



LANE COUNTY LAW LIBRARY ADVISORY COMMITTEE

BCC Conference Room, Public Service Building, 125 East 8th Avenue, Eugene, OR
97401

Tuesday, December 3, 2019 | 3:30 p.m. – 5:00 p.m.

AGENDA

NOTE: Meeting originally scheduled for November 26 was rescheduled for December 3.

Committee Charge: Advise the Law Librarian and Board of County Commissioners regarding the operations, policies, and financial requirements necessary to maintain adequate law library facilities and services. Make recommendations for project priorities and long-range planning goals.

1. **Call to Order** **3:30pm**

2. **Welcome/Introductions** **3:30pm**

3. **Public Comment** (3 minutes per person) **3:35pm**

4. **Review and Approval of Minutes** (August and October meetings) **3:40pm**

5. **Updates to Agenda** **3:40pm**

6. **Announcements/Reports** **3:45pm**
 - a. LSC's Innovations in Technology Conference in Portland, January 15-17, 2020
<https://www.lsc.gov/meetings-and-events/tech-conference>
"...seeks to expand access to justice by promoting technological innovations in legal services delivery and pro se assistance...brings together a broad range of professionals to showcase technology projects and tools being implemented across the country and internationally to promote access to justice and high-quality legal representation for low-income people...also provides an opportunity to network with a community of colleagues and to cultivate project ideas that could lead to successful TIG applications."

7. **Old Business** **3:50pm**
 - a. Westlaw subscription renewal (*I, G 5 minutes*)
 - b. Classroom Law Project's Law Day: potential 4-5 hour event to be held at the University of Oregon on (probably) Friday, April 17, 2020 (*I, 5 minutes*)
 - c. Directory project: acquisition of OSB list of Lane County attorneys (*I, G 10 minutes*)

8. New Business

4:15pm

- a. Technology (or other) solutions for providing remote legal reference service to patrons visiting public libraries in Lane County
(I, G 15 minutes)

9. Next Meeting

- a. Schedule next meeting (February 4? February 11?)

10. Adjourn

5:00pm

Legend: *I = Inform, G = Generate ideas, D = Decide*



LANE COUNTY LAW LIBRARY ADVISORY COMMITTEE

Bob Straub Conference Room, Public Service Building, 125 East 8th Avenue,
Eugene, OR 97401

Tuesday, August 6, 2019 | 3:30 p.m. – 5:00 p.m.

MEETING MINUTES

1. Call to Order

Vice-Chair Michael Hajarizadeh called the meeting to order at 3:37 p.m. (quorum met)

2. Welcome/Introductions

Michael welcomed everyone, and introductions were made.

Members present: Michael Hajarizadeh, Marc Friedman, Erika Hente, Kei Murakami, Kristyn Johnson, Sebastian Tapia (arrived around 3:40pm)

Staff: Sue Ludington

Absent: Kari Malone (excused)

Guests: Alex Huntley-Romanov, UofO law student, summer law clerk at Access the Law; Judith Moman, estate planning and litigation attorney from Massachusetts, recently admitted to OSB

3. Public Comment

No planned public comments, but drop-in public member Robert Patterson stepped into meeting room to inquire about LLAC's perspective on homeless camps and protestors in the vicinity of the courthouse. LLAC members thanked him for his comments and interest, but stated the committee wasn't in a position to respond to his concerns or opine on the matter; he was encouraged to seek out the Poverty and Homelessness Board for more information. He understood and departed fairly quickly.

4. Review and Approval of Minutes (June 4, 2019)

Sebastian made a motion to approve the minutes as submitted; Michael seconded. Motion passed; no objections.

5. Updates to Agenda

- a. Two updates were added by Sue: (1) Old Business: bylaws update, as pertaining to member roster and term limits; (2) New Business: collection development purchases.

6. Announcements/Reports

- a. New LLAC member Kei Murakami, University of Oregon Law School law student
 - i. After not receiving a response from U of O law student Claire Cylkowski (following several weeks of attempted contact) regarding the open LLAC student position, we worked to recruit another student for the 2019-2020 year.
 - ii. Kei Murakami was encouraged to apply, and she submitted her resume in mid-July. Sebastian and Sue reviewed her background and agreed she'd be a fine addition to the LLAC.
 - iii. Today, at her first meeting, she shared some background information, including that she's a 3L student, originally from Japan, interested in estate planning law, and has a desire to serve the underserved.

