

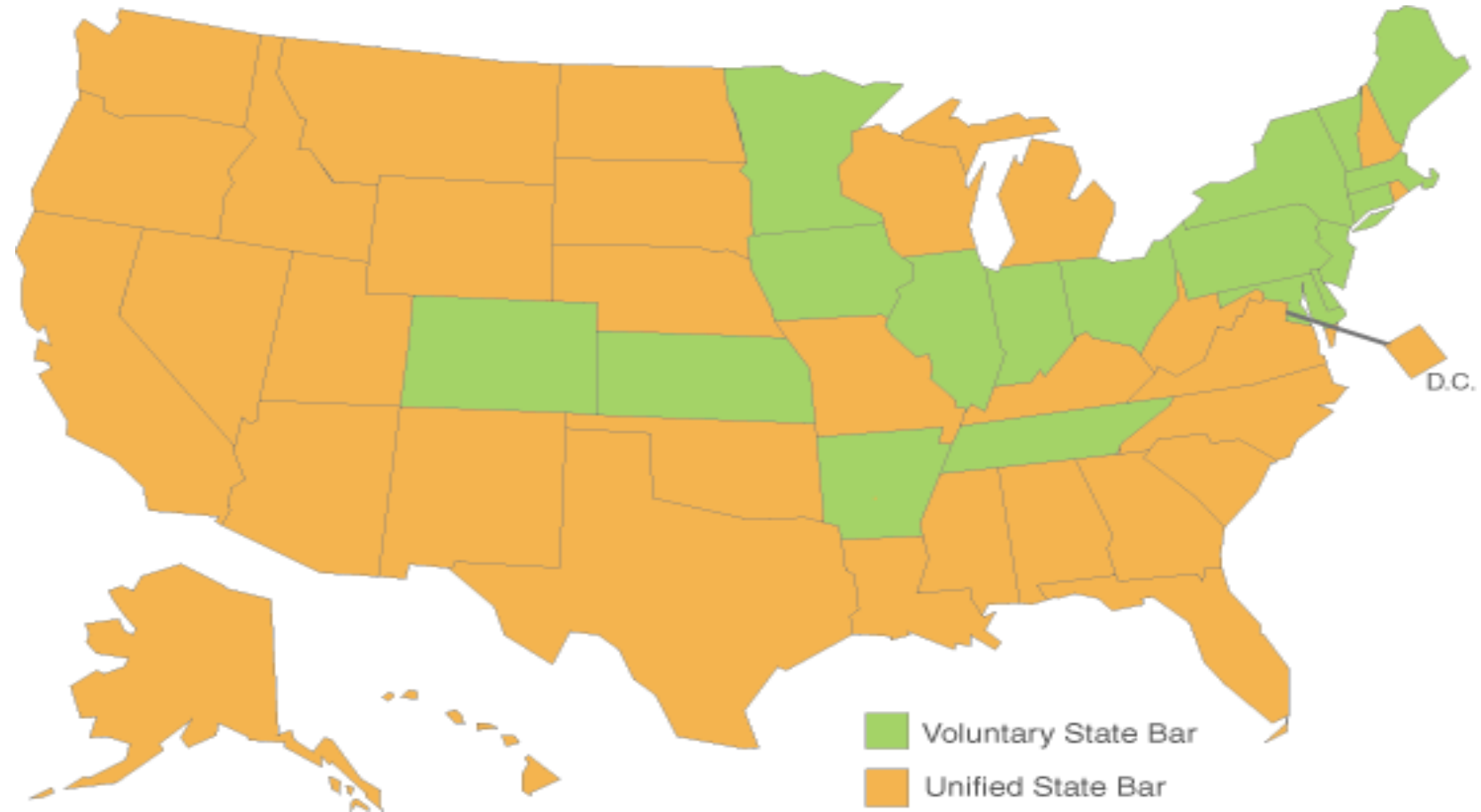


# **NEW GOVERNOR ORIENTATION**



**WELCOME!**

# STATE BAR ASSOCIATIONS



# WSBA MISSION STATEMENT

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

# WSBA GUIDING PRINCIPLES

The WSBA will operate a well-managed association that supports its members and advances and promotes:

- ▶ **Access to the justice system;**

*Focus: Provide training and leverage community partnerships in order to enhance a culture of service for legal professionals to give back to their communities, with a particular focus on services to underserved low and moderate income people.*

- ▶ **Diversity, equality, and cultural understanding throughout the legal community;**

*Focus: Work to understand the lay of the land of our legal community and provide tools to members and employers in order to enhance the retention of minority legal professionals in our community.*

- ▶ **The public's understanding of the rule of law and its confidence in the legal system;**

*Focus: Educate youth and adult audiences about the importance of the three branches of government and how they work together.*

