

CONFIDENTIAL
Law Clerk Board
Agenda for December 6, 2024
Washington State Bar Association
Remote Meeting
9:00 a.m. to 12:00 p.m.

Public Session 9:00 am – 9:50 am

2 min	Review October Public Minutes	Emily Rose	Action
10 min	Outreach and Updates	Kat Skinner	Discussion
10 min	Law Clerk Board Policies	Kat Skinner	Action
10 min	Steering Committee Report	Leone Reinbold	Discussion
10 min	3L Bar Exam Eligibility	Emily Rose	Discussion
5 min	Expansion Committee	Kat Skinner	Discussion

Executive Session 9:50 am – 10:00 am

2 min	Review October Confidential Minutes	Emily Rose	Action
10 min	Law Clerk Requests	Emily Rose	Action
5 min	Application Review	Emily Rose	Action

Evaluations (Confidential) 10:00 am – 12:00 pm

Meeting End

Program Resources in BOX

Program and Volunteer Information on WSBA.org

NEXT LAW CLERK BOARD MEETING: February 7, 2025 : In-Person



**WASHINGTON STATE BAR ASSOCIATION
LAW CLERK BOARD**

Public Meeting Minutes
October 4, 2024

Law Clerk Board Members in Attendance

- | | |
|---|---|
| <input checked="" type="checkbox"/> Emily Rose, Chair | <input checked="" type="checkbox"/> Alexa Ritchie |
| <input type="checkbox"/> Tracy Finnegan | <input checked="" type="checkbox"/> Christell Casey |
| <input checked="" 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"/> Benjamin Phillabaum | |

Staff and others in attendance for some or all the meeting

Cathy Biestek, Managing Regulatory Counsel. Delina Tesfamichael, Temporary RSD Paralegal, was also in attendance for the morning session.

Public Session

Approval of Meeting Minutes

The August 2, 2024, public meeting minutes were approved.

Outreach and Updates

Cathy updated the Law Clerk Board (Board) on the July 2024 bar exam pass rate for law clerks, the Law Clerk Program signs, staff attendance at NFPA Paralegal Convention for outreach and at Pathways to Legal Diversity Summit. The Board was encouraged to attend the WSBA Regulatory School training on October 28 and was asked for volunteers to attend meeting regarding 3L applications for bar exam and to assist with a CLE regarding the Law Clerk Program.

Expansion Committee – Tutor Survey

Ben provided an update on a recent expansion committee meeting and results were shared with the Board from the survey that was sent to current and past tutors in the law clerk program.

Early Bar Exam Eligibility

Emily shared about her meeting with Washington law school deans and the WSBA on the topic of early bar exam eligibility for 3Ls and 4th year law clerks. The Board expressed concerns and some acknowledged that this could be a good option for some law clerks. Emily will attend the next meeting and share the Board's feedback.



Executive Session

Approval of Meeting Minutes

The August 2, 2024, confidential meeting minutes were approved.

Requests

The Board reviewed four (4) requests for leave of absence.

Applications

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

The Board deferred two applications for enrollment in the Law Clerk Program.

Evaluations

- The Board conducted four (4) first-year evaluations and approved continuation in the program upon successful completion of all remaining first year coursework and book reports.
- The Board conducted six (6) fourth-year evaluations and approved completion of the program upon successful completion of all remaining fourth-year coursework and book reports.

Meeting adjourned at 2:50 p.m.

Respectfully Submitted,
Cathy Biestek, Managing Regulatory Counsel



Outreach and Updates

Program Data as of 12.03.2024
Enrolled: 115
Current and upcoming number of applications: 19
Current applications for consideration: 15
Outreach and Updates
Regulatory School – Comments & Feedback
BOG meeting with the deans & Law Clerk Board chair
Bar exam pass rates survey



The Washington State Bar Association wants to hear from you!

Law Clerk Program Graduates, please take this brief survey to share your feedback on the APR 6 Law Clerk Program and how it prepared you for the Washington Lawyer Bar Examination. This survey is anonymous; please do not disclose any personal identifiers. Information gathered will be shared with the Law Clerk Board to better understand how to support future law clerks as they prepare for the bar examination.

1. Did you take time off from work to study for the bar examination?
 - a. Yes (if selected, go to question 2)
 - b. No (if selected, go to question 3?)

2. How many months did you take off to study?
 - a. None
 - b. 1
 - c. 2
 - d. Other: _____

3. What materials did you use to study for the bar examination?
<Text box>

4. Did you use a bar exam prep course ?
 - a. Yes (If selected, text box appears to include name of bar prep course)
 - b. No (If selected, go to question 6)

5. Did you use bar exam prep materials while in the law clerk program?
 - a. Yes (if selected, text box appears to include name of bar prep course)
 - b. No (if selected, go to question 7)

6. How else did you prepare for the bar examination?
<Text Box>

7. What can tutors do to support law clerks in preparation of the bar exam?
<Text Box>

8. How can the board and board liaisons support law clerks in preparation of the bar exam?
<Text Box>

9. Did you pass the bar examination?
 - a. Yes
 - b. No

10. How many times have you taken the bar examination?

- a. 1
- b. 2
- c. 3
- d. 4 or more

11. Please provide any additional information you think would be helpful:

<text box>

END SURVEY

DRAFT