

**LICENSED PARALEGAL PRACTITIONER  
STEERING COMMITTEE  
MEETING**

**Minutes  
Thursday, June 20, 2019  
12:00 p.m. to 1:30 p.m.  
Judicial Council Room  
Matheson Courthouse**

**Present**

Justice Deno Himonas, Chair  
Julie Emery  
Rob Rice  
Monte Sleight  
Elizabeth Wright  
Dean Robert Adler  
Judge Kate Appleby  
John Baldwin  
Carrie Boren  
Steve Johnson

**Excused**

Dixie Jackson  
Daniel O'Bannon  
Jim Jardine  
Scott Jensen  
Adam Caldwell  
Dr. Thomas Clarke  
Terri Conaway  
Sue Crismon  
Dean Benson Dastrup  
James Dean  
Jacqueline Esty Morrison  
Dean Benson Dastrup

**Staff**

Nancy Sylvester  
Nancy Merrill-Recording secretary

**Guests**

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**1. Welcome and Minutes Review — Justice Deno Himonas**

***Motion: Dean Adler moved to approve the minutes from the previous meeting.  
Judge Appleby seconded the minutes. They passed unanimously.***

**2. Proposed Amendment to Rule 15-701 and 15-703:**

Monte Sleight and Elizabeth Wright discussed clarifying the meaning of an accredited program in the rule as it applies to the LPP Program. They added language in the rule

stating that if the program is ABA approved it meets the requirement for an accredited paralegal program. The Committee discussed the proposed edits to rules 15-701 and 15-703.

In addition to the amendment in the meeting materials, the Committee agreed to the following amendments Rule 15-701 (d):

- In the first sentence, strike the language “approved” and replace it with the language “accredited”
- The second sentence should read, “To qualify as approved, the law school must have been fully or provisionally ~~approved~~ “accredited” at the time of the Applicant’s graduation,.....period of time.”

**Motion: A motion was made to approve Rules 15-701 and 15-703 including the amendments. Judge Appleby seconded the motion. The motion passed unanimously.**

### **3. Curriculum Development, Test Development, and Enrollment:**

Carrie Boren reported that the first application to take the Licensed Paralegal Practitioner exam was submitted this week. The Committee is in favor of extending the test deadline to allow the fifteen enrolled applicants to submit their applications. Carrie agreed to email the enrolled applicants to find out what they need in order for them to get the test done. She will let the Committee know if they can help the applicants in anyway.

Julie Emery is appointed to chair the Admissions Committee, the seven committee members have met. In addition, Justice Himonas noted that Julie Emery has been recognized and the Paralegal of the Year, applications can be submitted to Julie who will chair the admissions committee. The curriculum is complete and they need to finish the particulars of the test.

Justice Himonas reported the following information to the Committee:

- The Washington Supreme Court voted 5 to 4 to allow paralegals to cross the Bar and appear in court. It has been controversial.
- Rule 7A of the Rules of Civil Procedure has been created to allow LPPs to enforce orders.

### **4. Reconstituting the structure of the LPP Steering Committee and the LPP Executive Committee:**

The Committee discussed changing the structure of the LPP Steering Committee going forward. They discussed the following changes:

- Expanding the LPP practice to expungements and crossing the Bar
- Updating the rules and requirements to include the LPP Profession
- Restructuring the LPP Steering Committee to consist of nine members; keeping several existing members for institutional knowledge and bringing on several new members. The new members would include a person from the Federal Bar, a new LPP, a marketing person from the Bar, and a Bar Commissioner.

**5. Training for TCE and Clerks of Court regarding LPPs and how to implement notice requirements in court cases; Implications for the URCP Advisory Committee:**

The Committee recommends amending Rule 5 to ensure that LPP's are entitled to give and get notice electronically. Nancy Sylvester will work with Steve Johnson to draft the amendments and bring them to the Rules of Civil Procedure Committee to review. In addition, the Committee noted that there needs to be a form for LPP's to give notice of entry of appearance.

**6. Other Business:**

Julie Emery reported that she has been working with Matt Page on the first round of marketing. They are trying to get paralegals to participate in the LPP Program. A digital piece was recently shown on KSL and another marketing piece will be shown on channel 4 news. Justice Himonas asked Julie to invite Matt Page to attend the next meeting.

**7. Next Meeting: July 11, 2019**

The meeting was adjourned at 1:49 P.M.