

**Licensed Paralegal Practitioner  
Steering Committee  
Meeting Minutes**

**October 17, 2019  
Council Room  
Matheson Courthouse  
450 S. State St.  
Salt Lake City, Utah 84111  
12:00 p.m. – 2:00 p.m.**

*Justice Deno Himonas, Presiding*

**Attendees:**

Justice Deno Himonas, Co-Chair  
Judge Amber Mettler, Co-Chair  
Carrie Boren  
Elizabeth Wright  
Heather Farnsworth (by phone)  
Julie Emery  
Monte Sleight

**Excused:**

Matthew Page  
Steve Johnson  
Ashley Mendoza

**Staff:**

Larissa Lee  
Nancy Sylvester  
Marina Kelaidis, Recording Secretary

**Guests:**

Anna Carpenter, Director of Clinical Programs at SJ Quinney College of Law

1. **Welcome and introductions:** (Justice Himonas)

Justice Deno Himonas welcomed everyone to the meeting. All of those present introduced themselves and their role within the committee.

2. **Discussion—Role of newly formed working group and timing of meetings:** (Justice Himonas)

Justice Himonas reported on the first cohort of LPPs who were licensed and sworn in on October 15, 2019. Justice Himonas gave a brief overview of the LPP Steering Committee and what the focus of this group will be moving forward, including: providing support to

the participants of the program, growing the program, and making adjustments to the program as it moves forward.

3. **Discussion—Update from the Bar on admissions:** (Carrie Boren)

Carrie Boren reported six new LPP applications awaiting review and will likely receive more before the application deadline at the end of October. Ms. Boren reported a recent increase in interest in the program.

Ms. Boren reported that the newly licensed LPPs have asked about developing a mentorship program for upcoming LPPs. Justice Himonas reported that he has also received interest from current attorneys in mentoring LPPs. Ms. Boren proposed to have the committee design an LPP training program similar to but smaller in scope than the New Lawyer Training Program currently offered by the Bar for new attorneys.

Ms. Wright has been reviewing malpractice insurance opportunities for LPPs and will follow up with a contact. The Bar is also reaching out to banks regarding IOLTA accounts for LPPs.

4. **Discussion—Update on outreach/marketing and advertising:** (Justice Deno Himonas)

Justice Himonas discussed the committee's need to focus on marketing. Thus far, marketing of LPPs and their services has been achieved through publicizing the rules and the rulemaking process, multiple speaking engagements, meetings, and word of mouth. The Bar has spent only negligible funds in marketing LPPs. Monte Sleight proposed having the Bar create a report on program spending in the interest of transparency.

The committee wants to expand the education and marketing beyond the initial audience of attorneys and paralegals and onto the general public as potential clients. Elizabeth Wright reported that the Bar is developing a marketing plan aimed at potential LPPs and potential clients, including possibly sending targeted mailings to all nationally registered paralegals in the state.

Ms. Wright reported on the ways in which LPPs can be researched and contacted by potential clients via the Bar's website and search directory. The Bar's website will include information on LPPs including practice areas and services.

Julie Emery reported that 3 of the 4 newly licensed LPPs are currently working at law firms and these law firms are also marketing their LPPs on their own websites.

5. **Discussion—Update on current students:** (Monte Sleight)

Mr. Sleight reported there were initially 13 students signed up. He does not know whether UVU has started marketing for the next course. Mr. Sleight proposed reaching out to the continuing education departments at some Utah universities for continuing education courses for LPPs. Mr. Sleight will write a proposal and meet with Southern Utah University.

6. **Discussion—Report on evaluation project:** (Anna Carpenter)

Anna Carpenter presented a proposed study to evaluate the LPP program. Ms. Carpenter and her research partner Alyx Mark envision this to be a longitudinal study that will be unique to Utah and this LPP program. The study will primarily focus on access to data, business models, and case outcomes. The target audience of the study will be the LPP Steering Committee, licensed LPPs, and states outside of Utah.

The committee approved Ms. Carpenter's research proposal. Justice Himonas advised Ms. Carpenter to contact and interview each committee member depending on various research subjects and data goals moving forward.

7. **Other Business:**

Justice Himonas proposed adding a current LPP as a member to this standing committee. This LPP would need to attend each committee meeting and be an active participant. No members of the committee opposed and the proposition was approved unanimously.

8. **Adjournment and next meeting**

The meeting adjourned at 1:10 p.m. The next meeting will be held on November 5, 2019.