- ▶ **A fair and impartial judiciary; and**

- ▶ **The ethics, civility, professionalism, and competency of the Bar.**

# MISSION FOCUS AREAS

## Ensuring Competent and Qualified Legal Professionals

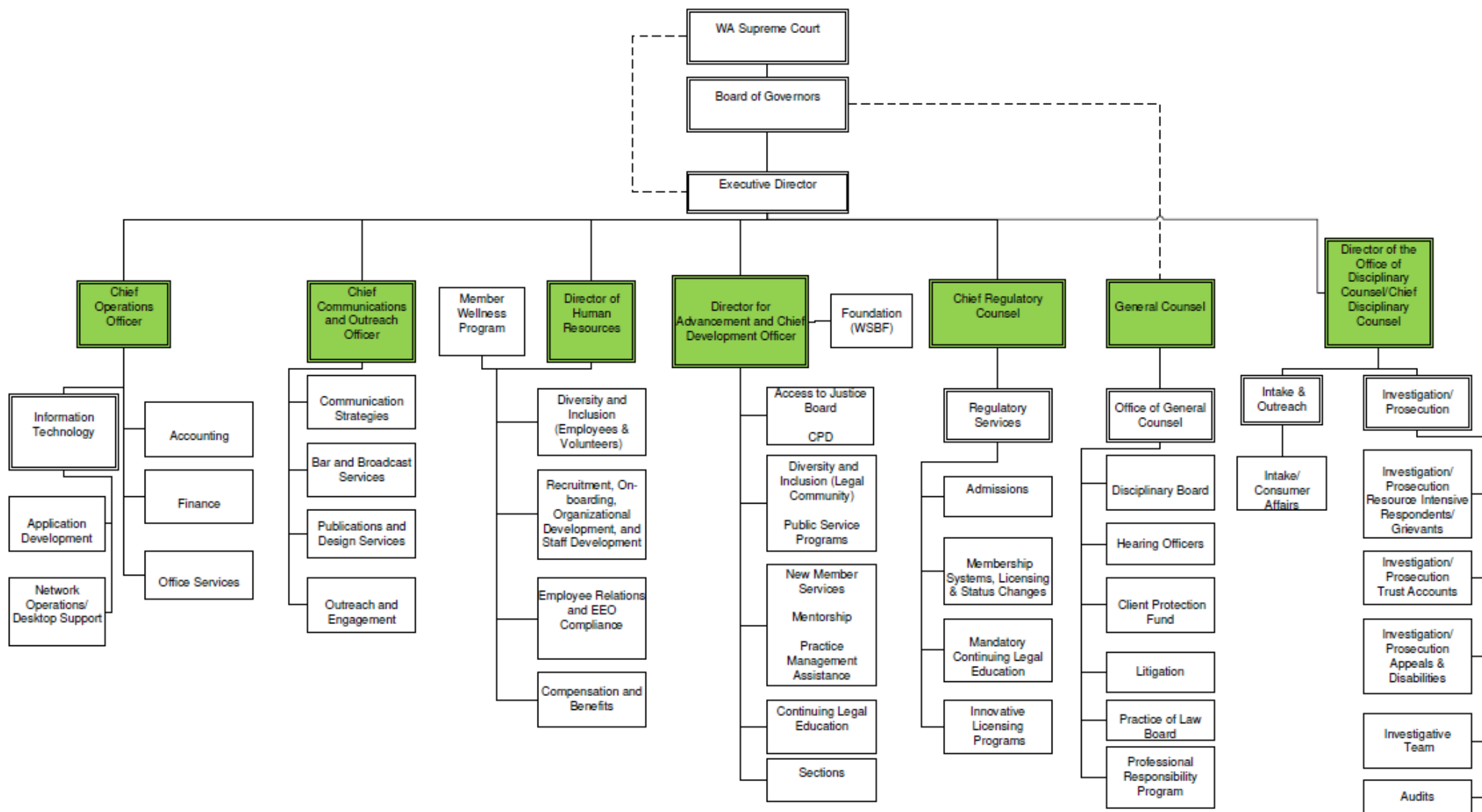
- Cradle to Grave
- Regulation and Assistance

## Promoting the Role of Legal Professionals in Society

- Service
- Professionalism

# Washington State Bar Association Functional Organizational Chart

2018





# WSBA Board of Governors CONGRESSIONAL DISTRICT MAP



Bill Pickett  
President



Rajeev Majumdar  
President-Elect



Open  
Position



Paula Littlewood, Exec. Dir.  
Secretary

2018-2019





# THE WASHINGTON STATE BAR IS...

**40,221** Active WSBA Members (Lawyers, LLLTs, LPOs)



**831**

Members of standing committees, councils, boards, panels, task forces, & section leaders

