



Meeting Minutes
September 17, 2025
Remote Meeting
1:30 p.m. - 3:00 p.m.

Practice of Law Board Members in Attendance:

- ☒ Lesli Ashley, Chair
- ☒ John Dirgo Deweese
- ☒ Rory Hardy
- ☒ Melissa Kover
- ☐ Ellen Reed

- ☒ Ronald Satterthwaite
- ☒ Craig Shank
- ☐ Murugeshwari Subramanian
- ☐ Michael Terasaki
- ☒ Aaron Vanderpol

Liaisons in Attendance:

- ☒ Bobby Henry, WSBA Staff Liaison
- ☒ Kristina Larry, BOG Liaison

Other WSBA Staff in Attendance:

- ☒ Renata de Carvalho Garcia, Chief Regulatory Counsel
- ☒ Anne Trent, RSD Paralegal
- ☐ Cathy Biestek, Managing Regulatory Counsel
- ☐ Terra Nevitt, Executive Director

PUBLIC SESSION

Call to Order

The meeting was called to order at 1:33 p.m. by Chair Lesli Ashley.

Meeting Minutes for Approval

August 20, 2025, meeting minutes were approved.

Innovation for Providing Legal Services

An update was provided on the Entity Regulation Pilot Project.

- **Review and Approval of Participant Manual**

The Participant Manual contains all necessary information for individuals interested in participating in the pilot project. The manual outlines the application process, approval requirements, and the court authorization procedure. The application is scheduled to launch on October 21.

It was noted that the project is an experiment and that revisions to the manual may be required as the pilot progresses. The Board reviewed and approved the Participant Manual.

- **Review and Approval of WSBA Enforcement Procedures**

The WSBA Enforcement Procedures establish disciplinary protocols for complaints filed against pilot project entities. Under these rules, investigations will be conducted by the WSBA, and recommendations regarding suspension or removal from the pilot project will be made by the Board before submission to the Court.

The enforcement process was modeled after disciplinary procedures for other licensed professionals,

with a streamlined process because of the experimental nature of the project.

The Board reviewed and voted to approve the proposed enforcement procedures.

- **Review and Approval of Authorizing Order Template**

The Authorizing Order Template is a fill-in-the-blank document specifying the approved areas of practice for each participating entity. It was noted that each entity must designate a compliance officer, provide consumer disclosures, and adhere to public advertising and enforcement requirements. The template was reviewed and approved by the Board.

Unauthorized Practice of Law (UPL) Complaints Summary

A summary of UPL complaints was presented to and reviewed by the Board.

WSBA Legal Technology Task Force Report and Recommendations

An overview of the WSBA Legal Technology Task Force's report and recommendations was provided. The POLB was referenced in the report multiple times due to overlapping areas of interest.

It was noted that the Task Force was established following the 2023 WSBA Board of Governors strategy to support innovation and the Entity Regulation Pilot Project, in response to the widening access-to-justice gap. The report emphasized intentional engagement with emerging technologies, including artificial intelligence (AI), to ensure the legal profession remains current and effective.

Ten key points presented, included:

- Harnessing Potential: The Role of Practitioners
- Building the WSBA's Capacity and Strategic Partnerships: Innovating Responsibly and Ensuring Equitable Access
- Supporting Technology Competence: Meeting Diverse Practice Needs
- Building Ethical Frameworks for Technology Use: Supporting Professional Values in a Digital Age
- Bridging the Cybersecurity Confidence Gap: From Confidence to Competence
- Strengthening Court Capacity: Advancing Justice through Digital Transformation
- Legal Education: Transforming Legal Education for the Digital Era
- Ethical Innovation and Equitable Access: Leveraging AI to Close the Justice Gap
- Safeguarding Sensitive Legal Data: Strengthening Consumer Protection in a Digital Era
- Ensuring Regulatory Innovation and Stability: Future Expertise and Oversight

Education Committee

A report was given by the Education Committee, which met on Monday, September 15. Members included Michael, Lesli, and Melissa. The committee discussed identifying end users and improving clarity in public materials rather than developing new ones. Topics included defining competent legal assistance, methods for vetting attorneys, and improving public access to information. The committee also recommended increasing consumer-level education related to AI.

UPL Committee

No update from the UPL Committee.

FY2026 Board Meeting Schedule

The Board voted to approve the FY2026 meeting schedule.

POLB Press, Update, & Information Sheet

Access to Justice Conference Sept. 18-19, 2025

Volunteer training on Sept. 26 or 30, 2025

WSBA regulatory school luncheon Oct. 9, 2025

Next POLB meeting in person on Oct. 15, 2025

Entity Regulation application launch Oct. 21, 2025

Adjournment

The meeting adjourned at 2:44 p.m.