



The State Bar of California

Legal Services Trust Fund Commission (LSTFC) Eligibility and Budget Review Committee Meeting Teleconference

Open Session Minutes
Friday, November 4, 2022
10:00 a.m.–12:00 p.m.

Time Meeting Commenced: The Eligibility and Budget Review Committee meeting commenced in open session at 10:03 a.m.

Time Meeting Adjourned: 11:02 a.m.

Chair: Catherine Blakemore

Committee Coordinator: Erica Carroll

Members Present: Louise Bayles-Fightmaster, Angie King, Hon. Clifford Klein, James Meeker

Members Absent: Banafsheh Akhlaghi, Xavier Vargas

Advisors Present: Hon. Brad Seligman

Advisors Absent: None

Liaisons Present: Laura Brown, Salena Copeland, Bonnie Hough, Melanie Snider

Liaisons Absent: None

OPEN SESSION

1. Call to Order

2. Roll Call

Roll call was taken and a quorum was established.

3. Call for Public Comment

Chair Blakemore called for public comment, inquiring as to whether there were person(s) who wished to comment on any agenda item. There were no members of the public who wished to speak on any agenda item.

4. Approval of Minutes

4.1 Open Session Minutes: August 12, 2022

RESOLVED, that the Eligibility & Budget Review Committee approve the August 12, 2022, meeting summary and action item draft as posted.

Moved by Meeker, seconded by King.

Ayes – (5) Blakemore, Bayles-Fightmaster, King, Klein, Meeker

Noes – (0)

Abstain – (0)

Absent – (2) Akhlaghi, Vargas

Motion carries.

5. Business

5.1 Update Regarding Status of 2022 Monitoring Visits

Lead Program Analyst Erica Carroll provided an overview of the monitoring visit requirements and update regarding visits conducted during the 2022 calendar year. Carroll also reminded the Eligibility and Budget Review (EBR) Committee that they are welcome to participate in the monitoring visits and reach out to staff if they are interested.

5.2 Preview of 2023 Eligibility & Budget Review Meetings Calendar

Carroll previewed the tentative EBR Committee meeting dates and planned topics for the 2023 calendar year.

6. 2023 IOLTA/EAF Budget Proposals

6.1 Discussion and Action on Budget-Related Issues: Late Submissions, Purchase of Real Property/Capital Additions, Deviations from Standard Program/Administrative Expense Ratios, Possible Non-Qualifying Activities

Carroll provided an overview of issues identified from the 2023 IOLTA/EAF budget proposals, which were due on September 28, as reflected in the meeting materials. The two issues elevated for the committee review were one organization with a deviation from the recommended personnel/nonpersonnel allocations and five late budget proposals. Related to this issue, Carroll briefly discussed the upcoming codification topic and recommendations regarding late submissions.

After discussion, the EBR Committee voted on the following resolutions:

RESOLVED, that the Legal Services Trust Fund Commission Eligibility and Budget Review Committee approve LACBA Counsel for Justice's deviation from the recommended budget expense ratios for personnel and nonpersonnel expenses in its 2023 EAF budget based on the explanation provided.

Moved by Meeker, seconded by Bayles-Fightmaster.

Ayes – (5) Blakemore, Bayles-Fightmaster, King, Klein, Meeker
Noes – (0)
Abstain – (0)
Absent – (2) Akhlaghi, Vargas

Motion carries.

And it is FURTHER RESOLVED that the Eligibility & Budget Review Committee accepts the late budget submissions from Inner City Law Center; Public Advocates, Inc; San Luis Obispo Legal Assistance Foundation; and Senior Citizens Legal Services.

Moved by King, seconded by Meeker.

Ayes – (5) Blakemore, Bayles-Fightmaster, King, Klein, Meeker
Noes – (0)
Abstain – (0)
Absent – (2) Akhlaghi, Vargas

Motion carries.

And it is FURTHER RESOLVED that the Eligibility & Budget Review Committee accepts Western Center on Law and Poverty's late budget submission on condition that Western Center staff meet with committee members and State Bar staff to discuss compliance with grant requirements and deadlines.

Moved by Bayles-Fightmaster, seconded by Meeker.

Ayes – (5) Blakemore, Bayles-Fightmaster, King, Klein, Meeker
Noes – (0)
Abstain – (0)
Absent – (2) Akhlaghi, Vargas

Motion carries.

6.2 Recommend Approval or Revisions of 2023 IOLTA and EAF Budget Proposals to Legal Services Trust Fund Commission

The EBR Committee voted on the following resolution:

RESOLVED, that the Legal Services Trust Fund Commission Eligibility and Budget Review Committee recommends that the LSTFC approve the 2023 IOLTA/EAF budget proposals as reflected in the list attached to the November 4, contingent upon completion of any staff requested corrections by the time of the LSTFC's November 16 meeting.

Moved by Bayles-Fightmaster, seconded by Klein.

Ayes – (5) Blakemore, Bayles-Fightmaster, King, Klein, Meeker

Noes – (0)

Abstain – (0)

Recuse – (4) Recusals as to individual organizations: Blakemore as to Disability Rights California; Bayles-Fightmaster as to Law Foundation of Silicon Valley and Legal Aid of Sonoma County; King as to San Luis Obispo Legal Assistance Foundation; and Meeker as to Public Law Center

Absent – (2) Akhlaghi, Vargas

Motion carries.

ADJOURN