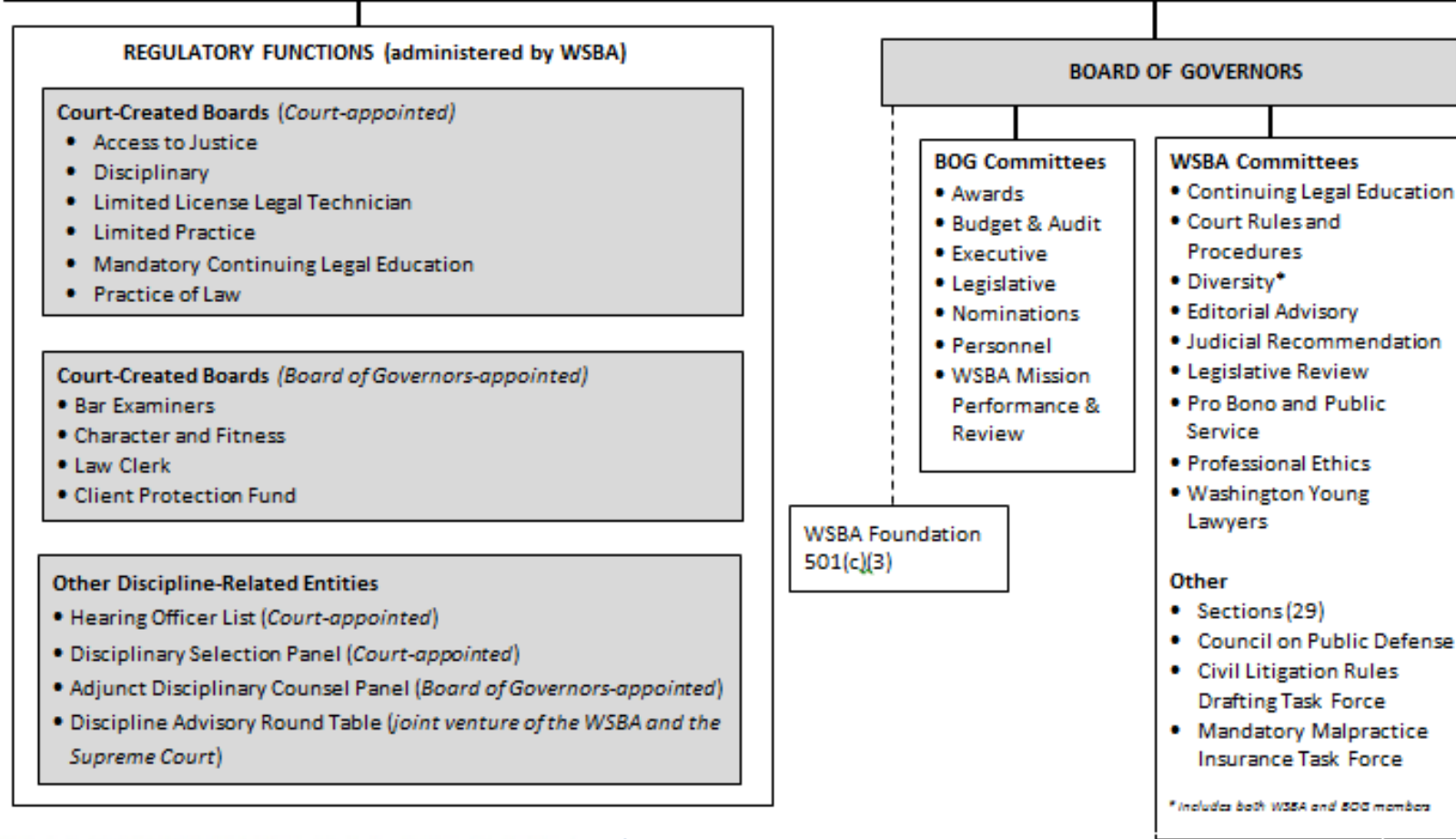
**16,590**

Section memberships

**6,367**

New & Young Lawyers

# WASHINGTON SUPREME COURT



**WASHINGTON STATE**  
BAR ASSOCIATION

## Entity Chart

WSBA operates under the delegated authority of the Washington Supreme Court to license the state's nearly 40,000 legal professionals

7-12-18

# REGULATORY SERVICES

# REGULATORY SERVICES DEPARTMENT

All Member Admissions, Licensing, MCLE,  
Membership Database, Innovative Licensing Programs



## MY WSBA PROFILE

Home > My Profile

### ACCOUNT INFORMATION

- Password Reset
- Edit Addresses
- Edit Contact Information
- Communication Preferences

### MEMBERSHIP DETAILS

- Renew Membership License
- Update MCLE
- Committees
- Sections
- Professional Liability Insurance
- Practice Information

### CONNECT & SERVE

- Call to Duty - Day of Service Application
- Call to Duty - Pledge
- CLE Speaker Application
- Moderate Means Application
- Join a Section

### MANAGEMENT LINKS

- Review Committee

## MY WSBA PROFILE

### MY CONTACT INFORMATION

#### PUBLIC/MAILING ADDRESS

**Jean Kelley McElroy**  
**Washington State Bar Association**  
1325 4th Ave Ste 600  
Seattle, WA 98101-2539

**Congressional District:** 7N

**Public Phone:** (206) 727-8277

**Email:** jeanm@wsba.org

### MEMBERSHIP SUMMARY

License Number:	13533
License Status:	Active
Eligible to Practice:	Yes
License Type:	Lawyer
WSBA Admit Date:	10/27/1983

#### Sign up for Paperless License Renewal for 2019

Yes, I agree to renew online in 2019, including MCLE and Sections, and do not require a licensing packet mailed to me. I will receive a licensing reminder by email only.

