

**The West Virginia State Bar
Young Lawyer Section - Young Lawyer Board Meeting
The Blennerhassett Hotel
Parkersburg, West Virginia
January 20, 2023**

AGENDA

1. Call to Order – Chairperson Bias-Harrell

- Meeting started – 9:10 am

2. Ascertainment of Quorum – Secretary Coplin

- **Attendance:** Bias-Harrell, Coplin, Brunicardi-Doss, Isner, Cisco, Ball, Robey (by phone), Ford, Graybeal, Thomas, Moore, Gordon, Thaxton
- **Guests:** Mary Jane Pickens, Ben Mishoe, Jami Cooper, and Brittany McClung

3. Review/Approval of Minutes from October 22, 2022, Quarterly Meeting

Secretary Coplin electronically disseminated the minutes from the last YLS Executive Committee Meeting, which was held on October 22, 2022, at Pipestem Resort State Park Pipestem, West Virginia

ACTION REQUESTED: The Young Lawyer Board will be asked to approve the minutes with any changes or corrections. Jay Ford moved; and Mitch Moore, seconded.

4. Reports of Guests:

- **Jami Cooper, co-chair of Women in the Profession**
 - The annual Law Day Contest for West Virginia students is now accepting submissions. The deadline is March 24, 2023. The theme this year is “Cornerstones of Democracy: Civics, Civility, and Collaboration.”
 - <https://wvbar.org/2023lawday/>
 - Passed out “More than a Lawyer” nomination form.

5. Reports of Officers:

A. Chairperson Bias-Harrell

1. The BOG / YLS joint service project to raise awareness and funds for Mission West Virginia’ Emergency Fund, which seeks to normalize experiences for West Virginia youth in foster and kinship care, while lessening stress and promoting self-esteem, went extremely well.
2. Liam’s Place Holiday Project was very successful. Mr. Ford organized and did an amazing job on the project.
3. In February Chairperson Bias-Harrell will attend the ABA Midyear Meeting in New Orleans and will report back on the meeting at the March meeting.

B. Chairperson-Elect McIntosh- absent

C. Secretary Coplin- **Bridge the Gap Updates – see below.**

6. Update on Board of Governors' Meeting- Chairperson Bias-Harrell and Ben Mishoe

- Annual Meeting CLE is March 27th, working to get sponsors and speakers lined up. If the YLS board has topic or sponsorship ideas reach out to Ben or Brittany.
- Working strategic plan, a committee has been stated to work on plan, the committee will be expanding likely YLS chair or board member will be asked to be on committee.
- Toys for Tots holiday project went very well.
- Next year's budget is almost finalized and will be finalized before annual meeting.
- Mary Jane and Board of Governors looking at updating security at state bar office.
- New abuse and neglect committee met for the first time last week- if anyone is interested in the committee reach out to Kristen Antolini, kantolini@lyonsphillips.com
- Proposal: Approve \$250 to provide Shannon Smith, VP of the State Bar, a get well soon gift. Ms. Brunicardi-Doss moved to approve proposal; Ms. Cisco seconded. Unanimous Approval.

7. Report of WVU Law School Representative – Ms. Thaxton

- Mr. Moore and Ms. Thaxton did a lunch and learn at the college of law in the fall. It went very well. They will plan another lunch and learn for the spring semester.
- SBA is changing the structure of the barrister's ball. No longer sit-down dinner. Their will be table sponsors.
- Business clothing drive still going on to stock professional clothing closet – real need is women's clothing items.
- Mr. Moore was approached Mattie F. Shuler, Extern Law Clerk for Chief Justice Beth Walker, regarding WVU Law's student advocacy programs, Lugar Trial Association and Moot Court, being interested in engaging in community service for local high school students. Lugar and Moot Court have been in touch with the West Virginia Supreme Court of Appeals and are in the process of planning their potential involvement in the LAWS (Legal Advancement for West Virginia Students) and the potential for support of the program by Young Lawyers Bar Association.
 - Proposal: Mr. Moore will reach back out and determine details of the program and how exactly the board could help assist in the program (donation, volunteers, outreach, etc.). Depending on the support they need, and with at least 30 day notice, Mr. Moore would bring a proposal for support and vote to the full board via email. Mr. Moore moved; Mr. Isner seconded. Unanimous Approval.
 - <http://www.courtswv.gov/public-resources/student-resources/LAWS/laws-program.html>.
- In review of the above LAWS program – it was determined that on the Supreme Court Website that there is a program entitled “West Virginia Law Adventure

Program” that indicates that the program is owned by the Young Lawyers Section. YLS has since relinquished this program. Ms. Bias-Harrell will reach out to the Supreme Court to have the website updated to removed YLS as the sponsor for the program. <http://www.courtsww.gov/public-resources/student-resources/law-adventure.html>

8. Committee Reports and Old Business

A. Young Lawyer Education and Mentoring

1. Practice Handbook – Mr. Laird and Mr. Pfeifer

2. Bridge the Gap – Secretary Coplin

- i. Next BTG – Next BTG will be on March 27th at the Greenbrier – it is the same day as the annual meeting CLE.
- ii. Rob Aliff reached out to Chairperson Bias-Harrell about the potential for a presentation at BTG around civility. Secretary Coplin will reach out about adding to the program to the 3/27/23 BTG program.
- iii. Proposed Rule Change - Chairperson-Elect McIntosh – after review of the current rule it already provides an exemption process.

