OSB Disability Law Section Minutes

Executive Committee Meeting
Thursday, January 9, 2020 11:30 am to 12:30 pm

By telephone only

- I. General. Meeting held by telephone and in attendance: Chair Terisa Page Gault, Jan Atwill, Treasurer/Chair-Elect Tiffany Blackmon, Rebecca Babarsky, and Bill Spiry.
- II. Bar Liaison Report. None because the bar liaison was not present.
- III. Official Voting In of New Members on EC. After a quorum was found to be present, new EC member Rebecca Babarsky was voted in.
- IV. **Approval of December 12, 2019, Meeting Minutes**. This was not done because we received the incorrect minutes, from 2018. Voting on the 12/19 minutes will occur at the February section meeting when the correct minutes are available.
- V. Treasurer's Report Tiffany reported she has received her screening. The amount in our section account is now not over limit, because we made the Dec 2019 contribution to CEJ for \$1,000. The Bar said we are all ok.

VI. Committee Updates

- a. **Outreach Committee** will unite with Website Committee going forward. Because traffic to the website is found to be low, we are moving our efforts to Facebook and reportedly Juhi will set up that page. We plan to do outreach by partnering with other groups including the new Oregon Attorneys with Disabilities group that Tiffany talked about. Ideas about connecting with them: go to their meeting and Tiffany will check on that date, sponsor a happy hour for them, speak to them about CLE topics they are interested in for our CLE.
- b. **Legislative Tracking** is dormant.
- c. **Scholarship Committee** Juhi will continue.
- d. CLE Committee Jan and Rebecca will co-chair. At the February meeting, we will get materials from prior CLEs to review and Rebecca will check with the bar this month about available June and July dates. Other ideas discussed to follow last year's successful format and again have the afternoon schedule cover mandatory credits (child, elder abuse and lawyer wellness). The goal discussed for all members was to network with other attorneys about topics that attorneys are interested in learning about that we could cover and report back next month.

- VII. Solidification of Section EC goals/priorities for 2020. These primary goals were set as 1) sponsor and organize the CLE for June or July and 2) do more outreach to grow our numbers and visibility.
- VIII. **Future Meeting Logistics**. To coordinate our meeting date with the availability of PLF office room, we changed meeting dates to Fridays, at 11-12, on a monthly basis. Dates for these will be: 2/14, 3/13, 4/10, 5/8, 6/12, 7/10, 8/14, 9/11, 10/9, 11/3 and 12/11 (with Nov and Dec dates likely to be changed). Address for the meeting room at PLF and details about the room are here:

Location and Parking Availability

The meeting space is located near the Old Pioneer Courthouse, at 520 SW Yamhill Street, Suite 1025 (floor 10), Portland, Oregon 97204. On-site parking is not available at this location, so please be prepared to use metered parking or one of the many nearby downtown parking lots. For downtown parking information, click on this link:

https://www.google.com/maps/search/parking+lots+near+520+sw+yamhill+st.+portland+oregon/@45.5181466,-122.6785487,17z/data=!3m1!4b1

Meeting Room Amenities

The conference room holds 6-8 people and is locked with a keypad. The code for the keypad to the conference room is: 25896.

The conference room has password-protected Wi-Fi. The Wi-Fi network name is: SP Meeting Room. The password for the space is: 5036396911.

The bathroom key is located in the basket on the side table. The key works for both the men's and women's restroom down the hall from the meeting space.

The meeting space has a water dispenser for cold and hot water, cups, tea, creamer, and sugar. No other services or office machines are available.

There being no further business, the meeting adjourned at 12:39pm.

Submitted by Jan Atwill, Executive Committee Member at Large

February 14, 2020
The Oregon Lawyers' Conference Room
520 SW Yamhill Street, Suite 1025, Portland, Oregon 97204

EXECUTIVE COMMITTEE (EC) MEMBERS PRESENT: None in person

EC MEMBERS ON THE PHONE: Chair Terisa Page Gault, Treasurer Tiffany Blackmon, Jan Atwill, Gordon Magella, Matthew Denney, Rebecca Babarsky

OTHERS PRESENT: Bar Liaison Nik Chourey, via telephone

EC MEMBERS ABSENT: Secretary Juhi Aggarwal, Bill Spiry

MINUTES OF DECEMBER 12, 2019 MEETING: The minutes were approved unanimously.