# LICENSING DASHBOARD

2018 Licensing Status: **Incomplete**

[Why is my licensing renewal incomplete?](#)

[ \* required ]

Deadline: Thursday, February 1, 2018

## License Information

### License Status

Active Attorney

[Edit](#)

### Trust Account Information \*

[Edit](#)

### Professional Liability Insurance Disclosure \*

[Edit](#)

### MCLE \*

[Go To MCLE](#)

Certification Status: **Incomplete**

## Public Service Information

### Report Pro Bono Hours

[Edit](#)

### QLSP Volunteering

[Edit](#)

## Contact Information

### Public/Mailing Address

EvergreenHealth  
12040 NE 128th St  
Kirkland, WA 98034-3013

[Edit](#)

### Home Address

17245 NE 144th St  
Redmond, WA 98052-1176

[Edit](#)

### Primary Email

wsbaitdev@wsba.org

[Edit](#)

### Phone Numbers

Primary:  
(425) 899-2638

[Edit](#)

Home:

[Edit](#)

Fax:

[Edit](#)

## Demographic Information

### Confidential Demographics

*Individual gender, race/ethnicity, disability, and sexual orientation information is kept strictly confidential, and is used only in the aggregate for demographic analysis.*

[Edit](#)

## Practice Information

### Practice Setting

In House Counsel

[Edit](#)

### Languages

[Edit](#)

### Areas of Practice

Health  
Municipal

[Edit](#)

## Payment

### License Fees \*

Active Lawyer License	\$449.00
Client Protection Fund Assessment	\$30.00

### Keller Deduction

[Edit](#)

### Join or Renew Sections

[Edit](#)

Real Property Probate and Trust	\$25.00
Health Law	\$20.00

### Donations

[Edit](#)

Campaign for Equal Justice Donation	\$50.00
Washington State Bar Foundation Donation	\$50.00

### Balance Due

\$624.00

[Save](#)

[Save and Pay](#)

# REGULATORY SERVICES DEPARTMENT

## Regulatory and Supreme Court Boards

### WSBA Regulatory Boards

Board of Bar Examiners

Character and Fitness Board

APR 6 Law Clerk Board

### Supreme Court Regulatory Boards Administered by WSBA

Limited Practice Board (LPOs)

Limited License Legal Technicians Board (LLTs)

Mandatory Continuing Legal Education Board  
(MCLE)

# DISCIPLINE



## GR 12.2 WASHINGTON STATE BAR ASSOCIATION PURPOSES

12.2(a)(7): “[T]he Washington State Bar Association strives to ... [a]dminister ... discipline of its members in a manner that protects the public and respects the rights of the ... member.”

Members are:

Limited Practice  
Officers

Lawyers

Limited License Legal  
Technicians

# WSBA OFFICE OF DISCIPLINARY COUNSEL

- Answers public inquiries and informally resolves disputes
- Receives, reviews, and may investigate grievances
- Recommends disciplinary action or dismissal
- Diverts grievances involving less serious misconduct
- Recommends disability proceedings
- Presents cases to discipline-system adjudicators

# CONFIDENTIALITY

## Confidential

- Grievances (until hearing or admonition ordered)
- Disability proceedings

## Public

- Pending disciplinary proceedings
- Sanctions
- Admonitions issued after January 1, 2014
- Interim suspensions

# FORMAL PROCEEDINGS

## REVIEW COMMITTEES (OF THE DISCIPLINARY BOARD)

- Review recommendations for proceedings
- Order matters to hearing

## HEARING OFFICER

- Conducts evidentiary hearings and other proceedings
- Conducts settlement conferences
- Approves stipulations to admonition and reprimand