- c) Exemption. A member required to complete the Bridge-the-Gap Program may, upon application to and approval by the Executive Director, be exempted from the requirement if: (1) the member can certify having been admitted to practice in another jurisdiction for a minimum of five years; or (2) the Commission can certify that the member has completed a comparable mandatory new lawyer training program offered by the state bar of another jurisdiction of at least seven credits, including two credits of legal ethics, office management, attorney well-being, or elimination of bias in the legal profession. The request for an exemption must be filed no later than twenty-four months after admission to the West Virginia State Bar and no extensions of time are permitted.

3. Upcoming Admissions Ceremonies- Chairperson Bias-Harrell

- i. If we do get notice of an upcoming ceremony, it isn't long before the ceremony date – **if Chair-person Bias-Harrell is alerted about a coming ceremony and we are allowed to attend she will notify the group by email.**

B. Law Student Education and Mentoring

1. **Lunchtime Lecture Series** – Mr. Moore – see above in Law School Representative Report

2. Bar Exam Box Lunches – Ms. Robey

- i. In the past we have had a lot of waste – when possible, we donate the remaining lunches. In addition, the law school will only typically help with the cost for the July exam.**
- ii. Ms. Robey will check to determine if we could provide snack items as an alternative to lunch from the civic center.**

C. Community Outreach

1. Special Projects/Public Service Committee –Ms. Spolarich and Mr. Gordon

2. 2022 Holiday Project

- i. Liam’s Place recap**
 - See above in Chairperson’s report.
- ii. The following districts did Holiday Projects:**
 - District 3
 - District 11
 - District 13

3. Professional Clothing Donation

- i. Mr. Ford moved to reallocate the designated \$3,000 professional clothing donation money to the WVU college of law clothing closet. Mr. Isner seconded. Unanimous Approval.**

D. YLS Technology Committee – Chairperson-Elect McIntosh

1. YLS Website

2. Social Media

E. Budget Committee – Ms. Thomas

- 1. Audit went well – and the proposed budget is being prepared for approval by the Supreme Court.**
- 2. Ms. Thomas to work with Sarah Hall on what remains of the 2022-2023 YLS budget.**

F. JLAP Liaison – Ms. Ball

- 1. Please save May 19 – 21, 2023 for our 5th Annual WVJLAP Conference & Retreat. Open to all members of the Bench and Bar, WVJLAP Board Members, Participants, Volunteers, and Friends who support WVJLAP. Please join us for an informative, invigorating, and relaxing weekend at the beautiful Stonewall Resort in Roanoke, West Virginia. CLE credits are pending. Registration opens February 14, 2023 (announcements in the Bar Blast).**

G. District Events for the Current Year – District Representatives

1. Each district has \$250 to spend on district events each budget year.
2. Ms. Thomas will work with Sarah Hall to get rules and best practices for reimbursement. Ms. Thomas will also work with Brittany McClung on potential items to give out at events like pens or water bottles.
3. Mr. Ford moved for approval of funds to obtain a YLS sign for events, Mr. Isner Seconded. Unanimous approval.

H. Other Old Business

1. Upcoming Elections – Districts 1-5
2. Off Cycle Vacancies that need to be filled
 - **District 4** – (Clay, Jackson, Mason, Putnam, & Roane) Currently open for petition. – Ryan Ball
 - **District 12** – (Braxton, Pendleton, Pocahontas, Randolph, Upshur, & Webster)
 - **District 15** – (Barbour, Preston, Taylor, & Tucker) -
 - **District 16** – (Berkeley, Grant, Hampshire, Hardy, Jefferson, Mineral, & Morgan)
3. Attendance requirements
4. Duties and Responsibilities

9. Young Lawyer of the Year and Mentor of the Year Selection Committee

- Secretary Coplin, Mr. Ford, Ms. Cisco, Ms. Graybeal were selected for the Young Lawyer and Mentor of the Year Selection Committee.
- Motion: No member of the YLS Board or Board of Governors shall be eligible to win the Young Lawyer or Mentor of the Year awards. Mr. Ford moved, Mr. Moore seconded. Unanimous approval

10. Next Executive Committee Meeting: Save the dates!

March 26th/27th- Greenbrier

Regional Meetings:

Sept. 8 - Morgantown - College of Law
Sept. 14 - Chapmanville - Giovanni's
Sept. 15 - Huntington - The Peddler
Sept. 20 - Fayetteville - The Gaines Estate
Sept. 22 - Charleston - Four Points
Oct. 5 - Shepherdstown - Bavarian Inn
Oct. 6 - Moorefield - South Branch Inn
Nov. 3 - Bridgeport - Bridgeport Country Club
Nov. 9 - Parkersburg - The Blennerhassett

Nov. 10 - Wheeling - Wheeling Country Club

Tentative Board Meeting Dates:

July 14-15, 2023 Stonewall Resort

October 13-14, 2023 Snowshoe Mountain

January 19-20, 2024 - Canaan Valley Resort & Conference Center

April 7-8, 2024 - Embassy Suites (Annual Meeting)

11. Announcements

12. Adjournment Mr. Moore made motion to adjourn, Mr. Ford seconded. Adjourned at 11:16 am.