MINUTES OF JANUARY 9, 2020 MEETING: The minutes were approved unanimously.

TREASURER'S REPORT: We received confirmation of the \$1000 contribution to CEJ, which brought us down under the \$5080 cap we're allowed to have without incurring the higher assessment fee. Post-meeting, Tiffany received the January report from the Bar. As of January, we had \$5,569 (this is after paying the assessment, and receiving the funds from section fees).

BAR LIAISON REPORT: Nothing to report.

COMMITTEE UPDATES:

- Outreach/Website: Tiffany mentioned that Juhi was working on getting the Facebook page set up for our group, but that when she was working on this for the Pro Bono EC, the Bar had a lot of rules that they had to follow regarding content approval, knowing the passwords, etc. Because Nik had left early, we were unable to ask him about this. Terisa indicated that she would email Juhi about following up with the Bar about the social media page and see if there are any rules we need to be aware of.
- **Scholarships**: Because Juhi was out, there was nothing to report.

• CLE Discussion:

The section seemed to approve of the schedule Rebecca and Jan sent out to everyone. We chose July 17 for the date, which Jan will confirm that with the Bar. It was decided that trying to host it the same day as the happy hour being put on by the Oregon Attys with Disabilities was counter-productive. Some more ideas were maybe asking Juhi to network with fair housing contacts for some about current fair housing topics in Portland and possibly to get a landlord for their perspective. Sub-issues here could be emotional support animals.

We are going to ask Bill to speak again too.

Terisa asked the EC to consider volunteering to speak on any of the topics and said that she can speak again on ethics. Matthew indicated that he might be interested in

speaking on a Title 1 AFD panel, but this is dependent on him remaining in OR. He has a job interview in CA, and if he gets that job, he won't be around. Tiffany said that she wouldn't mind helping with the diminished capacity ethics portion of the CLE, but she has to get approval from the Court now before she does any public speaking engagement. She must submit the entire presentation well in advance and receive approval, so this is something to think about.

The EC was asked to come prepared to the next meeting with speakers who can present at the CLE.

GENERAL DISCUSSION: None.

NEXT MEETING: March 13, 2020 from 11:00am to 12:00pm at The Oregon Lawyer's Conference Room.

There being no further business, the meeting was adjourned at approximately 11:50am.

Respectfully Submitted,

March 13, 2020 VIA PHONE ONLY

EXECUTIVE COMMITTEE (EC) MEMBERS PRESENT: None in person

EC MEMBERS ON THE PHONE: Chair Terisa Page Gault, Treasurer Tiffany Blackmon, Jan Atwill, Secretary Juhi Aggarwal, Rebecca Babarsky

EC MEMBERS ABSENT: Bill Spiry, Gordon Magella, Matthew Denney, Nik Chourey

MINUTES OF FEBRUARY 14, 2020 MEETING: The minutes were approved unanimously.

TREASURER'S REPORT: We have 106 current paid members and 11 complimentary members. In February we had two new members. Our only expenses were conference calling.

BAR LIAISON REPORT: No liaison report since Nik is not present.

NOMINATIONS FOR EC SECRETARY: Juhi has resigned her post as secretary, but is remaining on the EC. There were no volunteers to take over this post, as such, Terisa will act as secretary and chair for the remainder of the year. Juhi volunteered to continue to take notes for the meetings that she is at and email them to Terisa.

COMMITTEE UPDATES:

- Outreach/Website: Jan posted on the website last week. Juhi started to make the Facebook page, but then it was going to be linked to her personal Facebook page, so that's weird and she wanted to talk about it. Tiffany thinks that the Bar is willing to host it for us and she is happy to reach out to the Bar for us. The Oregon Attorneys with Disabilities Association wanted us to post before their event in June so we need to get more information from them about that. It should be Friday, June 5th from 5-7:30pm at Davis Wright Tremaine. We agreed to sponsor \$75 for this event and EC members will make an effort to attend. We discussed reaching out to ONLD to co-sponsor with them again this year, but decided to hold off at this time based on COVID-19.
- **Scholarships**: There have been no applicants. Juhi thinks we should simplify the application if we want people to apply for it. She thinks we need to advertise the scholarship more and simplify the application questions. She will send out the current application so we can make changes and suggestions at the next meeting.