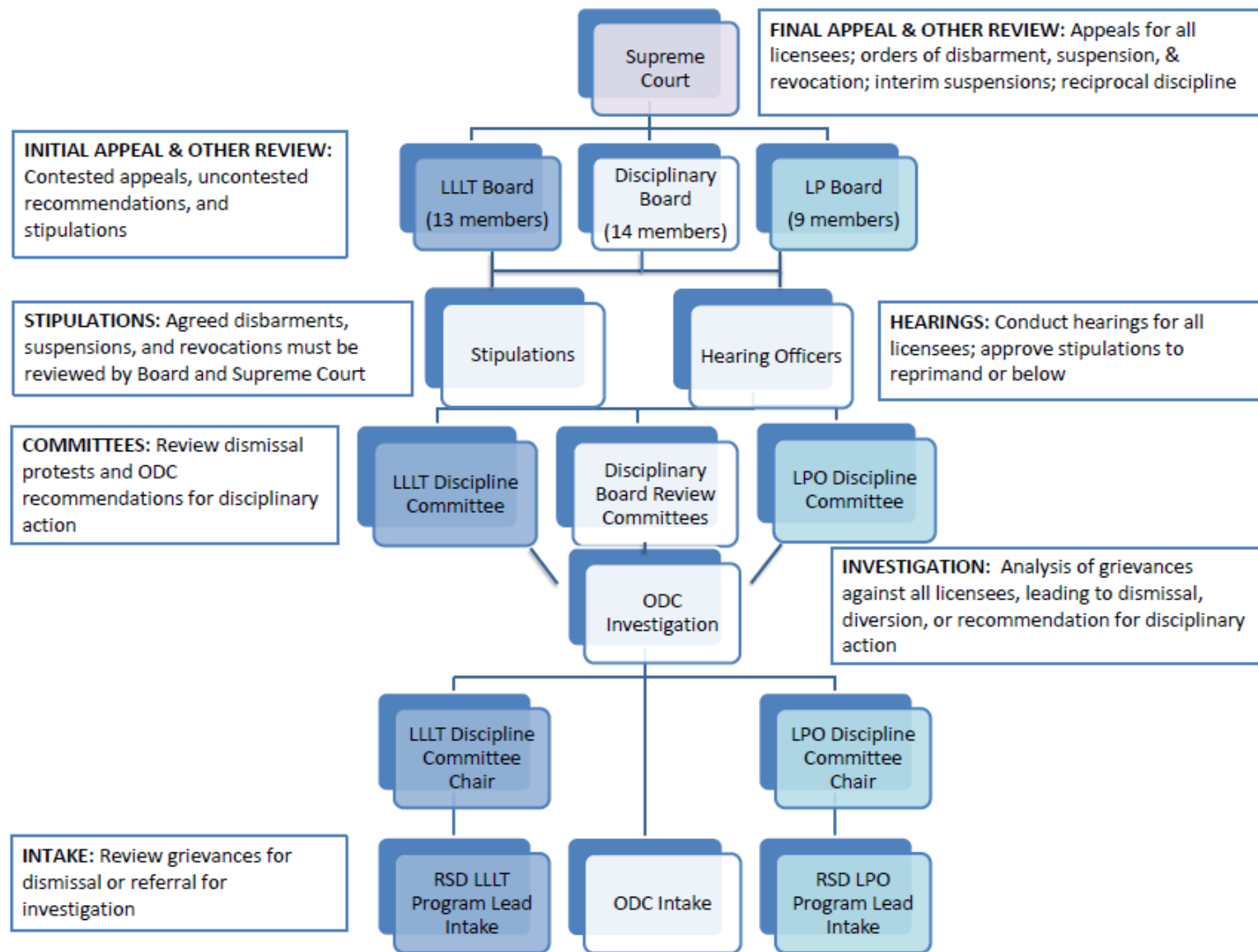
## DISCIPLINARY BOARD

- Intermediate appellate body
- Reviews hearing records and stipulations

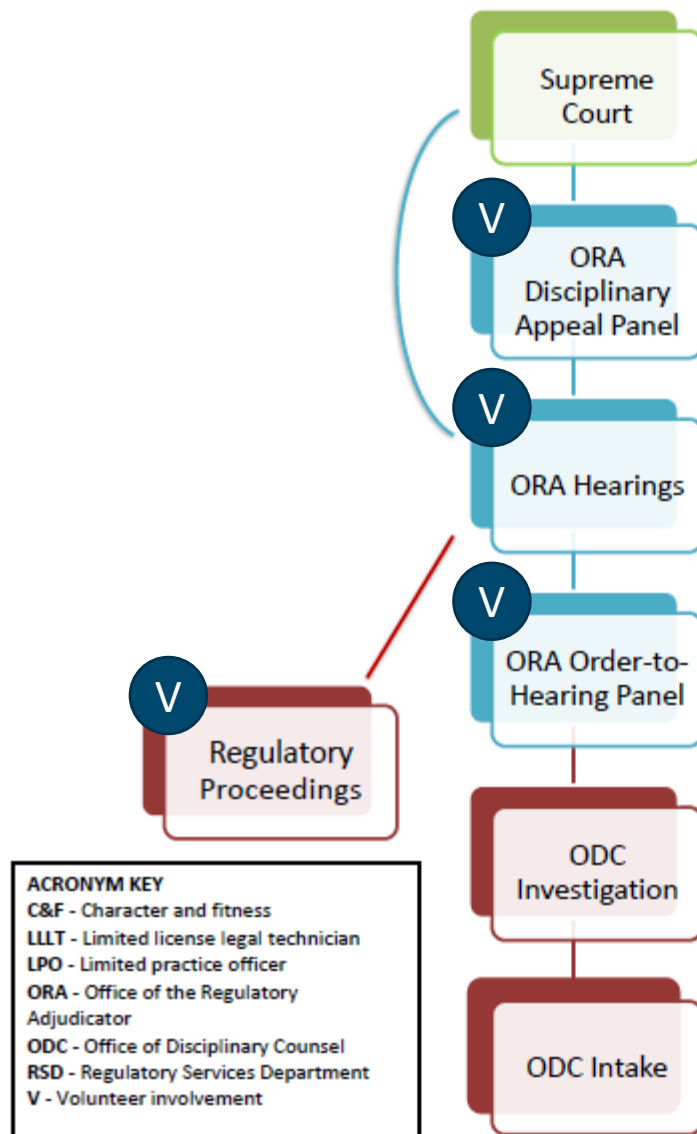
## SUPREME COURT

- Administers the system
- Final appellate review
- Orders sanctions, interim suspensions, and reciprocal discipline

## STRUCTURE OF THE THREE DISCIPLINE SYSTEMS



# COORDINATED DISCIPLINE AND REGULATORY PROCEEDINGS SYSTEM



# OFFICE OF GENERAL COUNSEL

# OFFICE OF GENERAL COUNSEL

## Advice and Representation

- **Organization**
- **ED**
- **Staff** (as needed in course of employment)
- **BOG**
- **Volunteers** (as needed from activities in service to WSBA)

## Adjudicative Process of the Discipline System

- **Adjudication** (Hearing Officers, Chief Hearing Officer)
- **Appeals and Reviews** (Disciplinary Board, records to Supreme Court)
- **Conflicts** (Conflict Review Officers)
- **Assigned Counsel** (Counsel for Respondents in Disability Proceedings)