7. Old Business

- a. Lane County probate & development of Small Estate Affidavit packet
 - i. Nothing more on the development of SEA packet for Lane County, due to enrollment of HB 3007, dramatically affecting the SEA statutes.
 - ii. Kari had an opportunity to speak with an OJD Analyst in Salem and reported the following via email:
"The word is HB3007 was a massive overhaul and the expectation is that it will take much work to revise the forms courts are using. An (OJD) workgroup has been created to work through these changes but I don't anticipate I will have any input for the next few (LLAC) meetings. Once we get information from Salem, we will work on putting together the SEA which will include input from the (Lane County Bar Association) Probate (Committee) and Judge Holland."
 - iii. Judith asked if Lane County lawyers could be involved with the OJD workgroup. Sebastian elaborated on how he thought the formation process could go, and it was agreed that Kari would be the best person to connect with OJD to find out about potential participation. However, Erika will also try to find out if Oregon Law Center will have a role to play on the work group.
 - iv. Access the Law has an informational handout on Small Estate Affidavits and Marc will send to Sue.
- b. Video equipment loan
 - i. Current rules of use for the library's video equipment (flat-screen TV/monitor & DVD/VHS player on rolling media cart) call for a \$10.00 per day use fee, in addition to a \$100.00 refundable security deposit.
 - ii. Sue suggested the fee was not necessary (and others thought possibly not ethical, since the equipment was purchased via a grant from the Lane County Bar Association). LLAC members agreed and recommended that specific requisite be removed from the rules of use.

- iii. Sue noted the fees outlined in Lane Manual 60.865 “Law Library Fees” specify a \$20.00/day “video equipment” fee (in addition to other fees that are no longer applicable); this section will need to be amended in the near future.
- c. LLAC bylaws update
 - i. Sue asked the committee to revisit LLAC Bylaws, Article III “Membership,” Section 2 (LCBA appointments) and Section 5 (at-large appointments).
 - ii. LLAC collectively decided board terms as currently specified are the exception and that, going forward, at-large members (those 4-6 positions not appointed by LCBA) will be 2 years and staggered, so every year the committee must re-fill only half of its members rather than all.
 - iii. Agreed to keep the expirations as most recently edited and shared by Sue; she will post the amended roster to the website.

8. **New Business**

a. Directory project

Sue expressed frustration and concerns about not having a current and robust directory of the approximately 1,100 Lane County attorneys that could be shared with the public. She and Alex Huntley-Romanov had been in correspondence regarding the development of a potential directory, but time got away from them and nothing materialized. Sue remains committed to creating a comprehensive directory, ideally by attorney practice area, and hopes to take further action.

Guest Judith Moman is interested in having a directory of lawyers who specifically provide pro bono/low bono services. She provides unbundled services, talks to attorneys who aren't familiar with limited representation, and would like to help facilitate more participation. Sebastian mentioned the LCBA Pro Bono committee has been dormant for some time, so perhaps Judith would be interested in reviving it and broadening her work beyond creation of a directory.

Group discussion on why getting lawyers to do pro bono work so challenging, and what might incentivize more attorneys to participate. Sebastian said some incentives might include offering CLE credit, showcasing awards and publicly acknowledging pro bono work, and waiving PLF fees if pro-bono work is for non-profit or legal aid.

Suggestion to put out survey to Lane County attorneys: “Do you provide unbundled legal services?” Marc suggested this could be an opportunity to use 3L students, who are often underutilized. Marc is willing to sit down with law school folks to discuss.

b. Classroom Law Project expansion to Lane County

Sue shared news that Classroom Law Project, a non-profit, civics-engagement-for-students organization in Portland, is hiring a Willamette Valley regional director in

hopes of expanding outside of the metro area. Their various programs for middle and high school students include courthouse tours, Mock Trial competitions, Constitution Team debates, and Law Day events. As CLP takes hold in Lane County, Sue explained there would be opportunities for lawyers and others in the legal profession to volunteer their time and expertise with students, and she hopes LLAC members will consider taking part.

c. Collection development items

Sue let the committee know that she will be renewing the Westlaw subscription contract at the end of the year, and expressed a desire for potential feedback from LLAC members. She also asked about Peck's Title Book, a publication that LCLL has purchased for some time but receives no use; the general consensus was that this is an item that may be safely discontinued.