• CLE Discussion:

We got a deadline from the Bar of April 10th for a July 17th CLE ,but with COVID-19 we don't know how this will work with actual CLE logistics and getting presenters to commit right now. We thought about checking with the Bar about webcasting option only. We decided the best course of action is to get a selection of dates for the Fall for the CLE instead, that way we can reschedule for a time when we don't have to worry about the pandemic.

GENERAL DISCUSSION: No one knows if Matthew got the new job he was talking about or not and if he is able to participate with the EC. Terisa will reach out to him to see what is going on.

NEXT MEETING: April 10, 2020 from 11:00am to 12:00pm at The Oregon Lawyer's Conference Room.

There being no further business, the meeting was adjourned at approximately 11:45am.

Respectfully Submitted,

May 8, 2020 VIA PHONE ONLY

EXECUTIVE COMMITTEE (EC) MEMBERS PRESENT: None in person

EC MEMBERS ON THE PHONE: Chair Terisa Page Gault, Treasurer Tiffany Blackmon, Juhi Aggarwal, Gordon Magella,

EC MEMBERS ABSENT: Bill Spiry, Jan Atwill, Rebecca Babarsky

OTHERS PRESENT: Nik Chourey Bar Liaison

BAR LIAISON REPORT: Nothing new to report. The Bar is still working remotely. They are not reopening the Bar to the public through June and will be re-evaluating this in mid-May to determine when they might re-open.

GENERAL DISCUSSION:

As there was not enough members present for a quorum, no meeting was held.

NEXT MEETING: June 12, 2020 from 11:00am to 12:00pm via phone.

There being no further business, the meeting was adjourned at approximately 11:10 am.

Respectfully Submitted,

June 12, 2020 VIA PHONE ONLY

EXECUTIVE COMMITTEE (EC) MEMBERS PRESENT: None in person

EC MEMBERS ON THE PHONE: Chair Terisa Page Gault, Jan Atwill, Treasurer Tiffany Blackmon, Juhi Aggarwal, Bill Spiry, Gordon Magella

EC MEMBERS ABSENT: Rebecca Babarsky, Nik Chourey Bar Liaison

BAR LIAISON REPORT: No liaison report since Nik is not present.

TREASURER'S REPORT: Nothing new to update, \$5,527. Only expenditures were

teleconference.

Approval of EC Minutes April 2020: approved unanimously.

Approval of EC Minutes May 2020: approved unanimously.

COMMITTEE UPDATES:

- Outreach/Website: We will make a post about masks for Oregon Courts on the website. Jan has been making posts where she can. As far as outreach with other groups, this is mostly on hold due to the pandemic.
- **Scholarships**: As a group we reviewed the scholarship application and made updates to make it more user friendly and directed to the law school level as well. We talked about reaching out to the law schools.
- CLE Discussion: Jan and Rebecca seem to think that the Bar is constantly re-evaluating the reopening due to COVID-19. They were supposed to have a telephone conference with the Bar regarding the September date, but that didn't happen. It doesn't seem like we can count on the Bar for planning. So we are going to look at pivoting to a Zoom CLE instead. We need a professional version of Zoom, Jan and Rebecca are going to look at the cost of this and check with the Bar about this. So we're thinking mid-Fall, October or November would be better. Both Bill and Terisa are unavailable the last week of October, Bill is unavailable the first week in November. The week of the October 12-16, also available November 9-13 all EC members present are available. We are going to confirm with Rebecca and Juhi and the Bar and our speakers, then get the Zoom set up. Bill has volunteered to speak for a session. We are looking at doing two days, two-three sessions per day.

GENERAL DISCUSSION: Bill asked if we can do the next section meeting via Zoom. Terisa will check with her firm about using their account.

NEXT MEETING: July 17, 2020 from 11:00am to 12:00pm via phone/Zoom.

Respectfully Submitted,

July 17, 2020 VIA PHONE & BLUE JEANS VIDEO ONLY

EXECUTIVE COMMITTEE (EC) MEMBERS PRESENT: None in person

EC MEMBERS ON THE PHONE: Chair Terisa Page Gault, Jan Atwill, Treasurer Tiffany Blackmon, Juhi Aggarwal, Bill Spiry, Rebecca Babarsky, Nik Chourey Bar Liaison

EC MEMBERS ABSENT: Gordon Magella

BAR LIAISON REPORT: Nik Chourey Bar Liaison nothing really to update, Bar is still closed and everyone is still working from home.

