

**Self-Represented Litigants Committee  
Committee Meeting  
February 20, 2018**

**Meeting Minutes**

**In Attendance Via Teleconference:** Ann Goldes-Sheahan, Abby Brown, Skip Willard, Nolan Harris, Rick Cook, Sarah McClain, Crystine Miller; Ed Higgins joined later in the call

**ACTION: Approve minutes from previous meeting**

Ann will send the minutes from the September 2017 meeting for the committee to approve via email.

**UPDATED 2/28/18:** Committee members voted to approve minutes via email. Members voting to approve: Ed Higgins, Nolan Harris, Abby Brown, Kay Lynn Lee, Kyle Nelson, Rick Cook, Judge Frederickson, Skip Willard, Ann Goldes-Sheahan. Vote passes.

**Update on education and outreach: Nolan Harris**

Nolan reported that probate is a major issues for everyone and that the committee should expand on legal information versus legal advice training. In the last court meeting, Rick Cook sent out questions to get feedback from clerks of court to get information on what clerks have encountered. Nolan reported that this information will be used to create a training booklet/brochure that uses real scenarios to help guide clerks in making appropriate distinction and in helping them know what information to provide. Nolan also reported that he and Alex Park are working on tailoring this information for library use.

Nolan reported that he is working on documents for emergency parenting plans and educational materials for developing parenting plans. Nolan and Sarah McClain are working on this together. Nolan reported that they will submit this to the whole committee.

Nolan also will be working on new education and outreach videos. Once the educational materials are more developed, Nolan reported that he will work with MLSA on outreach and getting these materials distributed.

Ann also mentioned that part of the committee's goals for the strategic plan will be to help clients understand limited scope representation and that education and outreach efforts should also take this into account.

Ann called for more discussion.

**Hearing none, Ann directed committee to skip update from Ed (who was not on the call yet) and moved to Abby's report on the collaboration with the Water Law Section.**

Abby reported that she works with the DNRC and the State Bar Water Law Section. She noted that this section just got started, and one of the things they are trying to do it focus on where there is need. Abby mentioned that water law is in need of forms process. As chair-elect of that section, Abby would like to act as the liaison between this committee and that section concerning self-represented litigants, forms, self-help, processes, etc concerning water law (as a model for other law sections and areas). The work with the water law section might be a good model for developing a process to provide this kind of support to other areas of law throughout the state.

#### **Ann directed committee to discussion of fee waiver form.**

Ann reported on the process that the fee waiver form went through and the work that the SCSRL did on moving the fee waiver form to its final version. Several judges have given feedback and raised questions about how the form should be evaluated and what information they need to make a determination about waiving the fee. Committee discussed some of the potential issues that the fee waiver form will still face and the questions this form raises for the committee as far as implementation.

Rick said that Nolan can get time on the clerks' conference schedule to discuss this issue and get feedback from clerks.

Ann reported that there is a process in the works for developing forms. Ed has a draft of a proposed process and will share it with the committee.

Abby noted that the committee needs to keep having conversations about this and that there are a lot of decisions to be discussed including: what is the process, do forms need to be approved officially by the committee and the Commission, is the committee responsible for keeping the forms updated, does the committee have the obligation to do education and outreach on new forms that are created outside of the committee?

Ann echoed Abby's concerns and the need for the committee to have this discussion. Ann noted that the committee needs to be aware of any responsibility, obligation, or liability that the committee is taking on if it creates a process for forms. Nolan mentioned that another aspect the committee will need to consider is whether part of the process will include seeking public comment on forms.

#### **Strategic Planning**

Ann directed committee to a discussion of the state of the Commission's broader efforts in strategic planning. Ann shared some notes and highlights from the objective areas developed at the most recent Strategic Planning Committee meeting.

Abby and Ann noted the need for committee members to think about these tasks and objectives in preparation for the next Access to Justice Commission meeting. Abby also noted that the committee should consider these potential tasks while being realistic about the workload and what the committee can feasibly accomplish.

**Draft Forms Procedure**

Ed Higgins joined the call and reviewed a draft procedure for developing, reviewing, processing, and distributing forms.

**Ann reviewed times/dates next meeting**

- May 22nd
- August 21st
- November 13th

Ann asked committee if noon was a good time for committee members. Committee responded that it was a good time.

**Ann Adjourned meeting at 12:55pm.**