# OFFICE OF GENERAL COUNSEL

## SUPREME COURT BOARDS (2 OF 6)

### Disciplinary Board

- Review Committees review hearing recommendations and other matters from Office of Disciplinary Counsel
- Review Stipulations between Respondents and Disciplinary Counsel
- Review and Hear Appeals from Hearing Officer Decisions

### Practice of Law Board

- Consider and recommend to the Supreme Court ways in which people who are not lawyers can engage in activities that otherwise constitute the practice of law
- Receive and review unauthorized practice of law (UPL) complaints for referral to law enforcement

# OFFICE OF GENERAL COUNSEL

## Services for Members and Public

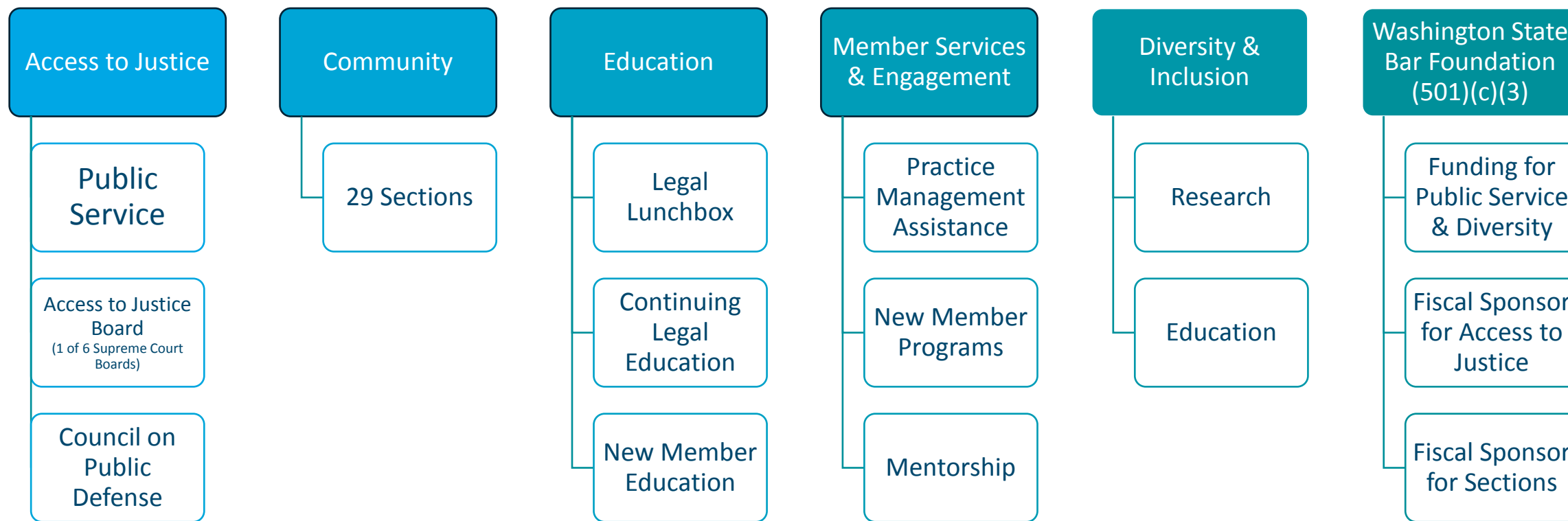
- **Professional Responsibility Program**, including ethics line and presentations
- **Practice of Law Board**
- **Public Records** (general and public discipline records)
- **Client Protection Fund**