TREASURER'S REPORT: Usual spending \$5,485 is what we have in our reserves

Approval of EC Minutes June 2020: approved unanimously.

COMMITTEE UPDATES:

- Outreach/Website: Jan made a post after the last meeting about face masks to the
 courthouse. We can post about the CLE once we finalize the schedule. Also suggested
 posting about availability of scholarships to website, including a scholarship to the CLE
 as we get closer. Juhi is going to email Jan a blurb about the scholarship with a link to
 the application to post.
- **Scholarships**: Emailed the updated application, continue to have no applicants. Made changes that we talked about at the last meeting. No one had any additional changes. Suggested emailing the law schools a blurb about the scholarship that they can share with students interested in Disability Law, like we can pay for the text or something of that nature.
- CLE Discussion: 8/4/20 is the deadline to finalize the schedule. Tuesday 10/13 and Wednesday 10/14 is our CLE dates. Bill's section will be an hour he said that the morning will be better for him. Bill suggested straddling the noon hour for availability maybe 10-1. We looked at how much last year's program cost and there appeared to be a \$20 discount for section members. Jan and Rebecca had numerous people interested in presenting and they are following up with the new dates. Also looking at the title and theme of the CLE. Looking at between 4-5 topics/speakers. Looking at how to combine the topics and keep interest over both days. Jan or Rebecca are going to check with the Bar to see about pricing discounts for one day registration versus two days and any potential discount. We are no longer trying to coordinate with the other disability group regarding the CLE. Jan and Rebecca are going to get an email out to the group next week so that we can meet the Bar's deadline regarding the CLE final schedule.

GENERAL DISCUSSION: None.

There being no further business, the meeting adjourned at 11:40am.

NEXT MEETING: August 14, 2020 from 11:00am to 12:00pm via phone/Blue Jeans.

Respectfully Submitted,

September 11, 2020 VIA PHONE & BLUE JEANS VIDEO ONLY

EXECUTIVE COMMITTEE (EC) MEMBERS PRESENT: None in person

EC MEMBERS ON THE PHONE: Chair Terisa Page Gault, Jan Atwill, Treasurer Tiffany Blackmon, Bill Spiry, Gordon Magella

EC MEMBERS ABSENT: Juhi Aggrawall, Nik Chourey Bar Liaison

BAR LIAISON REPORT: No report as Nik Chourey was not on the call.

TREASURER'S REPORT: We made our contribution to the CEJ, We have a \$4,987 balance after contribution was taken out.

Approval of EC Minutes August 2020: Approved unanimously.

COMMITTEE UPDATES:

- Outreach/Website: Jan posted about the CLE liked we talked about, no blurb about the scholarship from Juhi. Tiffany reached out to the Bar again for training, so she should be able to get trained next week. Jan said that she can help train Tiffany too.
- **Scholarships**: Tiffany suggested offering scholarship for law students with disabilities for Bar prep. Tiffany reached out WUCL and LC said that they are posting this to students, UofO did not get back to us yet.
- **CLE Discussion**: Checked in with the Bar. 10 registrations so far, sent out advertising program on 8/25. Received some of the course materials. Deadline is next week. Bar is following up with the speakers.
- Nominating Committee: Bill agreed to reach out to Heidi VonRasenburg to see if she
 would be on the nominating committee. Tiffany volunteered to be on the nominating
 committee. Terisa will be the other member of the nominating committee Terisa asked
 that people consider what roles they would like on the EC next year. Terisa also asked
 people to make sure they are also asking people outside the EC to be o the nominating
 committee as well, in case Heidi V. declines the invite.
- Annual Meeting: Because we aren't able to hold this in person this year due to COVID
 19, we are going to have the meeting during our regularly scheduled section meeting
 time via phone and Blue Jeans on Friday, November 13th at 11:00am. We voted
 unanimously not to increase dues this year.

GENERAL DISCUSSION: Made sure that no one had any additional business to be discussed.

There being no further business, the meeting adjourned at 11:36am.

NEXT MEETING: October 9, 2020 from 11:00am to 12:00pm via phone/Blue Jeans.

