



CLALLAM COUNTY LAW LIBRARY BOARD MINUTES of March 6, 2024

MEETING OF THE CLALLAM COUNTY LAW LIBRARY BOARD

Chair Brent Basden called the special meeting to order at 12 p.m., March 6, 2024. Also present were Commissioner Mike French, Jesse Medlong, Katie Krueger, and Shauna Rogers. Penny Ruby, Law Library Assistant was present.

CALL TO ORDER, ROLL CALL

REVIEW AND APPROVAL OF AGENDA

ACTION TAKEN: Krueger moved to adopt the agenda as presented, Medlong seconded, mc

APPROVAL OF MINUTES

- January 24, 2024

ACTION TAKEN: Krueger moved to approve the minutes as presented, Medlong seconded, mc

BUSINESS ITEMS

- Work group follow-up:

Medlong mentioned that he needs to leave the meeting early and requested to discuss item 3 first. Basden agreed and moved item 3 to the top of the business item list.

3. Resources available through the law library (electronic vs. hard copies)

Medlong provided an update on the available resources research he completed. He commented on the LexisNexis contract. Ruby provided clarification on the LexisNexis amendment that was included in the agenda packet. Law Library Members held discussion. Medlong exited the meeting at 12:36 p.m.

1. Law library "vision statement."
 - a. Who served?
 - b. How to enhance access to justice?

Krueger provided an update on the research she completed. Basden pointed out the Policies to Govern use of the Library that was attached to the January 24 meeting minutes. Law Library Members held discussion.

2. Location of law library

Basden provided an update on the research he completed. Several Members liked the option to have a location available in Port Angeles, Forks, and Sequim. Law Library Members held discussion.

ACTION TAKEN:

Basden moved that the Law Library begin to actively take the steps to come up with a memorandum of understanding between Clallam County and North Olympic Library System (NOLS) involving the IT Departments to see if we can get to a point where we have a proposal that we can go live with, French seconded, mc

Basden moved to have Medlong take the lead working with the IT Department on what database might make the most sense. Basden will take the lead to interface between the County and NOLS to work on location and logistics, French seconded, mc

4. Pro Bono
No discussion was held.

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5. Collaboration with NW Justice
No discussion was held.

- Consideration of disposing of the law books in storage
Law Library Members held discussion.

ACTION TAKEN:

Basden moved to authorize the disposal statutes, case law, and regulation books, French seconded

Basden amended his motion to allow the County to dispose of the case law, statutes and regulation books, not horn books and practice manuals and the County has discretion to dispose of items in a way they deemed wisest, French seconded, mc

- Lexis Nexis Contract Amendment – WA Practice Library

Basden requested to table while the County determines what the database to use.

ACTION TAKEN: Basden moved to table the amendment while Medlong and the County work towards what the database will be, French seconded, mc

Basden requested to hold a meeting in May to follow up with tasks. Gores noted that May 22 was available at 12 p.m. Gores requested confirmation that work can begin on disposal of books. Basden confirmed. He also noted he'll start the process to talk to NOLS on MOU.

NEXT MEETING DATES

- May 22, 2024 at 12 p.m.
- September 25, 2024

CONCLUDED - Meeting concluded at 1:05 p.m.

CLALLAM COUNTY LAW LIBRARY
Location: Rm 175 Basement
Mailing: 223 East 4th Street, Suite 17
Port Angeles, WA 98362-0149
(360)417-2287

TO: Board of Trustees, Clallam County Law Library (CCLLBOT)

Brent Basden (Superior Court Judge)
Mike French (County Commissioner ex officio trustee)
Katherine K. Krueger (Attorney at Law)
Jesse Medlong (Attorney at Law)
Shauna Rogers (Executive Director / Clallam-Jefferson County Pro Bono Lawyers)

FROM: Clallam County Law Librarian / (360) 417-2287 / pruby@co.clallam.wa.us
Penny Ruby

DATE: May 1, 2024

SUBJECT: DRAFT Minutes / Clallam County Law Library Board Of Trustees
Meeting held March 6, 2024, at noon.

The meeting noted above was held as scheduled and attended as noted. This meeting was also made available "remotely" (meeting information shared with CCLLBOT -- as noted in Ms. Gores email of Friday, March 1, 2024 at 8:43 AM

Law Library Members:

Please see attached for the Law Library agenda and packet for the March 6, 2024 meeting. Just a reminder the meeting will be held in the Commissioners Small Conference Room 150 at 12 p.m.

The agenda and packet can be found at this link on the county website:

<https://www.clallamcountywa.gov/AgendaCenter>

Here is the Zoom call information:

If you would like to participate in the meeting via Zoom audio only, call 253-215-8782 and use meeting ID: 875 561 7844 and passcode: 12345

If you would like to participate in the meeting via Zoom video conference, visit <https://zoom.us/j/8755617844> and use meeting ID: 875 561 7844 and passcode: 12345.

Video/Audio of March 6, 2024, noon, meeting available at the Clallam County Website with Clicks to:

Departments
Commissioners
Boards, Committees, and Commissions + (scroll down to)
Law Library Board (click on)
Clallam County Access to Live & Archived Meeting Recordings, Agendas &
Minutes (scroll down to "Available Archives" heading and click on)
+Boards and Committees Meetings (scroll down to)
Law Library Board Meeting March 6, 2024 (click on Video)
(Scroll & Click hint – there are scroll bars-boxes within scroll bar boxes)

Time signature from 00:53 / 1:06:14 -- to hear the word for word of meeting.