9. **Next Meeting:** Tuesday, October 8, 3:30-5:00pm

10. **Adjourn**

The meeting was adjourned at 4:50pm.



LANE COUNTY LAW LIBRARY ADVISORY COMMITTEE

Bob Straub Conference Room, Public Service Building, 125 East 8th Avenue,
Eugene, OR 97401

Tuesday, October 8, 2019 | 3:30 p.m. – 5:00 p.m.

MEETING MINUTES

1. Call to Order

Marc Friedman, at the request of Chair Sebastian Tapia who was temporarily delayed, called the meeting to order at 3:40 p.m. (quorum met)

2. Welcome/Introductions

Marc welcomed everyone, and introductions were made for the record.

Members present: Marc Friedman, Kristynnn Johnson, Kari Malone, Erika Hente, Sebastian Tapia (arrived a few minutes after calling meeting to order)

Staff/Ex-Officio: Sue Ludington, Law Librarian; Megan Austin, University of Oregon Law Instruction Librarian since 2015, specializes in legal research and analysis, legal instruction and pedagogy. She will serve as primary UofO ex-officio member on LLAC.

Absent: Michael Hajarizadeh (excused)

3. Public Comment (*none*)

4. Review and Approval of Minutes (August meeting)

The August meeting minutes were not ready for review; Sue will send via email and approval will take place at the next meeting.

5. Updates to Agenda (*none*)

6. Announcements/Reports

a. Upcoming public library staff training

Sue is scheduled to conduct a legal reference training for public library employees during Springfield Public Library's in-service day. The 75-minute training is scheduled for Thursday, October 24 and is expected to draw 25-30 attendees, including all SPL staff and staff members from five or six other Lane County public libraries. Sue is eager to educate her library colleagues, so that they can confidently respond to legal information needs from the public.

b. Consultation role for Webjunction

Due to her apparent reputation as a skilled trainer on legal reference, research, and referral, Sue has been contacted by Webjunction to advise them as they build a multi-week online training program for library workers on the topic of legal research

and reference. Webjunction, a program of OCLC Research, is a national provider of continuous online learning opportunities for library staff workers.

7. Old Business

a. After-hours access: follow-up from presentation to Management Team & next steps

- i. Sue successfully presented the LLAC recommended changes regarding the Law Library's after-hours access policy to the Management Team on September 16; their approval allows the proposed changes to be presented as a Board Order to the Board of County Commissioners for final authorization. Sue will continue to work with County Admin to coordinate this process.
- ii. Sebastian mentioned he's on the Courthouse Security committee and wondered if he needed to mention this topic to them. Because policy has been in place for decades, it's likely unnecessary to inform that access has been limited to just attorneys – however, no harm in mentioning it either.
- iii. Believe keycards access just the exterior door by the Sheriff's office on Oak, and the Law Library's front door from inside the basement hallway. Sue can contact Kim Morgan for confirmation if need be.

b. Directory project

- i. In consideration of a directory of pro-bono/low-bono/unbundled service attorneys and firms in Lane County, Sebastian remarked that the LCBA directory allows attorneys to check a box that says they're open to doing pro-bono work.
- ii. Marc asked about the IDRT (Informal Domestic Relations Trial) occurrences in Lane County
 1. Erika and Kari believe about 10 have been done so far (legal aid helped with 2 or 3 of them).
 2. Suspect the word isn't getting out, but Judge Vogt is trying to promote by sending information about IDRT with "at issue" notice to parties.
 3. Amanda from Access the Law to talk to Colleen Carter-Cox (Lane County Family Court Assistance) about creating a potential brochure (similar to one done in Deschutes).