Respectfully Submitted,

October 9, 2020
VIA PHONE & BLUE JEANS VIDEO ONLY

EXECUTIVE COMMITTEE (EC) MEMBERS PRESENT: None in person

EC MEMBERS ON THE PHONE: Chair Terisa Page Gault, Treasurer Tiffany Blackmon, Bill Spiry, Gordon Magella, Juhi Aggrawal

EC MEMBERS ABSENT: Jan Atwill, Rebecca Barbasky, Nik Chourey Bar Liaison

BAR LIAISON REPORT: No report as Nik Chourey was not on the call.

TREASURER'S REPORT: No updates since the last time. Tiffany has not received the Section Fund Balance Waiver, so Terisa emailed this Tiffany. We are going to have money left over this year, approximately \$700-\$800, so we might want to put money into another organization

Approval of EC Minutes September 2020: Approved unanimously.

COMMITTEE UPDATES:

- Outreach/Website: Tiffany has been trained on the website, so she is able to post and edit. Tiffany is going to post about the CLE on the website to see if we get any additional attendees.
- **Scholarships**: Juhi said we got two applications from LASO attorneys. Melissa Haggerty OSB 125132 applied for \$140. Lauren Guicheteau OSB 162185 2016 bar number in Bend office applied as well for \$160. May be able to get in on the ONLD price. Scholarships approved unanimously.
- **CLE Discussion**: Juhi needs to be added to the planning committee so that she gets the CLE price waived as well. Terisa will email bar to make sure that happens. Neither Jan or Rebecca were on the call, so we are unable to confirm if any of the last minute details are met.
- Nominating Committee: Bill agreed to reach out to Heidi VonRasenburg to see if she
 would be on the nominating committee. Bill has not done this yet, but will do so. Juhi is
 going to have to step down from the EC because she is expecting her first child, but
 hopes to return in 2022. Terisa again reiterated that we would prefer volunteers for
 Board member positions.
- Annual Meeting: Because we aren't able to hold this in person this year due to COVID
 19, we are going to have the meeting during our regularly scheduled section meeting
 time via phone and Blue Jeans on Friday, November 13th at 11:00am. We will elect EC
 Board members at this time.

- Classroom Law Project: We got the request for a donation again this year. The Board discussed this and, as in year's past, we have decided not to donate. Approved unanimously.
- **Monthly meeting:** Format is going well and people like it, for 2021 we will continue to use this format.

GENERAL DISCUSSION: Made sure that no one had any additional business to be discussed.

There being no further business, the meeting adjourned at 11:30am.

NEXT MEETING: Annual meeting to take place November 13th, 2020 from 11:00am to 12:00pm via phone/Blue Jeans.

Respectfully Submitted,

November 13, 2020 VIA ZOOM ONLY

EXECUTIVE COMMITTEE (EC) MEMBERS PRESENT: None in person

EC MEMBERS VIA ZOOM: Chair Terisa Page Gault, Treasurer Tiffany Blackmon, Bill Spiry, Gordon Magella, Rebecca Barbasky (joined late), Nik Chourey Bar Liaison

EC MEMBERS ABSENT: Juhi Aggrawal

BAR LIAISON REPORT: Nothing new to report.

TREASURER'S REPORT: Balance right now \$4,581. We have plenty of money, \$6 more than we started the year with because we did no spending with the CLE. We have \$1,500 more than we projected. Tiffany proposed budgeting \$0 CLE for next year because of virtual CLE not costing us anything and we are not on the hook for holding a CLE. Tiffany also proposed upping CEJ to \$1,000 instead of \$500. Both were approved unanimously.

Approval of EC Minutes October 2020: Approved unanimously.

ELECTION OF NEW EC BOARD: Tiffany Blackmon elected Chair, Jan Atwill elected Treasurer and Chair Elect, Terisa Page Gault elected Secretary.

COMMITTEE UPDATES:

- **Outreach/Website**: No updates Tiffany posted an article about flight restrictions about wheelchair weight limits on AA. Tiffany is going to post about the new board.
- **Scholarships**: Juhi is not present, so no update.

GENERAL DISCUSSION:

2020 Annual Report:

Activities and accomplishments: We stayed active and had regular meetings despite the pandemic. We have been having our monthly meetings and getting quorums, we kept our website blog going. We awarded two scholarships this year to our CLE and we were able to hold a successful virtual CLE with interesting and timely topics.