Judge Basden – Calls meeting to order.

This meeting was attended by the Clallam County Law Library Trustees, as noted above, with Judge Brent Basden, Law Library Assistant Penny Ruby, and Clerk of the Clallam County Board Of Commissioners Loni Gores, in the room, with County Commissioner Mike French, Attorney Katherine Krueger, Attorney Jesse Medlong, and Clallam-Jefferson County Pro Bono Lawyers Executive Director Shauna Rogers joining remotely.

1) Motion re approve the Agenda.

Judge Basden – The Agenda is approved.

2) Motion re approve the Minutes from January 24, 2024.

Attorney Krueger – Moved to approve the Agenda

Attorney Medlong – Seconded

Judge Basden introduces **Business Items**:

Beginning with establishing, that for purposes of the meeting, participation of Law Library Assistant is as a member of the public.

Judge Basden suggests could take Business Items out of the specific Agenda order as Attorney Medlong has specific time constraints.

Attorney Medlong speaks to **what resources** could be available:

Introducing potential Westlaw products, as included in the Agenda packet, namely, "*CoCounsel Core*, *Enterprise Access*" and "*West Proflex*".

Attorney Medlong offered comment that Westlaw products would be more apt to sink up with the State Judiciary, with Westlaw more commonly in use in this context, and may also be considered more user friendly.

Attorney Medlong suggested that a demonstration of the Westlaw products could potentially be arranged.

Attorney Krueger questions if Law Reviews and non-legal resources would be available in the context of these products, and what manner of legal questions could be posed and relied upon when utilizing these online products, with comment on potential hazards of reliance on Artificial Intelligence.

Attorney Medlong suggests 2 counsel licenses and comments that it looks like someone would need to use this product – for the visiting public -- and that "remote access" for the

product "CoCounsel" not currently available, and not likely to be so at anytime in the near future.

Judge Basden refers to the **mission statement**, as included in the Agenda packet, and asks if there is reason to go beyond this, commenting specifically on weekend access being potentially problematic.

Attorney Medlong suggests there are still divergent views on public access.

Executive Director Rogers comments that her organization serves primarily family law and landlord tenant concerns and would generally refer these persons to the Courthouse Facilitator, or to the Northwest Justice Project online WashingtonLawHelp.org.

Judge Basden suggests that all of the Business Items for consideration are really part of one question, with the answers to any one part influencing the others. Judge Basden references his topic, **location of the Law Library**, and comments that placing the Law Library at Peninsula College has not been discussed as an option as yet, that a virtual law library seems to have license problems, that ProBono has hours and space challenges, that the current location creates access issues, but that the North Olympic Library System seemed interested in exploring the possibilities of a Law Library accommodation, perhaps in the form of a terminal for access to legal resources, with one terminal in the Port Angeles Library, and perhaps one terminal in the Forks NOLS facility, and perhaps with a person provided by Clallam County, to offer assistance in accessing the resources available in the context.

Commissioner French commented that liked idea of partnering with NOLS, adding access on the West End would be a positive as there are fewer resources available to this region of the Clallam County. With NOLS potentially providing the most hours of service.

Attorney Krueger indicated liking the NOLS suggestion, with access to printing, and mentions that Peninsula College also has a branch on the West End, and perhaps students could volunteer to assist, and that a volunteer Spanish speaker / interpreter could be helpful.

Executive Director Rogers comments favorably on the accessibility of the NOLS.

3) Judge Basden proposes motion re:

Moving forward with the possibility of developing a Memo Of Understanding between the County and NOLS / on a proposal for consideration / to begin discussions / with Attorney Medlong taking the lead with IT, with Judge Basden taking the lead in working with interface between the County and NOLS to try to further that discussion on logistics.

Commissioner French – Seconds – None Opposed

Attorney Kreuger asks what to do with the books. Comments on saving "hornbooks", "desk books" and things like that.

4) Judge Basden makes motion:

To authorize the disposal of statutes, case law, and regulation books. These books at least. Saying that: "The County has discretion to dispose of them in the way they deem wisest."

Commissioner French – Seconds – None Opposed

5) Judge Basen makes motion:

To hold on the LexisNexis proposal while Attorney Medlong and the County explore potentials on what the database is really going to be.

Commissioner French -- Seconds – None Opposed

Attorney Kreuger asks if adding in Peninsula College in MOU and Judge Basden suggests they may speak again.

Attorney Kreuger also suggests that she will look for her old CLE listing free online resources and will speak with Rebecca Schwartz, Forks branch.

Judge Basden confers with Ms. Gores regarding facility availability for the next meeting of the Clallam County Law Library Trustees with the consensus being **Wednesday May 22nd beginning at noon.**

Judge Basden asks Commissioner French if he has the ability to have IT commit somebody to this project – to which Commissioner French comments in the affirmative.

Attorney Kreuger points out that in this context a MOU is an agreement that does not include money and a Memorandum Of Agreement does include money.

Ms. Gores asks Judge Basden if you need me to do anything to get anything rolling on the MOU.

Ms. Gores asks regarding the books – should I get someone starting on review what we have – to see if I can get somebody working on that?

Judge Basden comments: I think so, I mean I think we have the authority to get rid of em . . . so – all right . . . (ending @ 1:06:14)

cc: Clerk of the Board of Clallam County Commissioners, Loni Gores