



# The State Bar of California

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## Legal Services Trust Fund Commission (LSTFC) Rules Committee Teleconference

Open Session Minutes  
Wednesday, March 20, 2024  
12:00 p.m.—3:00 p.m.

**Time Meeting Commenced:** The LSTFC Rules Committee meeting commenced in open session at 12:05 p.m.

**Time Meeting Adjourned:** 2:26 p.m.

**Chair:** Patience Milrod

**Committee Coordinator:** Doan Nguyen

**Members Present:** Jacqueline Alikhaani, Amin Al-Sarraf, Catherine Blakemore, Erica Connolly, Jason Galkin, Patience Milrod, Jonathan Sandville

**Members Absent:** Venetta Campbell

**Liaisons Present:** Laura Brown (Judicial Council), Salena Copeland (LAAC), Melanie Snider (Judicial Council)

**Liaisons Absent:** None

### OPEN SESSION

- 1. Call to Order**  
Chair Milrod called the meeting to order.
- 2. Roll Call**  
Roll call was taken and a quorum was established.

Chair Milrod called for public comment, inquiring as to whether there were persons who wished to comment on any agenda item. The following comments were provided to the LSTFC Rules Committee:

- 1. Lindsay Nako**  
Lindsay Nako, Executive Director of the Impact Fund commented on the proposed rule regarding excluded funds, requesting clarity of several terms in the proposed rule language.
- 2. Ariel Brown and Alison Kamhi**

Ariel Brown, Senior Staff Attorney and Alison Kamhi, Legal Program Director, from the Immigrant Legal Resource Center commented on the proposed rule regarding exchanged funds, expressing concern about word choice and documentation requirements in the proposed rule language.

### **3. Approval of Minutes**

#### **3.1 Open Session Minutes: November 1, 2023**

**RESOLVED**, that the Legal Services Trust Fund Commission Rules Committee approves November 1, 2023, the minutes, as posted on the agenda.

*Moved by Connolly, seconded by Blakemore.*

*Ayes – (7) Alikhaani, Al-Sarraf, Blakemore, Connolly, Galkin, Sandville, Milrod*

*Noes – (0)*

*Abstain – (0)*

*Absent – (0)*

*Motion carries.*

### **4. Discussion and Action Items**

#### **4.1 Approve Recommendations Regarding (1) Excluded Funds/Passthrough Funds; (2) Exchanged Funds; and (3) County Expenditures**

Presenters: Jason Sandville, Commission Member  
Heidi Slater, Senior Financial Analyst  
Christal Bundang, Lead Program Analyst

The working group recommendations regarding excluded/passthrough funds, exchanged funds, and county expenditures were presented. The working group aimed to clarify and define the types of expenditures that should be excluded before calculating the organization's qualified expenditures and subsequent primary purpose percentage. The working group also recommended ending current office practice related to exchanged funds and codifying current office practice requiring applicants to have a reasonable basis for calculating by-county expenditures reported on the IOLTA/EAF application. The committee talked at length about potential impact the recommendations would have on grantees' allocation amounts.

**RESOLVED**, that the Legal Services Trust Fund Commission Rules Committee approves the working group recommendations related to excluded funds (formerly passthrough funds), exchanged funds, and county expenditures, as referenced in Attachment A and as amended in the Rules Committee meeting on March 20, 2024.

*Moved by Galkin, seconded by Al-Sarraf.*

*Ayes – (5) Al-Sarraf, Connolly, Galkin, Sandville, Milrod*

*Noes – (1) Blakemore*

*Abstain – (0)*

*Absent – (1) Alikhaani*

*Motion carries.*

**ADJOURN**

DRAFT