Legislative Issues: We have not really followed up on this too much. We can request that the Bar do some tracking for us, but the EC is very small and does not really have the resources to dedicate this. We rely on information from DRO and the Bar for updates on legislative issues. We have chosen to dedicate our limited resources to providing information to Oregon attorneys and law students.

Matters Considered/Matters Pending: We are always interested in getting more involvement from our section and reaching new lawyers and law students interested in pursuing disability law. We are considering changing the format of our CLE to monthly lunchtime CLE and maybe make it free for our section members so that it is accessible to more members. We are also

considering not only focusing on disability related topics, but also required credits to get more traffic in these CLEs.

Recommendations for Upcoming Year: Continue to figure out how to get more outreach and involvement from our section to boost our membership, particularly during the pandemic. We want to be a resource to our members and be an active section.

OMLA scholarship request asking for general donations. Requires self-defined minority – focus is primarily on racial minorities. If we give money, we want to target money to a person with a disability. Tiffany is going to check in to see if this can be targeted and what the money is actually for.

There being no further business, the meeting adjourned at 11:57 am.

NEXT MEETING: Annual meeting to take place December 11th, 2020 from 11:00am to 12:00pm via phone/Blue Jeans.

Respectfully Submitted,

November 13, 2020 VIA ZOOM ONLY

EXECUTIVE COMMITTEE (EC) MEMBERS PRESENT: None in person

EC MEMBERS VIA ZOOM: Chair Terisa Page Gault, Treasurer Tiffany Blackmon, Bill Spiry, Rebecca Barbasky, Nik Chourey Bar Liaison, Juhi Aggrawal, Jan Atwill

EC MEMBERS ABSENT: Gordon Magella

BAR LIAISON REPORT: Nothing new to report. A new Bar member with hearing impairment is looking for an attorney mentor. None of us had a person that we knew of that was a member of the Disability Law Section, but Terisa suggested Jodie Philips Polich whose daughter has a hearing impairment as a member of the Bar as a potential mentor.

TREASURER'S REPORT: Balance right now \$4,581. Nothing significant has happened. Tiffany reached back out to OMLA regarding specific questions regarding the donation, but hasn't heard back. We will table for next year.

Approval of EC Minutes November 2020: Approved unanimously.

COMMITTEE UPDATES:

- Outreach/Website: Tiffany is happy to continue on the website committee. We had like 100 people look at the job postings. We would like someone else to get trained on how to use the website and post. No one volunteered to be trained on this.
- **Scholarships**: Google emails Juhi when there is a request for a scholarship. Juhi will transfer ownership. Terisa will set up a gmail and take this over.
- CLE Committee: The section has decided that we don't want to host a CLE this year. We
 would like to consider co-hosting a CLE with another section in 2022, maybe the Elder
 Law section.

2021 GOALS:

Our main goal is to try to get more engagement with our section – from members, law students and other sections. We want to host at least two virtual events next year for the section. We also want to connect with the law schools. Because of Willamette and Oregon's locations, we think we will have better turn out with them being virtual.

We also want to try to build more connection with the elder law group. Thinking about partnering to maybe co-host a CLE in 2022. Our sections seem to have similar goals in serving underrepresented people, so we think this could be a good idea.

GENERAL DISCUSSION:

SMART Lawyers for Literacy: Decided that we will not donate, but we will forward the request to our membership via the website and let them decide if they want to donate directly. We can then decide later in the year whether we want to revisit and donate to this, or other organizations that we previously declined.

OSB Diversity Action Plan: Terisa attended this meeting on behalf of the EC. Diversity was limited primarily to racial minority, so we really need to push forward to including disability in this definition. Nik agreed. He is representing the Bar with regard to accessibility issues, so he will continue to push the ball forward on that. Terisa forwarded the section the DAP plan, and asked for feedback or suggestions, if they have any, and will pass it along at the next meeting.

This is Juhi's last meeting on the EC, she was thanked for her hard work.

Tiffany will be taking over as Chair at the next meeting.

There being no further business, the meeting adjourned at 11:53 am.

NEXT MEETING: Annual meeting to take place January 8, 2021 from 11:00am to 12:00pm via phone/Zoom.

Respectfully Submitted,