

**The West Virginia State Bar
Young Lawyer Section Executive Committee Meeting
West Virginia State Bar Center
Charleston, WV
January 18, 2020**

MINUTES

Members present: Chairperson Nicole Cofer, Vice-Chairperson Eric Hayhurst, Secretary Angela Brunicardi-Doss, Taylor Coplin, Shana Thompson, Lori Counts, Lauren Estep, Lindsey McIntosh, Robert Zak, Matthew Bradford, Samantha Koreski, Rachel Cornell, Hilary Bright, William Duty, Dane Henry.

1. **Call to Order** – The meeting was called to Order at 9:07 a.m. by Chairperson Cofer.
2. **Ascertainment of Quorum** – Quorum ascertained by Secretary Brunicardi-Doss.
3. **Review/Approval of Minutes from October 19, 2019 Meeting at Canaan Valley Resort.**

Secretary Brunicardi-Doss disseminated the minutes from the October 19, 2019 YLS Executive Committee meeting, which was held at Canaan Valley Resort in Tucker County, West Virginia.

ACTION TAKEN: Ms. Estep moved to approve the minutes from the aforementioned meeting. Mr. Zak seconded the motion. There was unanimous approval of the motion by the members present.

4. Reports of Officers:

- A. Chairperson Cofer discussed upcoming trip to Austin, TX on behalf of the Young Lawyers Section.
- B. Vice-Chairperson Hayhurst had no new report.
- C. Secretary Brunicardi-Doss had no new report.

5. Update on Board of Governors' Meeting – Chairperson Cofer

Josh Thompson is the new District 9 BOG representative, who came to the YLS meeting to introduce himself

President Haight, BOG president spoke to details of the upcoming Annual Meeting. Ms. Haight is hoping to increase attendance of young lawyers at the annual meeting and mentioned that the Hampton Inn in Lewisburg is available for people as an alternative to staying at the Greenbrier.

Monica Hadaad, BOG incoming president introduced herself to those who do not know her. She spoke to the annual meeting and asked YLS representatives to pass information on to people in their districts. Ms. Hadaad briefly discussed locations and dates for BOG and YLS quarterly meetings during her upcoming tenure as president.

A. Bylaws

New bylaws have been approved by Court. We are a legal entity now. Bylaws came into effect January 2020.

Anita Casey will be doing a presentation in June regarding changes with the new bylaws. Anita can get those materials to us in about a month.

B. BOG/YLS Responsibilities

Expect to see a copy of the agreement with young lawyers contained in the bylaws so potential young lawyer district representatives know what duties are expected before running. There is a history of people who are YLS members in name only – and we want young lawyers to know what’s expected.

C. Pro Bono Flyers

Flyers to go to districts. Young Lawyers help disseminate them.

D. 2020 Regional Meetings

- i. 9/25/2020 – Huntington
- ii. 10/2/2020 – Parkersburg
- iii. 10/9/2020 – Wheeling
- iv. 10/27/2020 – Beckley
- v. 10/28/2020 – Shepherdstown
- vi. 10/29/2020 – Moorefield

6. Report of WVU Law School Representative – Mr. Gordon was not present, however Dean Bowman from WVU College of Law was present to give the YLS updates.

- A. Dean Bowman spoke to the applicant numbers for WVUCOL and law schools across the country. WVUCOL would like to increase the applicant pool, especially for out-of-state individuals because our state has a declining population. It is a challenging dynamic because while we need to be a more outward facing school with more national attention, we also need to be sure to stay true to our land grant heritage.
- B. Efforts are being made by the WVUCOL with more social media, effective marketing, and more focus on clinics.
- C. WVUCOL started generating an annual report.

- D. WVUCOL is starting a location in Charleston, WV with limited offerings. Funding has been made available to hire a director for a Charleston, WV site.
- E. WVUCOL faculty is down in size, which is good for the budget but not in terms of class offerings.
- F. New CLE coordinator is Lori Hutchinson-McCartney, and more CLE opportunities are being offered in the southern part of the state.

7. Committee Reports and Old Business

A. Young Lawyer Education and Mentoring

1. Practice Handbook – Mrs. Counts

- i. Ms. Counts has been getting some updates, including Abuse and Neglect.
- ii. Samantha Koreski was able to get the ADR committee to write a mediation chapter, which will be added to the handbook.
- iii. Chairperson Cofer will forward the handbook to BOG members to see if anyone can help update the handbook.
- iv. Matthew Bradford suggested a chapter on electronic filing, and Jill McIntire agreed to coordinate the same.
- v. Everyone was reminded of their assignments.
- vi. Mr. Henry has been updating the website with regards to the handbook.

2. Bridge the Gap – Vice Chairperson Hayhurst and Ms. Counts

- i. November BTG was well done and well received. Thank you to all who could be there and help.
- ii. Fall 2020 Bridgeport Conference Center. Contract signed.
- iii. Because of space and cost constraints, we are going to reduce the number of afternoon breakout sessions from 3 to 2. This will require us to determine which 2 in each time slot we want to keep.
- iv. Materials from speakers need to be submitted no later than February 28, 2020.

3. Admissions Ceremonies – Ms. Bias

President Haight is going to a small admission ceremony on 1/29/20 at 10am. Lunch immediately thereafter. Ms. Counts may be able to attend depending on her schedule.