8. New Business

a. Westlaw subscription renewal

- i. Sue reminded the committee that the 3-year Westlaw subscription contract is up for renewal at the end of this year. She is eager for any guidance on content selection.
- ii. Megan & Ilona at UofO may be able to provide some advice, and Kristynn has a checklist she will share with Sue. Michael thought maybe PhilAnne at Public Defender Services may also have some potential wisdom to share.

b. Classroom Law Project's Law Day

- i. Sue shared that an effort is underway to produce a "Law Day" for high school students in spring 2020. Lane County attorney Dennis Gerl, on behalf of Classroom Law Project (a Portland, civics-focused non-profit that's expanded to the Willamette Valley), is leading the charge to put together a full-day event in partnership with the UofO Law School along with a variety of attorneys and educators.
- ii. Sue suggested the LCBA Education Committee (of which she is a member) should not only step up to become involved with this event, but suggested that the name of the committee ultimately lose the "(Law Day)" parenthetical, thereby broadening the charge beyond one day a year. Sebastian informed that it's the committee chair, KC Huffman, who can propose to change the name if advised.

c. Law Library potential legislation update

Sue reminded members about the status of SB 858, which died in the 2019 legislative session -- but expects to see a workgroup formed at some point after the 2020 short session. Sue reported that the Oregon Library Assn lobbyist hopes that one or more law librarians is included on the workgroup; Alex Cuyler, Sue's supervisor, has already given her permission to take part if she's asked.

d. Media equipment: replacement and other new equipment for attorneys

- i. Sue remains interested in possibly purchasing other media equipment that might be of use to attorneys.
- ii. Sebastian has already raised the matter with the LCBA Board, and since it's not out of the ordinary to ask for money for expenses, he fully supports any requests the Law Library might make. He recommends making a list of the desired items, how much the item(s) cost, and other details. The list would be sent to the LCBA Board Chair for the board's ultimate approval.
- iii. Michael reminded that the DA's office often lets Public Defender Services use their equipment, but it would be nice not to have to borrow from them. Additionally, court clerks sometimes have monitors and DVD players (no fees charged).

e. (additional item) Update regarding impending move of Legal Aid offices

- i. Moving on November 1 to Broadway & Oak, 2nd floor; phone number staying the same
- ii. Closed Thursday, Oct. 31 through Monday, Nov. 4. Reopens Tuesday, Nov. 5.

f. (additional item) LCBA Access to Justice CLE

Sebastian reminded members that, on Thursday October 10, the LCBA hosts U.S. Magistrate Judge John Acosta and Oregon Supreme Court Justice Meagan Flynn for an ethics CLE, "Advanced Professionalism," which will address ethics as pertains to

professionalism and promotion.

9. **Next Meeting:** Tuesday, November 26, 3:30-5:00pm

10. **Adjourn**

The meeting was adjourned at 5:00pm.

DRAFT

LSC | America's Partner
for Equal Justice

LEGAL SERVICES CORPORATION

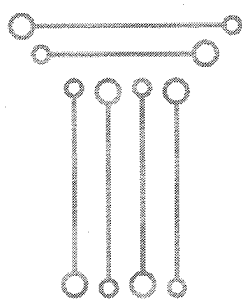
LSC's Innovations in Technology Conference

January 15-17, 2020 in Portland, Oregon

[View the Conference Schedule and Agenda](#)

Register

The ITC grew out of LSC's [Technology Initiative Grant \(TIG\) Program](#), which seeks to expand access to justice by promoting technological innovations in legal services delivery and pro se assistance. It brings together a broad range of professionals to showcase technology projects and tools being implemented across the country and internationally to promote access to justice and high-quality legal representation for low-income people. The conference also provides an opportunity to network with a community of colleagues and to cultivate project ideas that could lead to successful TIG applications. We expect over 500 attendees to join us in Portland, Oregon, January 15-17, 2020.



ITC 20

LSC | America's Partner
for Equal Justice

LEGAL SERVICES CORPORATION

Speakers and Workshops

The conference will include over 60 break-out sessions, including hands-on labs, tactical sessions, short tech talks, and workshops showcasing innovations, best practices and lessons learned. There will also be

affinity sessions for informal discussions around topics of interest determined by attendees. Sessions are organized into tracks of related content, including:

- Artificial Intelligence

- Court Technology
- Data
- IT and Internal Operations
- Legal Design
- Online Tools and Websites
- Self-Help/Self-Represented Litigants
- Disaster Legal Tech
- Pro Bono Innovations



The opening plenary will feature a keynote address from **Shannon Salter**, Chair of the British Columbia Civil Resolution Tribunal (CRT). The CRT is Canada's first online tribunal resolving small claims, condominium disputes, and motor vehicle accident disputes. Salter is also an adjunct professor at the UBC Allard School of Law, teaching administrative law and legal ethics and professional regulation.

