



**NOTICE AND AGENDA
EXECUTIVE COUNCIL MEETING**

**Thursday, September 8, 2022, 8:30 - 10:30 AM
Bar offices, 1290 Broadway, Ste. 1700, Denver, CO 80203 and via Zoom**

The next meeting of the CBA Executive Council will be held at the Bar offices and via Zoom. If joining remotely, we strongly encourage you to attend by video versus phone.

The agenda as of this date is as follows:

- | | | |
|--|---|--|
| | 1. Call to Order | Ryann Peyton |
| | 2. Consent Agenda – August 8, 2022, Meeting Minutes (pgs. 3-4) | Ryann Peyton |
| 15 minutes
Decision | 3. 23rd Judicial District Outreach Request (pgs. 5-6) | Arapahoe &
Douglas County
Bar Leadership |
| 10 minutes
Decision | 4. Award of Merit Task Force Recommendation | John Vaught |
| 15 minutes
Decision | 5. Licensed Legal Professional – Family Law Request to Submit Comment | Family Law
Section |
| 10 minutes
Informational
Informational | 6. Financial Matters
a. Current Financials
b. Audit Update | Ellen Ross
Dan Sweetser |
| 5 minutes
Informational | 7. Board of Governors Outreach (pgs. 7-8) | Jessica Lindzy |
| 15 minutes
Informational | 8. REDI Work (pg. 9) | Claire Havelda
Hon. Susan Blanco |
| 45 minutes | 9. Strategic Dialogue Discussion
a. What is the biggest gap between what the CBA claims it provides for members and what is actually provides to members? | Ryann Peyton |

- b. What is the biggest gap between who the CBA claims it serves and who it actually serves?

10. **New Business**

11. **Adjourn**

***** Written reports from the President, Executive Director, and the YLD are included at the end of your packet on pages 10-15**

Mission Statement: We are an association that advances members' practice, supports the justice system, and enriches our community. The Colorado Bar Association ("CBA") values its diverse membership and our communities. We are committed to the eradication of racism, discrimination, and any other form of injustice against underrepresented groups. We promote diversity, equity, inclusion and the removal of barriers to success within the CBA and the communities we serve.

Value Statement: We are Strategic, Inclusive, Professional, Effective, Inspirational, Innovative, Member-focused, and Ethical. The CBA seeks inclusion and equity through broad recognition of diversity, including, but not limited to race, ethnicity, national origin, socio-economic status, gender identity, gender expression, sexual orientation, disability, age, veteran status, geography, political beliefs, ideology, spiritual beliefs, years of practice, and practice settings. We prioritize broad, equitable, and inclusive participation in our membership and leadership. The CBA is dedicated to promoting attorneys of all backgrounds, identities, and circumstances through the removal of barriers to engagement and leadership. We are committed to actively changing systems, organizational structures, policies, practices, and attitudes, so that power is distributed and shared equitably and inclusively.

Links to Governing Documents

Link to by-laws:

https://www.cobar.org/Portals/COBAR/Repository/CBA/bylaws0701/CBA%20Bylaws%2007_01_2021.pdf?ver=nzFtn6_Lrl1Elf-bB6PK9A%3d%3d

Link to Articles of Incorporation: <http://www.cobar.org/portals/cobar/repository/CBAArticlesOfIncorporation.pdf>

Link to Strategic Plan Narrative:

<http://www.cobar.org/Portals/COBAR/Repository/Communications/CBA/Refocus%20Supporting%20Narrative.pdf?ver=2017-06-26-140048-557×tamp=1498507258197>

Legal Community Calendar – Used by Presidents' Diversity Council

<https://teamup.com/ks709fb66d892ee741>



MEETING MINUTES

EXECUTIVE COUNCIL MEETING

Thursday, August 11, 2022, 8:30 – 10:30 AM

Held via Zoom – All Attendees Remote

In Attendance: Ryann Peyton, Joi Kush, Aly Scott, Ed Felter, Mallory Hasbrook, Ellen Ross, Carlos Romo, Hon. Susan Blanco, Nicole Black, Ruchi Kapoor, Dalia Labrador, Kyle Aber, April Jones, Catherine Chan, Jason Kelly, Scott Evans, and Sandy Eloranto.

