

WASHINGTON STATE BAR ASSOCIATION

WSBA ENTITY ANNUAL REPORT

FY 2022: October 1, 2021 – September 30, 2022

The mission of the Washington State Bar Association is to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice.

Instructions: In accordance with the WSBA Bylaws, Committees, Other Bar Entities (excluding Regulatory Boards¹), Councils, and Sections must submit an annual report to the Executive Director. The information below should reflect the activities and outcomes from the fiscal year October 1, 2021 – September 30, 2022. Information in the annual report will be provided to the Executive Director and Board of Governors, and may be published for other purposes, such as *Bar News*, volunteer recruitment messaging, and other WSBA activity-based reporting.

It is recommended that completion of the annual report be a collaborative effort with members of your entity, the BOG liaison, and staff liaison.

Submission Deadline is Monday, October 17: Please submit by emailing to Sections Program Specialist Carolyn MacGregor at carolynm@wsba.org.

Name of Entity:	Solo and Small Practice Scetion
Chair or Co-Chairs:	Shashi Vijay and Jordan Couch
Staff Liaison: <i>(include name, job title, and department if known)</i>	Carolyn MacGregor
Board of Governors Liaison:	Jordan Couch
Purpose of Entity: <i>May be stated in Bylaws, Charter, Court Rule, etc.</i>	
<i>To help solo and small practice attorneys ethically conduct a profitable, satisfying business by acting as a clearing house for qualified law practice management and technology information.</i>	
Strategy to Fulfill Purpose:	
Through online resources, educational materials, networking events and mentoring opportunities	
How does the entity’s purpose help further the mission of the WSBA “to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice”?	
<i>Our CLE’s help lawyers run the business end of their practices ethically and efficiently which in turn fosters better relations with other counsel and the courts. In particular, effective use of technology helps lawyers meet their obligations, manage trust accounts and manage communications with</i>	

October 1, 2022– September 30, 2023 (FY22)

clients and opposing counsel. On our list-serve, members frequently solicit advice and share experiences regarding legal issues and how to deal with opposing counsel, courts and staff.

2021 -2022 Entity Accomplishments:

•Maintained our membership close to 1000 members, which in turn enhances the value of our list serve. •Produced 4 mini CLEs which are free to our members. Each of them have been excellently received and had great feedback from our members. •We exceeded our budget projections with our mini-CLE's. We have found mini-CLE's to be more successful in reaching Section members, with attendance far exceeding the attendance we might get from a full-day CLE. •Produced the Solo & Small Firm Conference in partnership with WSBA and sponsored a reception. •Continually enhanced content on our WSBA web pages. •Hosted a couple member events.

Looking Ahead: 2022-2023 Top Goals & Priorities:

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|----------|--|
| 1 | Continue to increase diversity on the EC |
| 2 | Co-sponsor a networking event with another section and/or minority bar association |
| 3 | Continue to help restore the annual WSBA Solo & Small Firm Conference into the premier solo and small firm networking event it was before |
| 4 | Co-sponsor CLE's or other events at law schools or with other legal groups (i.e. WSAJ) |
| 5 | Continue to work on creating a mentorship program to help recruit and train young/new lawyers. |

Please describe how this entity is addressing diversity, equity, and inclusion:

How have you elicited input from a variety of perspectives in your decision-making? What have you done to promote a culture of inclusion within the board or committee? What has your committee/board done to promote equitable conditions for members from historically underrepresented backgrounds to enter, stay, thrive, and eventually lead the profession? Other?

Our membership is as diverse as WSBA membership. We recruit minorities to serve on the EC. We also plan to invite some minority bar associations to provide liaisons to our EC. Note: At least three of our existing EC members are also members of minority bar associations. Diversity is always one of our goals when selecting speakers for our CLE and webinars.

Please share feedback regarding the support and engagement provided by WSBA.

For example:

- *Quality of WSBA staff support/services, including technology solutions*
- *Involvement with Board of Governors, including assigned BOG liaison*
- *Ideas you have on ways WSBA can continue to strengthen/support your entity.*

WSBA staff are responsive to our requests for help. Our goal is to foster a productive, collaborative relationship with WSBA staff focusing on what we can do within the existing administrative structure. We will continue to push where we believe bureaucracy is

unnecessarily hampering the work of the sections. We also have a decent working relationship with our BOG liaison.

SECTIONS ONLY: Please quantify your section’s 2021-2022 member benefits: <i>For example:</i> <ul style="list-style-type: none"> • \$3000 Scholarships, donations, grants awarded; • 4 mini-CLEs produced 	Click or tap here to enter text.	Newsletters/publications produced
	6	Mini-CLEs produced
	1	Co-sponsored half-day, full-day and/or multi-day CLE seminars with WSBA
	Click or tap here to enter text.	Co-sponsored half-day, full-day and/or multi-day CLE seminars with <i>non</i> -WSBA entity
	Click or tap here to enter text.	Receptions/forums hosted or co-hosted
	Click or tap here to enter text.	Recognitions/Awards given
	1	New Lawyer Outreach events/benefits
	1	Other (please describe): A two-day conference on Designing Your Future
	Click or tap here to enter text.	Other (please describe):
SECTIONS ONLY: Please quantify your section’s 2021-2022 legislative activity.	Click or tap here to enter text.	Bills reviewed
	Click or tap here to enter text.	Bills tracked
	Click or tap here to enter text.	Comments proposed
	Click or tap here to enter text.	Bills proposed/drafted
Entity Detail & Demographics Report: To Be Completed by WSBA Staff		
Size of Entity:	10	

Membership Size: (for Sections Only) <i>(As of September 30, 2022)</i>	881
Number of Applicants for FY23 <i>(October 1, 2021 – September 30, 2022)</i>	3
Number of current volunteer vacancies for this entity	2
FY22 Revenue (\$): For Sections Only: <i>As of September 30, 2022</i>	\$34,588.34
Direct Expenses: <i>As of September 30, 2022. For Sections, this does not include the Per-Member- Charge.</i>	\$31,694.59

ⁱ Supreme Court Boards (Access to Justice Board, Disciplinary Board, LLLT Board, Limited Practice Board, MCLE Board and Practice of Law Board) provide annual reports to WSBA to support its responsibility under [GR 12.3](#), to provide oversight and monitor compliance with applicable rules and orders. Boards have the option to use the WSBA template or to share their annual reports to the Washington Supreme Court.