

**WASHINGTON STATE BAR ASSOCIATION  
LAW CLERK BOARD**

**MINUTES**  
**October 7, 2022**

**Law Clerk Board Members in Attendance**

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> Emily Mowrey, Chair | <input 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"/> Paul Drutman    |
| <input checked="" type="checkbox"/> John Meyers         | <input checked="" type="checkbox"/> Jim Reinhart    |
| <input checked="" type="checkbox"/> Leone Reinbold      |   |

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

Kevin Fay, Board of Governors liaison; Mary Rathbone, Board of Governors liaison; Bobby Henry, Associate Director of Regulatory Services Department; Jon Burke, Innovative Licensing Counsel; Katherine Skinner, Law Clerk Program Lead and Anne Trent, RSD Paralegal

**Public Session**

**Introductions**

The Law Clerk Board conducted introductions as two new members joined the Board, Ben Phillabaum, and Gary Epperley. Board of Governors liaisons, Mary Rathbone and Kevin Fay also introduced themselves to the Board.

**Approval of August 5, 2022 Meeting Minutes**

The August 5, 2022 Board meeting minutes were approved.

**Board Liaison Duties**

Katherine reminded the Law Clerk Board of the duties as a Board member and as a liaison. Katherine also reminded the Board of the administrative tasks that can be deferred to WSBA staff.

**APR 11 Suggested Amendment**

Katherine Provided an update that the MCLE Board finalized the amendment to APR 11 which would make law clerk program tutors eligible for MCLE credit.



### **Law Clerk Program Outreach**

Katherine brought to the Boards attention the budget for the Law Clerk Board to participate in outreach for the fiscal year 2023. Katherine would like to work with the Board in researching outreach opportunities for the next year.

Katherine and Emily will be presenting on the Law Clerk Program to the Board of Governors on November 5, 2022.

Kevin mentioned that he is liaison to the corporate counsel section and to work with him if the Board would like to work with the section.

### **Personal Supervision Requirement**

Paul discussed the personal supervision requirement with the Board and whether taking an exam would count towards the three-hour requirement. The Board agreed that taking an exam does not count towards the three hours of personal supervision.

### **Executive Session**

#### **Applications**

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

The Board denied one applicant because they do not meet the bachelor's degree requirement.

#### **Requests and petitions**

- The Board reviewed and approved one fourth year proposal.
- The Board reviewed and deferred one fourth year proposal.
- The Board reviewed and approved five requests for leave.
- The Board reviewed and denied one request for advanced standing on the grounds for not being a law school course.

#### **Evaluations**

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

Respectfully Submitted,

Katherine Skinner, Law Clerk Program Lead

