

**WASHINGTON STATE BAR ASSOCIATION  
LAW CLERK BOARD**

**Public Minutes**  
**April 4, 2025**

**Law Clerk Board Members in Attendance**

- |   |   |
|---|---|
| <input type="checkbox"/> Benjamin Phillabaum, Chair | <input checked="" type="checkbox"/> Alexa Ritchie   |
| <input type="checkbox"/> Tracy Finnegan             | <input type="checkbox"/> Christell Casey            |
| <input checked="" type="checkbox"/> Michelle Myers  | <input checked="" type="checkbox"/> Sarah Propst    |
| <input type="checkbox"/> John Meyers                | <input checked="" type="checkbox"/> Annemarie Weiss |
| <input checked="" type="checkbox"/> Leone Reinbold  | <input checked="" type="checkbox"/> Gary Epperley   |
| <input checked="" type="checkbox"/> Emily Rose      |   |

**Staff and others in attendance for some or all the meeting**

Renata Garcia, Chief Regulatory Counsel and Katherine Skinner, Law Clerk Program Lead were also in attendance.

**Public Session**

**Approval of Meeting Minutes**

The February 7, 2025, public meeting minutes were approved with the exception that Katherine edits the chair notation in the attendance section.

**Outreach and Updates**

Katherine provided an update regarding the new law clerk program website, which is set to go live on May 20<sup>th</sup>.

Sarah and Annemarie volunteered to table at the July bar examination to congratulate law clerks as they finish the exam.

**Graduate Survey**

Katherine provided the results of the graduate survey. The Board agreed that the quantitative format was helpful for review. Katherine will add to the welcome packet that is sent to applicants upon enrollment more information about the roles of the Board and their assigned liaisons.



### **Application Quiz and Checklist**

Katherine shared the current quiz and checklist provided to applicants during the interview phase of the application process. The Board asked Katherine to add the following items:

- Details on the role of the liaison.
- Emphasize that the law clerk program is self-guided.
- Reminder to read the APR 6 and Regulations.

### **Executive Session**

#### **Approval of Meeting Minutes**

The February 6, 2025, confidential meeting minutes were approved with the exception that Katherine edits the chair notation in the attendance section.

#### **Requests**

The Board approved three requests for a leave of absence.

The Board denied one jurisprudence book request for not meeting the jurisprudence book request guideline no. 1:

- “Broken Trust: Greed, Mismanagement & Political Manipulation of America’s Largest Charitable Trust”

The Board approved three fourth year proposals.

The Board denied or deferred for more information four fourth year course proposals.

#### **Applications**

The Board approved five applications for enrollment in the Law Clerk Program beginning when the final confirmation letter is sent.

#### **Evaluations**

- The Board conducted three first-year evaluations and approved continuation in the program upon successful completion of all remaining first year coursework and book reports.
- The Board conducted two fourth-year evaluations and approved completion of the program upon successful completion of all remaining fourth-year coursework and book reports.

Respectfully Submitted,  
Katherine Skinner, Law Clerk Program Lead