Staff: Amy Larson, Dan Sweetser, Jessica Lindzy, Amy Sreenen, Margaret Haywood, Loren Faye, Emy López, Tyler Mounsey, Renatta Villa, Marissa Lobato, and Toni-Anne Nuñez.

Guests: Andy Toft, Leslee Balten, Hon. Nathaniel Baca, and John Vaught.

1. President Ryann Peyton called the meeting to order at 8:32 a.m. and attendees introduced themselves.
2. The consent agenda was deemed approved which included the June 14, 2022, meeting minutes.
3. Ellen Ross presented the FY21-22, year end financials and Dan Sweetser noted that the audit is currently in process.
4. Mallory Hasbrook provided a brief YLD update noting they have their schedule built out for the year and have added three new members to their executive council.
5. Leslee Balten provided an update on the Awards Creation Working Group starting with a history of how/why the group was established. Leslee stated the group is looking at five new awards and are currently working on the criteria for these awards along with guidelines to present to the CBA Executive Council.
6. Ryann Peyton and John Vaught provided an update on the Award of Merit Task Force. Ryann started with an overview of the purpose of the task force. The task force is looking at changes to make the selection process more equitable and inclusive as the committee is currently made up of past CBA Award of Merit winners and past CBA presidents, would like

to add CBA members who would like to be part of the process and increasing diversity on the committee. The task force is also looking at modifying criteria for receiving the award. Recommendations have gone to the broader Awards Committee to review, and they submit a final recommendation to the CBA Executive Council as any changes would require a Bylaws change which would need to have final approval from the CBA Board of Governors.

7. Ryann Peyton gave the President's report with a presentation that included meeting format changes, using an equitable and inclusive problem-solving methodology when considering decisional items or issues that come up throughout the year, Executive Council norms, and the strategic planning process. Ryann discussed the reconstitution of the Presidential Rotation Working Group to include more diverse members and visit other parts of the state to get feedback. Ryann stated she will be looking for process owners to help lead that group going forward and to reach out if interested.
8. Amy Larson gave the Executive Director report welcoming the new Council members and highlighting staff in attendance. Amy stated the purpose and history of the strategic plan and program reports included in the meeting packet.

Margaret Haywood provided a membership update, including the status of payments coming in, work with marketing team on the "Better with the Bar" membership campaign and the upcoming leadership calling campaign to get unpaid members to renew.

Jessica Lindzy provided a walkthrough of the private Executive Council page on the CBA website and all the resources located there.

9. Tyler Mounsey gave an update on the Interim Committee on Judicial Discipline.
10. Ryann Peyton gave a quick overview of the REDI Committee and noted that all Council members are welcome to be part of the committee.

There being no further business the meeting was adjourned at 10:08 a.m.

Amendment D – New 23rd Judicial District Judges

November 2022 ballot

Amendment D is a legislatively referred constitutional amendment. In 2020, the Colorado General Assembly created the new 23rd Judicial District ([HB1026](#)). It would move Douglas, Elbert and Lincoln Counties into the new Judicial District. **Amendment D** would require the Governor to designate judges from the 18th Judicial District to serve in the newly created 23rd Judicial District.

A **YES** vote supports this constitutional amendment to:

- Direct the governor to assign judges to the new 23rd Judicial District by November 30, 2024.
- Require these judges to establish residency by January 7, 2025.

The measure facilitates an efficient transition into the new 23rd Judicial District and ensures the continuation of the efficient administration of cases without interruption.

Without Amendment D:

- Cases will be slowed as the courts try to manage cases during a period of disruption.
- No new judges would be appointed.
- Judges would not be removed from office.

