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P R A C T I C E  
S E C T I O N

Solo & Small Practice Section  
October 13, 2020 EC Meeting  
Minutes

Zoom meeting ID: 751 741 0489

Called to order at 12:05pm

Attendance: Kari Petrasek, Shashi Vijay, Kristina Larry, Darcel Lobo, Ann Guinn, John Redenbaugh, Jessica Jensen, Nicholas Pleasants, Jordan Couch; Eleen Trang; Joseph Riemer; Sunitha Anjilvel

1. Roll Call (Darcel)
2. Introduction of BOG liaison (Kari): Introduction of Sunitha Anjilvel as new BOG liaison
3. Approval of August 2020 meeting minutes (Shashi): Jordan 1<sup>st</sup>, Jessica 2<sup>nd</sup>. All in favor. Approval of August 2020 meeting minutes. Meeting minutes to be sent out to entire EC via Slack.
4. Election of new officers (Shashi)
  - Jordan- chair elect- Shashi 1<sup>st</sup>, Jessica second; all approve
  - Bruce- treasurer- Shashi 1<sup>st</sup>, Jessica 2<sup>nd</sup>; all approve
  - Darcel- secretary Shashi 1<sup>st</sup>; Jordan 2<sup>nd</sup>; all approve
5. Committee Reports:
  - Electronic Committee (John): Added two more roundtables and articles to members only area of website.
  - Education (Shashi): Some of the roundtable speakers are willing to present for upcoming webinars. Not scheduled as of yet. Professor Simhaw from Gonzaga Law to present on the ethics of using AI in your office; this is scheduled for 12/2/20 webinar
  - Membership (Darcel): No events currently scheduled. Jessica and Eleen discussed a south end zoom- looking at November or December with the goal to make it quarterly. Jessica and Eleen to follow up.
6. Sub-Committee Appointments:
  - ECC: all members will stay on; John to stay as chair. Amber is no longer on EC; Nicholas will come on board.

- Education: all members will stay on; Joseph will join; Jessica will also join. Shashi will remain chair.
- Membership: all members will stay on; Nicholas to join. Darcel to remain chair.

7. SSPS Conference Update (Ann and John): 69 registrants for annual CLE; EC used 8 of the 20 available scholarships.

8. Roundtables (Ann); These will resume either bi-weekly or every 3 weeks; may extend topics to topics beyond Covid related matters. Shashi suggested alternating the webinars with the roundtables. Shashi and Ann to follow up to coordinate.

9. EC retreat (Ann): Clearwater terminated sales staff and catering staff. WSBA will not sign any contracts for locations until all counties are in Phase 3. January 2021 retreat will be virtual; date of January 30, 2021 is scheduled. Kristina proposed sending snack boxes to all EC members for virtual retreat; Kari offered to assist Kristina. They will follow up with Bruce regarding budget.

10. BOG liaison report (Sunitha): WSBA had an audit which it passed; BOG had meeting with three deans from WA law schools regarding diversity; diversity in new student class is increasing among the law schools Criminal justice reform taskforce- Sunitha is heading the taskforce and looking for outreach.

11. Section leaders: regular section leader meetings have resumed; they are looking for mentoring opportunities. WSBA has a mentoring session for new lawyers scheduled for 10/22

12. New Business:

- John raised being able to search list serve posts- RPPT does allow for archived list serves; Eleen will follow up with WSBA for looking into options for archives listserv.
- Kari: Gonzaga sections outreach is scheduled for 10/22 from 5:30-7:30; each section will have its own breakout room; Seeking attendance from EC members.
- Shashi: Slack- everyone is on Slack, but all members have to use it for it to work. Darcel will post meeting minutes in Slack. Encourages EC members to use Slack in lieu of email.
- Ann: Association of Legal Administrators- Gil Price is current liaison; discussion of whether or not to continue the relationship with ALA; Shashi moved to eliminate ALA liaison position; Kari 2<sup>nd</sup>; all in favor, no opposed. Shashi to send letter to ALA and notify Gil.

Meeting concluded at 1:43pm.

December 8, 2020 is the next meeting date.