

Section Descriptions

Corporate / Government / Judicial

Provides Chapter members the opportunity to meet quarterly to exchange ideas and discuss topics related to working in a non-law firm environment. Section meeting locations rotate between Seattle and Bellevue to accommodate the varied work locations of our members. Meetings are usually held the third Tuesday of March, July and November.

Facilities

Facilities management is responsible for coordinating all efforts related to planning, designing, managing buildings and their systems, equipment and furniture to enhance the organizations ability to compete successfully in a rapidly changing office environment. Our section meetings are held bi-monthly over the noon hour with a variety of speakers and round table discussions. Meetings are usually held the first Thursday of even months of the year.

Finance

The Finance section provides Chapter members with information on finance related issues to assist law firms of all sizes and practice areas. Examples of topics discussed during past Finance Section meetings include: WSBA Trust Account information, Unclaimed Property, Budgeting and Pass Through Deductions. Section meetings are held bi-monthly over the noon hour with a variety of speakers and round table discussions. Meetings are typically held the first Thursday of even months of the year.

Human Resources

Human Resources is a constantly changing area. The HR Section provides members with up-to-date information as the laws change, as well as covering pertinent human resources related issues that firms regularly encounter. We also provide ample opportunity for members to share ideas and brainstorm solutions to specific issues members may be encountering in their firms. Section meetings are held bi-monthly over the noon hour, with a variety of speakers and round table discussions. Meetings are typically held the second Tuesday of odd months of the year.

Small Firm

Our section is geared towards members in firms with 20 or fewer attorneys and provides members with small firm management information at bi-monthly brown bag lunch meetings. Typically, the section meetings alternate speaker presentations with round table discussions; past topics have included: budgeting, medical and pension plans, employee retention, records storage, relocation and lease issues, and computer networks. Meetings are held at the noon hour on the third Wednesday of even months of the year.

Technology

The technology section addresses technology infrastructure and process issues and concepts pertaining to law firms and other businesses. Guest speakers with specialized knowledge are often invited to present. Section meetings are typically held monthly over the noon hour on the first Friday of odd months.

Mary White <mwhite289@outlook.com>;
Ann Callahan <acallahan@helsell.com>;
Gloria Masters <gmasters@wpblaw.com>;
April Campbell <ACampbell@perkinscoie.com>;
Lynda Mathews <LMathews@perkinscoie.com>;
Denning, Vicki <vicki.denning@klgates.com>;
Lisa Wabik <lisawabik@dwt.com>;
Lisa D. Miner <LMiner@perkinscoie.com>;
Doug Haley <dhaley@elmlaw.com>;
Ric Thorning <RThorning@perkinscoie.com>;
Angela Brockman <abrockman@cairncross.com>;
Erickson, Sharon <SErickson@eisenhowerlaw.com>;
Martha Tanner <mtanner@omwlaw.com>;
Sterritt, Lisa A. <LSterritt@SCHWABE.com>;
Lauren Lindheimer
Leonne Powers <lpowers@rmlaw.com>;
Carol A. Hill <hill@lasher.com>;
Karen Turner <turner@lfa-law.com>;
Char Coulbert <CCoulbert@Cairncross.com>;
Donna Baker <debaker@stoel.com>;
Trevor Varnes <tvarnes@omwlaw.com>;
Lynne Langseth <llangseth@grahamdunn.com>;
Sophia Bell Lavin <slavin@cairncross.com>;
Adam Nelson <anelson@kantortaylor.com>;
Eileen Chesire <elc@mckay-chadwell.com>;
Joanne Pegues <joanne.pegues@stokeslaw.com>;
George Thomas, VI <gt@hcmp.com>;
John Battin <jbattin@bgwp.net>;
Dawn Glinsman <dglin@u.washington.edu>;
Paul Dent <pdent@eisenhowerlaw.com>;
Evelyn Dunagan <dunagan@u.washington.edu>;
Barbara Paige <paige.barbara@dorsey.com>;
Carol Nitsche <cnitsche@karrtuttle.com>

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Angela Brockman <abrockman@cairncross.com>;
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Leonne Powers <lpowers@rmlaw.com>;
Carol A. Hill <hill@lasher.com>;
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Eileen Chesire <elc@mckay-chadwell.com>;
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Carol Nitsche <cnitsche@karrtuttle.com>