ACTION TAKEN:

Ms. Koreski moved to eliminate technology for small firms breakout session. Ms. Estep seconded the motion. Motion carried.

Secretary Brunicardi-Doss moved to consolidate concepts of getting paid, rainmaking, and opening a law office with Ms. Counts and Secretary Brunicardi-Doss assisting Vice-Chairperson Hayhurst.

Ms. Counts seconded the motion. Motion carried.

Ms. Counts suggested a topic such as the “plight of everyday young lawyer”, discussing concepts such as compassion fatigue, starting a family, work/life balance. Ms. Koreski made motion to do a panel discussion re: these topics. Ms. Thompson seconded the motion. Motion carried. Ms. Brunicardi-Doss, Mr. Zak, and Ms. McIntosh agreed to be on the panel, and Ms. Cofer agreed to moderate.

Ms. McIntosh moved to strike 4th amendment breakout session. Mr. Bradford seconded the motion. Motion carried.

Chairperson Cofer moved to combine nuts and bolts of mag court and legal/ethical issues of prosecution/defense. Mr. Zak seconded the motion. Motion carried.

Ms. McIntosh moved to add an in-house counsel presentation. Ms. Coplin seconded the motion. Motion carried. Ms. McIntosh and Ms. Coplin volunteered to present.

B. Law Student Education and Mentoring

- 1. Lunchtime Lecture Series – Vice Chairperson Hayhurst/Mr. Zak**
 - i.** No new report. Anyone interested in presenting, let us know.
- 2. Bar Exam Box Lunches – Ms. Bias**
 - i.** No new report

C. Community Outreach

- 1. Special Projects/Public Service Committee – Secretary Brunicardi-Doss and Ms. Counts-Smith**
 - i.** Adopt a Family – Holiday Project
 - 1.** Successful in both districts. Thank you for those who coordinated in their districts and all those who donated or solicited donations.
 - ii.** Habitat for Humanity update
 - 1.** Weather has not been kind to this project, but hoping to reschedule for Sprint in District 3, being coordinated by Ms. Coplin.

ACTION TAKEN: Ms. Thompson made a motion to select Logan County for a middle school/high school hygiene drive. Ms. Bright seconded the motion. Motion carried. Ms. Thompson and Ms. Counts will work together to determine need, create an Amazon wish-list, and assist the YLS district representatives in soliciting donations. The plan is to bring the donations to the Greenbrier for a count and photo at the annual meeting.

D. YLS Technology Committee – Ms. Bias

- 1. YLS Website – Ms. Bias/Mr. Henry**

i. Mr. Henry continues to update the website and we are forever grateful!

2. Social Media – Ms. Bias

i. No new report. Please get photos to Ms. Bias with any events going on in districts.

E. Budget Committee –Ms. Brunicardi-Doss

1. Ms. Brunicardi-Doss participated in a mid-year budget meeting on December 2, 2019. The YLS budget was discussed, particularly for Bridge the Gap. Upon request by Ms. Brunicardi-Doss, a budget to actual report was received by Finance Director Sarah Hall and distributed to the YLS officers. YLS is on track budgetarily.

F. JLAP Liaison – Mr. Zak

JLAP having conference April 17 – Mr. Zak will attend. One issue is JLAP Board consists of a lot of old attorneys. No youth. Quarterly meetings are in Charleston on Wednesday mornings.

G. Annual Meeting – Ms. Counts-Smith

According to Chairperson Cofer, Anita Casey sang Ms. Counts's praises at the BOG meeting yesterday. They are very thankful to have her on the annual meeting committee.

Ms. Counts and Chairperson Cofer spoke to plans for the annual meeting. Boxed lunches are being provided. There will be a reception with judges prior to the banquet.

H. District Events for the Current Year – District Representatives

District 4 – Ms. Estep had a district event. 8 people attended dinner at restaurant together.

YLS sponsored lunch in Monongalia County with Judge Tucker presenting.

Mr. Henry has an event coming up in Hampshire County in May 2020 – Family Law CLE. Hopefully YLS can be a sponsor for food.

I. Other Old Business

1. Attendance requirements
2. Lawyer Leadership Institute

William Duty went last year to the Lawyer Leadership Institute. He spoke to his experience. We should be getting information about one coming up. Be on the lookout for when that is scheduled so we can send someone.

8. New Business

- A. **BOG Social Media Committee** – Chairperson Cofer/President-Elect Haddad
- B. **Preparation for Annual Meeting**

Be mindful for registration information. Be available to help as needed.

Ms. Koreski made a motion to establish a committee to select Young Lawyers and Mentor of Year. Chairperson Cofer seconded the motion. Motion carried.

Ms. McIntosh, Ms. Coplin, and Ms. Koreski agreed to organize the committee and coordinate the same.

9. Next Executive Committee Meeting – April 5, 2020 at the Greenbrier Resort in White Sulphur Springs, WV.

August 2020 – date/location TBD

10/30/2020 – 10/31/2020 – Oglebay, Wheeling, WV

10. Announcements

Baby Vivienne Harrell was born on January 7, 2020! Congratulations to Ms. Bias!

Best wishes to Ms. Nichols – she suffered a severe burn and has been hospitalized.

11. Adjournment

Ms. Bright moved to adjourn. Adjourned at 12:15pm.