

**The West Virginia State Bar  
Young Lawyer Section Executive Committee Meeting  
Adventures on the Gorge  
Lansing, West Virginia  
July 21, 2018**

**MINUTES**

The following members were in attendance: Linnsey Amores, Nicole Cofer, Eric Hayhurst, Shannon Smith, Robert Zak, Matthew Lockhart, Joni Nichols, Tyler Gordon, Lori-Counts Smith, Ashton Bias, Shana Thompson, Matthew Bradford, Blake Belcher, Kyle Moore, Katie Marcum, Dane Henry, Hilary Bright, Mikail Clark, Samantha Koreski, William Duty.

The following members were not present: Matthew Chapman and Justin Raber.

The following non-members were present: R. Dean Rohrig, Ann Haight, Josh Miller, R.F. Stein, Jyl McIntire, Al Emch.

1. **Call to Order** – Chairperson Amores called the meeting to order.
2. **Quorum ascertained** – A quorum was established.
3. **Review/Approval of Minutes from April 8, 2018 Meeting.**

**ACTION TAKEN:** Mr. Moore moved for approval of the minutes. Mr. Belcher seconded the motion. Motion unanimously approved.

**4. Reports of Officers:**

A. Chairperson Amores –

a. Report from Board of Governors Meeting

- i. State Bar Center renovations expected completion September, 2018
- ii. Supreme Court Impeachment Proceedings
  1. Board did not want to take a position admonishing the Court as that is a role for the courts
  2. Possibility of coming up with talking points for Board and YLS EC
- iii. 2 new committees – appellate and business law committees
- iv. Annual Report from JLAP
  1. Read order in Ditrapano case as an example of what JLAP does
  2. JLAP can help with inner-office issues

v. 2018 Budget

1. YLS slightly over budget on meetings

- b. Attending the ABA Conference in Chicago next month – please let Ms. Amores know whether there is something we want her to follow-up on.

B. Vice Chairperson Cofer –

- a. Pay attention and reach out where you can to get involved with the Bar  
b. Discussed a training she attended for young lawyers

C. Secretary Hayhurst –

Secretary Hayhurst had no report

D. Immediate Past Chairperson Smith –

Ms. Smith reserved her report for later on the agenda

**5. Update on Board of Governors' Meeting – Chairperson Amores**

- A. Minutes of the Board of Governors Meeting held on April 8, 2018.  
B. Agenda of the Board of Governors Meeting held on July 20, 2018.

**6. Report of WVU Law School Representative – Mr. Gordon**

- A. New Wellness Room in the law school  
B. New faculty at the College of Law:  
i. Associated Dean of Academic Affairs – Elaine Wilson  
ii. Direct of Library Services -- Caroline Osbourne  
iii. Stephanie Miller  
C. The Career Services Center is conducting outreach to alumni for potential hiring needs.  
D. Mr. Gordon will be attending ABA national conference in August.

**7. Committee Reports and Old Business**

**A. Young Lawyer Education and Mentoring**

**1. Practice Handbook – Mrs. Counts-Smith**

- i. Request for ideas on how to recruit authors for more obscure practice area chapters (i.e., taxation). Discussion on how to recruit – possibility of a bar blast, two members tackling one chapter to find authors, members authoring chapters.  
ii. Ms. Koreski identified an attorney who is interested in helping with

- authoring the Wills chapter – Robert Marsh.
- iii. Heather Spielmaker from WVU College of Law spoke about two opportunities from the Supreme Court. The Supreme Court is seeking attorneys to update/author two benchbooks - ???.
  - iv. Chairperson Amores and Secretary Hayhurst have agreed to author the Civil Litigation chapter.
  - v. Dean Greg Bowman from the WVU College of Law offered the services from the Law Librarians to assist with the handbook. A meeting with Dean Bowman and local members will be set up to discuss developing this relationship.
  - vi. Updating the format of the existing chapters.
  - vii. Possibility of deleting and combining chapters. Topic tabled for the next meeting.

## **2. Bridge the Gap – Chairperson Amores**

- i. The Sample Agenda has been updated based upon the reports of the subcommittees to date
- ii. Subcommittee Reports:
  - 1. Logistics – by Chairperson Amores
    - a. Anita is working with Bridgeport Conference Center for the Fall 2019 program
  - 2. Criminal – by Mr. Duty
    - a. Public Defender Services is going to do a 4<sup>th</sup> Amendment introductory presentation
    - b. Mr. Zak discussed possibility of Gabe Mucciola doing a presentation on domestic battery
  - 3. Solo/small firm – by Secretary Hayhurst
    - a. Opening a Law Office presentation to be done by Secretary Hayhurst
    - b. A marketing/social media presentation to be done by Luke Nesler
    - c. A small firm technology presentation to be done by Chris Pritt
    - d. Per Ms. Bias, Lyne Ranson has been confirmed for a presentation
  - 4. General – by Chairperson Amores
    - a. Reaching out to Office of Disciplinary Counsel and Judges and Lawyers Assistance Program for speakers/presentations
    - b. Proper billing and collection techniques
      - i. Vice Chair Cofer suggested ODC do a presentation on proper billing practices, especially for court-appointed counsel
    - c. Duty to Court and Counsel -- Judge Reeder and Judge Aloï are possibilities for presenters

