

**LEGAL SERVICES TRUST FUND COMMISSION
EXECUTIVE COMMITTEE MEETING**

Monday, January 6, 2020
10:00 a.m. – 12:00 p.m.

Held via conference call

State Bar of California

ACTION SUMMARY

The meeting was called to order at 10:01 a.m.

OPEN SESSION

I. CHAIR’S REPORT

A. Roll Call

Roll call was taken and a quorum was established.

The following Executive Committee members were present:

On the Telephone: Chair Banafsheh Akhlaghi and Vice Chair Eric Isken

The following staff were present:

On the Telephone: Donna Hershkowitz, Doan Nguyen, and Rocío Avalos

The following guest were present:

On the Telephone: Debbie Y. Manning (Board of Trustees Liaison)

II. CALL FOR PUBLIC COMMENT

There were no public comments.

III. CONSENT

A. Approval of Meeting Summary and Action Items from November 4, 2019 Meeting

The Meeting Summary and Action Items were included with the meeting materials. Akhlaghi moved that the Executive Committee approve the Meeting Summary; Isken seconded. The Executive Committee adopted the resolution by roll call vote.

IV. DISCUSSION AND ACTION ITEMS

A. Approve Proposed Committee Assignments

The Executive Committee reviewed the proposed Committee assignments with the addition of Akhlaghi to the Eligibility and Budget Review Committee. During its November 4, 2019 meeting, the Executive Committee recommended to elect Corey Friedman to the Eligibility and Budget Review Committee if she had the bandwidth to accept the Committee assignment. Since then, Friedman did not accept so Aklaghi volunteered to be added to the Eligibility and Budget Review Committee in her place. Akhlaghi moved that the Executive Committee approve the Committee assignments; Isken seconded. The Executive Committee adopted the resolution by roll call vote.

B. Discuss Process for Examining Legal Aid Society of San Bernardino's Eligibility for 2020 Funding

Previously on December 17, 2020, the Legal Services Trust Fund Commission (Commission) directed staff to inform Legal Aid Society of San Bernardino's (LASSB) that due to serious concerns regarding their compliance with grant requirements and eligibility for grants, the State Bar froze all payments to this organization pending further meeting of the Commission in January 2020.

The Executive Committee discussed at its meeting conducting a monitoring visit to LASSB as next steps for examining LASSB's eligibility. Commission members Richard Reinis, Amin Al-Sarraf, and Isken were recommended to attend to the visit. The Executive Committee also discussed that while Commission members would add value to the monitoring visit, forming a subcommittee would be unnecessary. Staff will send a Doodle Poll to appropriate Commission members and Board of Trustees Liaisons to check for availability.

C. Discuss Improvements to Grants Administration Process

The Executive Committee discussed how to streamline meeting materials. In order to support greater collaboration and to have a more comprehensive review of materials, the Executive Committee requested from staff that Commission members receive meeting materials seven days in advance of all future meetings instead of five days.

The meeting adjourned at 11:00 a.m.