Conference Schedule and Agenda

The 2020 conference will begin with a welcome reception on Tuesday, January 14, and end at 12:30 pm on Friday, January 17. **[View the detailed conference schedule and agenda online for more information.](#)**

Who Should Attend

- Legal aid advocates
- Legal technologists
- Court self-help staff
- Pro bono coordinators
- Private attorneys
- Law school students and professors
- Document assembly developers and project managers
- Law librarians
- Anyone with an interest in how to use technology in the delivery of legal services

What Can I Learn

Session topics cover a range of issues on how technology can increase access to justice, including:

- tools to improve limited scope or self-representation for those persons whom legal aid organizations are not able to represent fully;
- improving the efficiency and effectiveness of access, triage, and intake;
- encouraging and supporting pro bono;
- cutting edge technology developments for legal services using artificial intelligence;
- delivering legal services remotely to hard-to-reach populations;
- providing legal services staff and pro bono advocates with better litigation and case development support; and
- improving management and internal operations in legal aid offices, including how organizations can meet LSC's new performance criteria around technology.

[See session information, videos, and materials from past conferences.](#)

Conference Sponsors

- LegalServer – Opening Plenary Sponsor
- Tyler Technologies – Opening Plenary Sponsor
- LegalZoom – Water Bottle Sponsor
- Complete Equity Markets – Breakfast Sponsor
- SavvySuit – Speaker Scholarship
- Tara Saylor – Pens and Promotional Materials

Exhibitors:

- CALI
- LegalFiles

- **We the Action**
- **JusticeforMe**
- **TechBridge**

Networking Opportunities

There are opportunities to exchange information in more informal Affinity Group sessions and dinners, which attendees help to determine at the time of registration. An ignite-style plenary called Rapid Fire Tech provides fast-paced presentations that highlight technology project successes, new ideas, and lessons learned.

The official Twitter hashtag for the conference is **#LSCITC**.

Pre-Conference Training

Pre-conference activities will include a two-day beginner and one-day advanced **training on developing online forms in LawHelp Interactive**.

The beginner training, January 13-14, 2020, covers how to use HotDocs and A2J Author 6.0 to create basic online forms powered by LawHelp Interactive (LHI) and the new document assembly tool (DAT) feature of A2J Author. The advanced training on January 14, 2020 will cover advanced features in LHI, including LHI-Connect, LHI Efiling, LHI integrations with case management systems, and other advanced form design skills based on a pre-training survey of participants.

Pre-Conference Hackathon

If you are interested in participating in a pre-conference hackathon on Tuesday, January 14 in Portland, please **fill out this form** to express your interest and submit any hackathon project ideas.

Conference Hotel

The conference is being held at the **Portland Hilton Downtown**, 921 SW Sixth Avenue, Portland, OR, 97204. The Portland Hilton is conveniently located in the heart of the city,

just one block from the MAX light rail system. The ITC special room rate is \$149 at the main hotel or \$179 at **The Duniway**, the Hilton's sister property across the street at 545 SW Taylor Street. Go to the **ITC room reservation website** to book a reservation at either hotel, or call 1-800-HILTONS and use the code LSC.

Please note: as of November 4, the room block in the main Hilton hotel is full, but rooms are still available at The Duniway. We suggest checking back periodically, as rooms in the main Hilton may become available.

Conference Registration

The **conference registration is now open**. Discounts are available for LSC Grantees and groups of three or more from the same organization who register together. This conference has sold out the last three years, so plan to register early to ensure your spot at the 2020 Innovations in Technology Conference in Portland, Oregon.

For questions about the conference registration, please contact us at itc@lsc.gov.

Register

2020 ITC Registration Fees

	Early (through Nov 1)	Regular	
ITC Attendee/Speaker	\$495	\$550	
LSC Grantee staff	\$450	\$495	
Law Student	\$250	\$250	
Group of 3 or more full registrations	10% off	10% off	Category

- **Training/Tutorial**



LEGAL SERVICES CORPORATION

Technology Initiative Grant Program

LSC Technology Initiative Grants seek to improve legal services delivery to the low-income population and to increase access by low-income persons to high quality legal services, to the judicial system, and to legal information.