- i. Possibility of presentation on civility in the practice of law
5. Civil – by Mr. Lockhart
  - a. Federal v. State Court Practice – to be presented by Judge Aloi; possibly Judge Alherhosen (sp?)
  - b. Pre-Trial Litigation Discover Nuts and Bolts to be presented by Deb Scudiere
  - c. Real World Practice Tips You Didn't Learn in Law School – working on a presenter
6. CLE – The officers will confer with State Bar staff and further report to those on the committee as to how this will proceed.

Chairperson Amores requested that everyone email her the names of confirmed speakers.

The date has been changed for Fall 2019 Program to November 15, 2019. It was discovered that November 22 was the Friday before Thanksgiving and that was not ideal.

### **3. Young Lawyer Mentoring Program – Chairperson Amores**

- i. The program was launched and it is on the website.
- ii. A Bar Blast supposedly went out, but no one saw it. It will be sent again.
- iii. Each member should reach out to all new admittees, introducing themselves, YLS and welcoming them to the Bar. Each member will need to reach out to Mike Mellace to get new members list after each swearing-in. Mr. Henry will work on possibly doing this in the future.
- iv. Each member should include a link to the website in their emails to their districts.

### **4. Admissions Ceremonies – Secretary Cofer and Ms. Bias**

- i. Admission ceremonies coming up in August, September and October.
- ii. The large one is in October. As many members as possible should attend the ceremonies. Once the dates are known, Chairperson Amores will inform the members.
- iii. YLS will do the breakfast for the October swearing-in once again.
- iv. Ms. Bias volunteered to purchase “swag” for YLS to hand out at the ceremonies.

## **B. Law Student Education and Mentoring**

### **1. Lunchtime Lecture Series – Mr. Zak**

Mr. Zak will work on speakers for the upcoming school year.

**2. Bar Exam Box Lunches – Ms. Bias**

- i. July 24 and 25 at the Embassy; everything has been confirmed.
- ii. Mrs. Counts and Mr. Clark will be assisting Ms. Bias in setting up and distributing.
- iii. Announcements have gone out on Social Media.
- iv. Possibility of getting snacks for those who do not want a large lunch.
- v. Law school rep will be in attendance as well.
- vi. If in Charleston area, members are welcome to attend.
- vii. The banner has been misplaced but we will attempt to locate.

**C. Community Outreach**

**1. Special Projects/Public Service Committee – Mrs. Brunicardi-Doss and Vice Chair Cofer**

- i. Possibility of doing a coat drive this Fall. Use of Amazon wish list for purchases. For October meeting – distribution at that meeting for districts. Used coats are welcome. Hats, gloves and scarves also. Points of collection – Ms. Bright volunteered to be the Amazon place of collection.
- ii. Received commendations at the Board meeting on our Diaper Drive completed at the Annual Meeting.

**2. WVU Women’s Business Center and Entrepreneurship – Mr. Lockhart**

The Center contacts us for possible legal contacts for advice. No contact in about a year. Mr. Lockhart will follow-up with the Center to determine whether they want to continue the relationship.

**D. YLS Technology Committee – Ms. Bias**

**1. YLS Website – Mr. Henry**

Mr. Henry has updated the website. He has full admin access to website, so any changes or updates can be sent to him.

**2. Social Media – Ms. Bias**

- i. Everyone should follow our social media pages (Facebook and Instagram) and ask their friends to follow/like as well.
- ii. wv\_younglawyers on Instagram
- iii. She has promoted the survey and box lunches on social media.

**E. Budget Committee – Secretary Cofer and Mrs. Koreski**

The Bridge the Gap budget will be different in future years due to size and the fact that 2019 and beyond will have 2 programs.

**F. Bylaws Revision – Immediate Past Chairperson Smith**

Final revisions to the Bylaws were approved at the prior Board of Governors meeting – including keeping Immediate Past Chair and AA Representative and mirroring YLS and Board of Governors governance sections. However, those revisions were not submitted to the Supreme Court, nor posted for public comment, rather a version without those revisions was posted. The Board of Governors decided at its meeting that President Rohrig would submit a letter on behalf of the State Bar as a “public comment” that the incorrect version was submitted and asking that the previously agreed upon revisions be made by the Court.

Vice Chair Ann Haight spoke to the Committee on the issue. Her personal belief is that the Court will consider the comments and does not see any reason why the Court would not make the revisions requested by the Bar.