## Support for Sections, Committees and Task Forces

- **Advice and Counsel**
  - **BOG Legislative Committee, Committee on Professional Ethics, Court Rules Committee, etc.**
- **Compliance**
- **Drafting** (Bylaws, Rules, Regulations, GR 9 Statements)

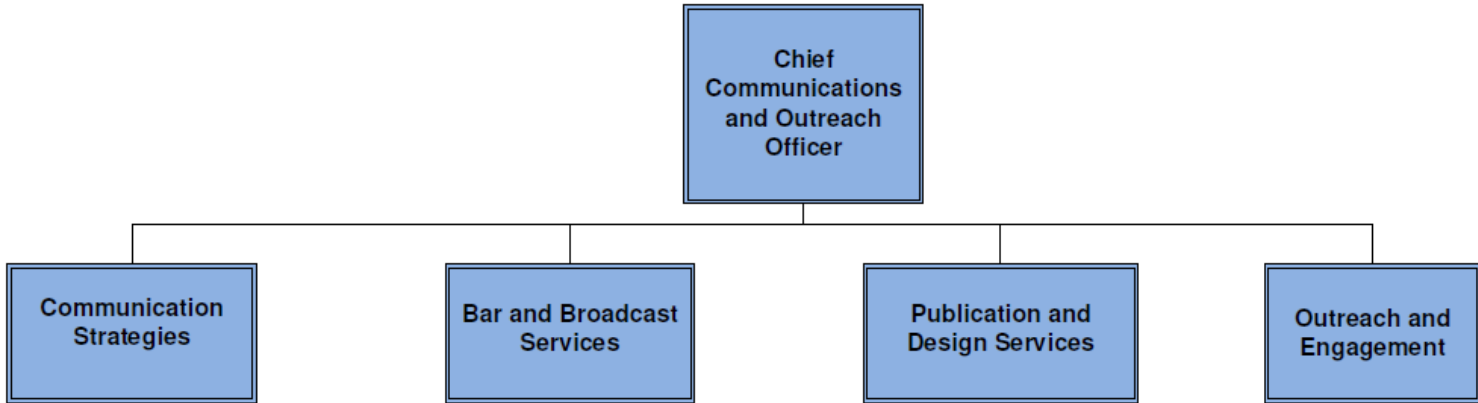
# ADVANCEMENT

# Advancing the profession through education, community, and service toward a more accessible and equitable justice system



# COMMUNICATIONS AND OUTREACH

# Communications and Outreach



# HUMAN RESOURCES





# MEMBER WELLNESS PROGRAM

WASHINGTON STATE  
BAR ASSOCIATION

- WSBA Connects- Statewide wellness benefit for all WSBA members.
- Work + Wellness Webcasts and educational programs.
- Group Offerings and consultations- individual and group (in-person and on-line) job seeking and career transition assistance.
- Phone consultation and referral service.
- Peer advisor support services.

