

What Legislative Action Does Your WSBA Entity Want to Take?

Please see the WSBA Legislative Handbook for further clarity about the roles and responsibilities of the Board of Governors (BOG), Board Legislative Committee (BLC), Legislative Review Committee (LRC), and Legislative Affairs Team.



Legislative Work Timeline

A quick guide of when materials are needed by each entity before the legislative session begins.



CHECKLIST

Draft and sponsor legislation in the Washington State Legislature

- ☐ **Attend the legislative primer.** Attendance by at least one member of an entity's executive committee is required for participation in the WSBA legislative process.
- ☐ **Certify that the issue is within the scope of permissible Bar activities under GR 12.2** and other legal requirements applicable to Bar activities (August/September).
 - Submit your proposed legislation to the Legislative Affairs Manager by **September 1st** before the target legislative session. The Board Legislative Committee (BLC) will determine whether the WSBA can sponsor the proposed legislation. *Please see the sidebar at right for more details.*
- ☐ **Certify entity support and membership awareness** (October).
 - The BLC will send all Bar-request bills that clear legal analysis to the LRC by October before the target legislative session.
 - You are responsible for certifying that at least 75 percent of your entity's executive committee supports the proposed legislation and that your entity's entire membership has had opportunity to meaningfully comment on the proposed legislation.
 - Working with the LRC, the Legislative Affairs Manager will publicize the proposed legislation for feedback from the entire WSBA membership. The LRC will consider the proposed legislation and how well it considers substantive member feedback to make a recommendation to the BOG.
- ☐ **WSBA Board of Governors Approval.** Any request bills approved by the BLC and LRC will be presented for full BOG approval, as part of the comprehensive agenda for the upcoming legislative session, at the November meeting.



SIDEBAR

Legal Considerations

The BOG and BLC will consider several factors in determining whether an issue is within the scope of permissible Bar activities under GR 12.2 and other legal requirements:

Keller analysis: Is the legislation germane to regulating the legal profession and improving the quality of legal services?

GR 12 analysis: Does the legislation require WSBA to take a position that does not relate to or affect the objectives of [GR 12.1](#) or [GR 12.2\(a\)](#)?

Examples of allowable legislation: Budget appropriations for the judiciary and legal aid; regulation of attorneys' client trust accounts; adopting standards for law school and Bar admission; taxation of legal services.

Examples of non-allowable legislation: Amendments to a state constitution regarding the definition of marriage; endorsements of a pro-life amendment to state constitution; legislation regarding the death penalty; amendments to trust and estate code generally.



CHECKLIST

Support, oppose, or comment on legislation

- ☐ **Attend the legislative primer.** Attendance by at least one member of an entity's executive committee is required for participation in the WSBA legislative process.
- ☐ **Notify the Legislative Affairs Manager** as soon as possible in advance of action.
- ☐ **Certify that the issue is within the scope of permissible Bar activities under GR 12.2** and other legal requirements applicable to Bar activities.
 - The BLC or Legislative Affairs Manager will determine whether the WSBA entity can comment or take a position on the proposed legislation. *Please see the sidebar at right for details.*
- ☐ **Move forward with proper approval.**



CHECKLIST

Work with legislators for law improvement

- ☐ **Attend the legislative primer.** Attendance by at least one member of an entity's executive committee is required for participation in the WSBA legislative process.
- ☐ **Notify the Legislative Affairs Manager** as soon as possible in advance of action.
- ☐ **Work with the Legislative Affairs Manager to determine whether the issue is related to the technical nature of the legislation.** Examples of technical comments can be found in 1501 Legislation and Rulemaking Comment Policy (2025 edits).
- ☐ **Work with the Legislative Affairs Manager** and the BLC to develop a communications plan.



CHECKLIST

Work, speak in my individual capacity

- ☐ **No Bar involvement required,** although the Legislative Affairs Manager is available to provide assistance.
- ☐ **Make clear** that any comments are offered in your individual capacity and not on behalf of the WSBA or its entities.