- [Overview](#)
- [Eligibility](#)
- [How To Apply](#)
- [Reporting, Compliance Requirements & Applicable Law](#)
- [Current Grants](#)
- [Submission Deadlines](#)

Technology can and must play a vital role in transforming service delivery so that all poor people in the United States with an essential civil legal need obtain some form of effective assistance.” - LSC’s Report of The Summit on the Use of Technology to Expand Access to Justice

Overview

Since 2000, when Congress first appropriated special funds for the Technology Initiative Grants program, LSC has been a leader in the development and use of technology to more effectively meet the legal needs of low-income Americans.

Over the past 19 years we have awarded nearly \$65 million in grants for more than 700 projects that leverage technology to help meet the civil legal needs of low-income people. The amount of TIG funding available for the fiscal year 2019 is \$4 million. In 2018, 26 TIG projects received funding with a median funding amount of \$118,272.

The key goals of the TIG program are to encourage grantees to use technology in innovative ways to:

1. Effectively and efficiently provide high-quality legal assistance to low-income persons and to promote access to the judicial system through legal information, advice, and representation;
2. Improve service delivery, quality of legal work, and management and administration of grantees; and
3. Develop, test, and replicate innovative strategies that can enable grantees and state justice communities to improve clients' access to high-quality legal assistance through an integrated and well-managed technology system.

TIG funding has provided LSC with a remarkable opportunity to explore new ways to serve eligible persons, to help build legal aid programs' capacities, and to support the efforts of pro bono attorneys. These projects use a broad range of technologies -- including mobile, cloud computing, data analysis, and automated document assembly -- to make the delivery of legal services in the United States more efficient and effective.

Eligibility

TIGs are only available to **current LSC basic field grant recipients**. Although other entities are not eligible to apply, they are encouraged to participate as project partners.

Applicants must be up to date according to the milestone schedule on all existing TIG projects prior to submitting a Letter of Intent (LOI) or have requested and received an adjustment to the original milestone schedule. TIGs will not be awarded to any applicant unless the applicant has made satisfactory progress on all TIGs previously awarded to it and is not currently subject to any short funding (i.e., less than one year) on basic field grants.

LSC recipients that have had a previous TIG terminated for failure to provide timely reports and submissions are not eligible to receive a TIG for three years after their earlier grant was terminated. This policy does not apply to applicants that worked with LSC to end a TIG early after an unsuccessful project implementation resulting from technology limitations, a failed proof of concept, or other reasons outside of the applicant's control.

Law Day Contacts		
Role	First	Last
LCBA Members (potential volunteers)		
Attny, LBCA Education Committee Chair	KC	Huffman
Lane County Law Librarian	Sue	Ludington
Retired Attorney	Dennis	Gerl
UO Managing Director, Public Law and Policy	Jennifer	Geller
Retired attorney	Jerry	Lidz
Attorney	Christine	Albin
Investment Attorney	Michael	Hoffman
Access the Law – non profit	Luke	Kuzava
Associate General Counsel UO	Jessica	Price
Private Practice	Ellen	Singer
Private Practice, Springfield	Joel	Smith
Attorney - now out of the area	Ashley	Stone
Attorney	Dylan	Whitelock-Wolf
Attorney - Center for Nonprofit Law	David	Williamson
Other Potential Volunteers		
Chair - New Lawyers Committee	Eric	Bonn
UO Contacts		
UO Managing Director, Public Law and Policy	Jennifer	Geller
UO Legal Studies Program Manager, BD CLP	Noah	Glusman

Law Day Contacts		
Role	First	Last
Non Presenter Contacts (other people we talk with for ideas and help)		
Oregon Hist Society - Dir of Community Engagement	Eliza	Canty-Jones
Manuscripts Librarian UO	Linda	Long
Portland folk singer - does protest songs for Or Hist Society	Bill	Valenti
Attendees (potential)		
Willamette H.S. (1 class + mock trial team- 40 to 50 students)	Lena	Moro
Thurston H.S. (1 class - 40 students)	Tyler	Nice
North Eugene High School (250 students)	Clair	Wiles
Media		
KEZI 9 News		
KCAL/KMTR	Dean	Carl
Register Guard - Is there an Educational Reporter that replaced Alisha		
Williamson@centerfornonprofitlaw.com	Alisha	Roemeling