# FINANCE AND ADMINISTRATION

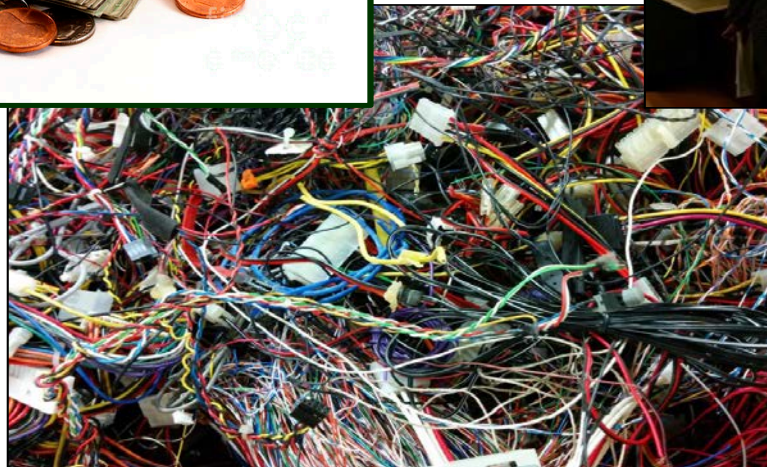
# Finance and Administration



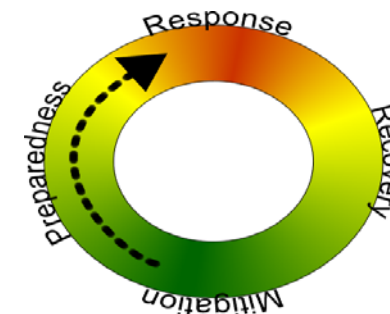
Finance



Facilities



Technology



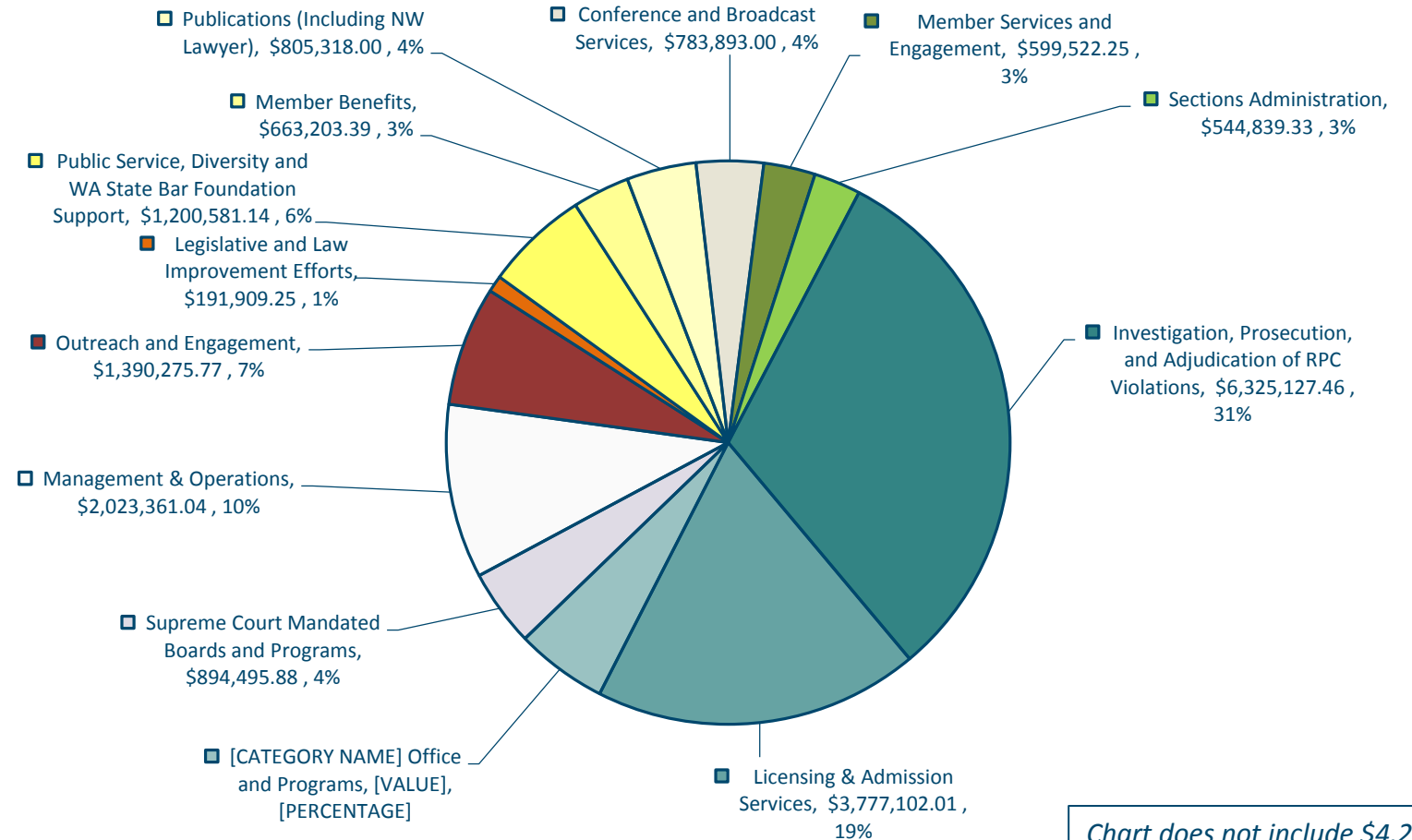
Safety/DR

# HOW THE FY19 *GENERAL FUND* EXPENSE BUDGET SUPPORTS WSBA PROGRAMS AND SERVICES

**Total FY19 expense budget: \$23.6 M**

## Breakdown by Fund:

1. General Fund: \$20.3 M
2. Client Protection Fund: \$668,210
3. Sections Fund: \$841,737
4. CLE Fund: \$1.8 M



*Chart does not include \$4.2M offset to expenses in non-license fee revenue*

# QUESTIONS?