

**WASHINGTON STATE BAR ASSOCIATION  
LAW CLERK BOARD**

**Public Minutes**

**June 6, 2025**

**Law Clerk Board (Board) Members in Attendance**

<input checked="" type="checkbox"/> Benjamin Phillabaum, Chair	<input checked="" type="checkbox"/> Alexa Ritchie
<input checked="" type="checkbox"/> Tracy Finnegan	<input checked="" type="checkbox"/> Christell Casey
<input type="checkbox"/> Michelle Myers	<input checked="" type="checkbox"/> Sarah Propst
<input checked="" 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**

Cathy Biestek, Managing Regulatory Counsel and Katherine Skinner, Law Clerk Program Lead were also in attendance.

**Public Session**

**Approval of Meeting Minutes**

The April 4, 2025, public meeting minutes were approved with the exception that Katherine change “confidential minutes” to “public minutes”.

**Outreach and Updates**

Katherine provided an update on the current program data, including number of currently enrolled law clerks (123) and current and upcoming application numbers (20).

Katherine provided an update on the launch of the new law clerk program website, which went live on May 20<sup>th</sup>.

Katherine provided information on the law clerk reception, which would be held on July 18<sup>th</sup>. She also reminded the Board to RSVP.

**Chair Nomination**

There was a unanimous vote in favor to nominate Christell Casey as the fiscal year 2026 Board chair.



## **Expansion Committee Report**

Annemarie shared the expansion committee report with the Board. The report contained an overview of suggested changes to the APR 6 rules and regulations, the committees review and recommendations for each suggestion. The Board approved suggested changes 1, 6 and 7 as they were presented and approved suggestions 2 and 4 with the following changes:

Suggested change #2:

- Only allow overlap in supervision 3 hours per week if the law clerks are in the same course that month (3 hours per week)
- No overlap in supervision if the law clerks are in different courses that month (6 hours per week)

Suggested change #4: Primary tutor to have practiced 8 out of the last 12 years.

## **Executive Session**

### **Approval of Meeting Minutes**

The April 4, 2025, confidential meeting minutes were approved.

### **Requests**

The Board approved two requests for a leave of absence.

The Board approved one jurisprudence book request:

- “The Shadow Docket”

The Board approved two fourth year proposals:

- Employment Law, Health Law, Negotiations
- Immigration Law

The Board denied one fourth year course proposal:

- Advanced Legal Writing – The Board felt that based on what was provided, the law clerk should study trial practicum as that is how the provided syllabus and materials read.

### **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 six first-year evaluations and approved continuation in the program upon successful completion of all remaining first year coursework and book reports.
- The Board conducted five 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



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