



LANE COUNTY LAW LIBRARY ADVISORY COMMITTEE

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

Tuesday, February 11 | 3:30 p.m. – 5:00 p.m.

MEETING MINUTES

1. Call to Order

Chair Sebastian Tapia called the meeting to order at 3:35 p.m. (quorum met)

2. Welcome/Introductions

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

Members present: Sebastian Tapia, Erika Hente, Marc Friedman, Kristynn Johnson, Kari Malone, Michael Hajarizadeh, Kei Murakami

Staff/Ex-Officio: Sue Ludington, Law Librarian

3. Public Comment (*none*)

4. Review and Approval of Minutes (December 3, 2019 meeting)

Marc moved to approve the December meeting minutes as submitted; Michael seconded.

5. Updates to Agenda (*none*)

6. Announcements/Reports

- a. Self-Represented Litigation Network (SRLN) Conference, Mar 4-6 (Nashville), Sue to attend. Sue didn't get the grant to go to the 3-day conference, but she and her boss agree that it's important enough that she should go anyway.
- b. Oregon Library Assn (OLA) Conference, Apr 29-May 2 (Bend), Sue to present; American Assn of Law Libraries (AALL) Annual Meeting, Jul 11-14 (New Orleans), Sue to present. Sue is the lead coordinator for the OLA conference educational session focusing on law library reference services. For AALL, Sue will be a panelist on a program titled "Bringing Legal Research to Rural Communities" and share a presentation featuring public law library efforts from Oregon and beyond.
- c. Training at EPL and Webjunction update. After several weeks of seeking an appropriate day/time, Sue is now scheduled to lead a legal reference training for Eugene Public Library staff on February 25. She was also recruited by Webjunction, a national library-instruction organization, to serve as a moderator for their robust online Civil Legal Justice training webinars and course that will take place throughout 2020.

7. Old Business

- a. Classroom Law Project's (regional) Mock Trial, Saturday, Feb 22, 2020 at Lane County Courthouse: Volunteer attorney judges needed. Dennis Gerl, retired

- Lane County attorney, is organizing this year's Mock Trial which will again be held at the Lane County Courthouse; it's coming up in less than two weeks and Dennis is still seeking attorneys to serve as judges.
- b. LCBA Education Committee Law Day, University of Oregon, Friday, Apr 17, 2020. Dennis G. is also leading the charge for an event to celebrate Law Day. Dennis recently became the new Chair of the LCBA Education Committee (of which Sue is also a member), and has expressed a desire to expand informational and educational programs for students and the general public. Perhaps LLAC members would consider taking part or sharing their expertise.
 - c. Small Estate Affidavit packet: new statewide form. The new statewide form packet follows an OJD initiative to create consistent forms that can be used by the public, rather than different forms for each county. Marc mentioned that their office provides small estate assistance to clients. Kari asked members to take a look at the site where the SEA is found and to pass along any comments or issues. Erika asked about fee waivers for filing small estates, and Kari said she would find out. Legal Aid would like to remove as many barriers as possible so they can help their clients avoid going ex parte. Kari will also find out if Lane County Court plans to sell as a packet, or whether the Law Library should print out copies and sell to patrons. She suspects it's best to send patrons to Court Information first, as the document is 7-pages long and they likely could charge less than \$.25/page. SEA are usually seen as hard to understand, with complicated directions. Kari says they are looking forward to the day when the process is more accessible like Guide & File.

8. New Business

- a. Media equipment purchase by LCBA. Sebastian described the media equipment purchased by LCBA and explained that it needs to live somewhere – potentially in the Law Library. Members discussed and brainstormed how to transport equipment to The Graduate or Downtown Athletic Club (where many LCBA events are held), as well as whether equipment could be used by individual attorneys. No decisions made.
- b. Recruitment of new committee members and nomination/appointment process. Sabastian, Michael, Kei terms expire this year. Those three are appointed by LCBA, so LCBA will need to appoint 3 new individuals. Members discussed recruitment process possibilities, and Sue reminded existing members who aren't appointed by LCBA could volunteer to stay on for another 3-year term when theirs expires. Contact Sue if interested.
- c. FY20-21 budget review. Sue provided an update on the Law Library's budget: There is a large reserve fund that carries over each year and remains in the Law Library fund. Much of this reserve was intended to use for the new law library (in the new courthouse); that is now on hold. It remains crucial that we review our reserve levels and make smart decisions on how to use those monies in order to be good stewards of those public dollars. A question was asked whether that funding could be used for staffing; Sue said yes. Also discussion of various databases and print publications, their rising costs, the contracts the library is locked in, and so on. Sue did revise the

- renewed 3-year Westlaw contract to some degree, but it is still the largest collection expense. Sue shared they are also looking to update the public printer/copier system. The Ricoh contract expires in May, and the current version of Envisionware isn't compatible with Windows 10. The Law Library budgeted \$15K to conduct this update. An IT Project Manager is involved and researching possibilities.
- d. OECI to be made available in Lane County public libraries. OECI is Oregon's court case management system. In the courthouse and Law Library, there are dedicated OECI computers where people can view cases, though not necessarily print (at least not without staff assistance). Sue has been in talks with Liz Rambo, Lane County Circuit Court's Trial Court Administrator, about installing OECI computers in public libraries throughout Lane County. The court hopes to start out this effort in Florence in April. Sue will work with Liz to create instructional videos and to determine how to track performance measures to publicize successes. Someone wondered if staff would need to hand count how many people use it. Some additional discussion about how this would be helpful tool to many, for example landlords.
 - e. Added topic: Discussion of expungement, new law as of Jan. 2020. Erika shared how Oregon Law Center and Legal Aid of Oregon have been working to assist with criminal and eviction expungements. Further discussion continued regarding parameters that need to be met for expungement, as well as marijuana conviction expungement and making that information accessible to the public.

9. **Next Meeting:** Tuesday, April 7, 3:30-5:00pm

10. **Adjourn**

The meeting was adjourned at 5:00pm.