Discussion of letter to be submitted on behalf of the YLS.

**ACTION TAKEN:** Immediate Past Chairperson Smith moved to authorize Chairperson Amores to draft and submit a letter to the Supreme Court requesting the revision to the bylaws as previously discussed. Mr. Zak seconded the Motion. Motion unanimously approved.

**G. Annual Meeting – Chairperson Amores**

1. Board would like to try to shorten the Banquet. Possible elimination of some of the awards. Dean Bowman spoke in opposition to eliminating the awards. Possibility of shortening introductions for the awards or video introductions for award winners; assigned seating for those who are being recognized; slide show for past presidents and 50-year members. If anyone has suggestions on shortening the program, please send them to Chairperson Amores.
2. Ideas for Annual Meeting speakers – need interesting and engaging speakers/topics in order to garner attendance. Speakers must be locked by October 1 prior to the Annual Meeting.
3. Sponsorships – if you have connections with experts, court reporters, firms who would like to sponsor, please contact Anita.
4. Date and location of 2019 Annual Meeting – Charleston Marriott, April 8-9, 2019.

**H. District Events for the Current Year – District Representatives**

1. Mr. Chapman is planning one with federal judges in District.
2. Ms. Thompson – 22 attorneys attended a lunch and learn in ethics. Amber

Hannah was the speaker. It was done in conjunction with local bar associations.

3. Mrs. Koreski – planning an ice cream/coffee social in her district during the week of September 17, 2018.
4. Survey results indicated that young lawyers would like to have more district events. Chairperson Amores requested that members plan something in each of their districts. Members can combine districts. Suggested judges or JLAP members for lunch and learns. Cannot pay for alcohol. \$250.00 for each district. If you need more, we can find money in the budget or pull from other districts that aren't using funds. Can incorporate a service project.

## **I. Other Old Business**

1. Attendance requirements – Chairperson Amores

If you miss more than 2 meetings, you cannot attend Annual Meeting.

## **8. New Business**

### **A. Membership Services Survey – Chairperson Amores**

1. 185 responses. Responses from every single county and every year of practice (1-10)
2. Want more contact from district reps. Send out summaries, welcome emails; include website and
3. Multiple requests for CLE, lunches and other networking events – do more district events.
4. Handbook is most frequently used resource
5. More CLE – possibility of opening up Bridge the Gap in the Fall to all young lawyers for a small fee. Group in favor. No objection
  - i. State Bar does CLE every 3 months, 3 hrs, around state, livestreamed – advertise to our young lawyers, include in summary
  - ii. More CLE in Norther & Eastern panhandle
6. Respondents appreciated handbook and service projects
7. Job placement – Chair spoke to law school career services – going to be forwarding job opportunities to us to share with all young lawyers
8. Request for trial school – WVU COL Visiting Committee has discussed possibly doing this in the past, Amy Syphert is point person; pass along information
9. Legislative update – possibility of doing an update on the law after the legislative session; PD and Prosecutors update – Ms. Thompson; Smith – WV Chamber; Hayhurst – WVAJ; Amores – civil litigation update
10. Motion Handbook – links to websites with forms including Supreme Court

### **B. JLAP Liason – Mr. Zak**

Will update at next meeting as meeting is following YLS meeting today.

**C. Wills for Charleston Police Department -- Chairperson Amores**

1. Large undertaking because of the logistics and hours required to properly draft and execute the Will.
2. Mr. Clark's firm offers low cost wills – we will pass along information.
3. We will not be reviving the project.

**D. State Bar Regional Meetings – Chairperson Amores**

Anita Casey requests that everyone should attend the meeting in or for their District. May be asked to introduce a speaker. Dates, times and locations can be obtained from website or bar blast.

**9. Regional Officer Reports**

- A. Mrs. Bright – Judge Shaffer on the bench in Preston County.
- B. Mr. Henry, 16 – 2 new judges in 23<sup>rd</sup> Circuit – Dave Hammer and Steven Redding.
- C. Ms. Marcum, 12 – Election in Fayette County for Family Court Judge, Judge Roth; April Mallow new APA in Randolph.
- D. Ms. Bias, 8 – Dan Greear appointed as Circuit Judge in Kanawha County.
- E. Mrs. Counts, 8 – Law Day at Mary C. Snow was a big hit. They were assisted by Legal Aid. They also assisted with Happy Hour for WV Women Lawyers, bought soda for giveaways

**10. Next Executive Committee Meeting – October 12-13, 2018: Stonewall Jackson State Park, Roanoke, West Virginia**

Additional upcoming meetings:

January 11-12, 2019: Blennerhasset Hotel, Parkersburg, West Virginia

April 7-8, 2019: Embassy Suites Hotel, Charleston, West Virginia

**11. Adjournment**

**ACTION TAKEN:** Vice Chair Cofer moved to adjourn. Motion unanimously approved.