

**PARALEGAL PRACTITIONER
STEERING COMMITTEE
MEETING**

**Minutes
May 22, 2018
Executive Dining 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, Chair
John Baldwin
Carrie Boren
Sue Crismon
James Deans
Julie Emery
Jim Jardine
Steven Johnson
Ellen Maycock
Jacqueline Esty Morrison
Rick Schwermer
Monte Sleight
Judge Kate Toomey
Elizabeth Wright

Excused:

Dean Robert Adler
Adam Caldwell
Dr. Thomas Clarke
Terry Conaway
Dean Benson Dastrup
Judge Royal Hansen
Dixie Jackson
Scott Jensen
Commissioner Kim Luhn
Daniel O'Bannon
Rob Rice
Senator Stephen Urquhart

Staff:

Cathy Dupont
Jeni Wood – Recording secretary

Guests:

Karen Cloward

- 1. WELCOME AND APPROVAL OF MINUTES: (Justice Deno Himonas)**
Justice Deno Himonas welcomed everyone to the meeting.

Motion: Judge Kate Toomey moved to approve the January 17, 2018 committee minutes, as amended. Jacqueline Esty Morrison seconded the motion, and it passed unanimously.

- 2. UPDATE ON PUBLICATION OF RULES AND REVIEW OF COMMENTS:
(Cathy Dupont)**

Cathy Dupont reviewed rules that recently completed a public comment period. Ms. Dupont noted there was only one comment received regarding USB rule 11-101. The committee agreed the rules are ready to be sent to the Supreme Court for final approval with a proposed

effective date of November 1. Justice Himonas reviewed and edited rules that reference both licensed legal paralegals and attorneys, where applicable.

3. UPDATE FROM EDUCATION COMMITTEE: TEST DEVELOPMENT AND VENDOR SELECTION; AND COORDINATION WITH UTAH VALLEY UNIVERSITY: (Jacqueline Esty Morrison, John Baldwin, and Julie Emery)

John Baldwin explained the results that came from a discussion with Karen Cloward, a representative from Utah Valley University (UVU). Ms. Cloward noted UVU has funding from the Perkins Grant. The results of that discussion were as follows.

Utah Valley University has committed to:

- Pay for the creation of a curriculum once they have the tests
- If the tests are complete by early September, a roll-out date would be the January, 2018 semester
- Pay for and market the courses through UVU

Utah State Bar has committed to:

- Assist with funding for advertising through the Bar
- Prepare a memorandum of understanding with UVU

Salt Lake Community College has committed to:

- Assist in locating adjunct professors to teach the four courses

Ms. Dupont noted there will be a meeting on June 18 at 10:30 am to confirm the commitments and review the MOU.

4. FORMS COMMITTEE UPDATE: (Cathy Dupont)

Ms. Dupont distributed a list of forms that have been approved by the Forms Committee. Judge Toomey noted additional forms were approved by the Judicial Council on May 21, 2018.

5. UPDATE ON PRESENTATION AT SPRING BAR CONFERENCE: (Judge Kate Toomey and Julie Emery)

Judge Toomey said everything went well at the spring conference. Julie Emery said people were engaged. John Baldwin said the Bar committed to approximately \$37,000 in funding for the LPP testing. Judge Toomey said the Bar was very supportive of this program.

Ms. Emery reviewed the speakers who will present at the Bars summer conference on July 26 at 10:30 a.m.

6. UPDATE ON LPP SURVEY DATA SHARING WITH THE UTAH STATE BAR AND DEVELOPMENT OF COMMUNICATION OPTIONS: (Julie Emery)

Ms. Emery noted she and Carrie Boren are working with the Bar, however, the Bar's database will not be compatible with the current LPP data. Mr. Baldwin noted the Bar's system will be able to accommodate for LPP's.

7. UPDATE ON BAR REVIEW ARTICLE: (Cathy Dupont)

Ms. Dupont thanked Judge Toomey and Elizabeth Wright for their assistance with this article. Ms. Dupont has received positive response.

8. OTHER BUSINESS

Monte Sleight thanked the Bar for their assistance with the testing materials. Jacqueline Esty Morrison said there is concern about LPP's in rural areas. Julie Emery said there are clinics and internships available. Sue Crismon said Utah Legal Services is available statewide.

Ms. Emery said she and Monte Sleight are presenting at the paralegal conference in June.

Rick Schwermer said the e-filing system will be implemented soon to allow for LPP's to e-file. Justice Himonas said the first filings could be as early as September. Elizabeth Wright said she met with the courts to ensure all goes smoothly.

9. ADJOURN

The meeting was adjourned.