Amendment D Supporters (TO BE CONFIRMED):

- Arapahoe County Commissioners
- Douglas County Commissioners
- Elbert County Commissioners
- Lincoln County Commissioners
- Bar Associations (to be announced)
- Colorado Courts

No citizens or organizations opposed the resolution during the 2022 Legislative Session. The Colorado General Assembly overwhelmingly supported Amendment D.

Amendment D saves Colorado money by being responsible and balanced with taxpayer dollars. Without Amendment D, Colorado will need to spend unbudgeted dollars on unbalanced resources among the affected counties to administer the creation of the 23rd Judicial District.

Legislation

- [HCR22-1005](#): New 23rd Judicial District Judges

SESSION:
2020 Regular Session

BILL SUMMARY

Pursuant to House Bill 20-1026, effective January 7, 2025, the counties of Douglas, Elbert, and Lincoln will move from the eighteenth judicial district to a newly created twenty-third judicial district. Under the state constitution, district judges serve the term to which they were elected but may serve in another judicial district if the other district encompasses the county of the judge's residence. Under this concurrent resolution, the governor would designate judges serving in the eighteenth judicial district on January 6, 2025, to serve the remainder of their terms in the twenty-third judicial district.

- [HB20-1026](#): Create Twenty-third Judicial District
Concerning the creation of a twenty-third judicial district.

SESSION:
2020 Regular Session

BILL SUMMARY

Effective January 7, 2025, the act:

- Removes Douglas, Elbert, and Lincoln counties from the eighteenth judicial district;
- Creates a twenty-third judicial district comprised of those counties;
- Specifies the number of district court judges for that district; and
- Reduces the number of district court judges for the eighteenth judicial district.

The act specifies that at the election in November of 2024:

- There will be an election for the district attorney for the eighteenth judicial district from the electors of Arapahoe county;
- There will be an election for the district attorney for the twenty-third judicial district from the electors of Douglas, Elbert, and Lincoln counties; and
- Any district court judge of the eighteenth judicial district who is eligible for retention may stand for retention election from the electors of the eighteenth judicial district.

The act clarifies that a district judge of the current eighteenth judicial district who is not up for a retention election in 2024 continues to serve as a district court judge for the remainder of the judge's current term, but the judge serves in the judicial district in which the judge resides.

Hello! I am calling on behalf of the CBA Executive Council and the CBA Board of Governors. We want to make sure that you received the save the dates for the 2022-23 Board of Governors meetings?

Over the last two years we have been working on making your time on the BOG more meaningful and would really like you to be the link from your organization to the CBA. We want you to take the information you learn at the BOG meeting back to your constituents and bring us any information you have from them.

The CBA BOG is such a wonderful representative body that we would love for this to be the center of information flow in the Legal community. Together we can continue to improve the practice of law and to fill the needs of attorneys in Colorado.

I have the job description and the meeting information if you need me to send them to you.

(See below, to copy and paste to an email if needed).

Do you plan to attend the October BOG meeting?

If they answer yes – Please be sure to go to <https://www.cobar.org/BOG> to register today! If you plan to attend via Zoom you will need to register in two places on the website.

(Please update the spreadsheet with notes regarding their response.)

“Thank you for your time today and if you need anything from the CBA or have anything to pass on, please contact me as I am your liaison to the EC for the CBA BOG.”

If anyone says they are not the right person, please ask them who the right person is and send that name to Jessica so she can update the list.

2022-23 CBA Board of Governors Meetings - Save the Dates

The fall/winter meeting will be held at the Bar offices on the morning of Tuesday, October 18, 2022.

The spring/summer meeting will be held in Breckenridge in conjunction again with the Solo/Small Firm Institute the morning of Friday, June 23, 2023.

JOB DESCRIPTION

The Board of Governors reached an overwhelming consensus at the October 2016 Board of Governors meeting to clarify the role of the Board of Governors. Based on the consensus reached the primary role of the governors is to serve as an ambassador and conduit of communications for the Colorado Bar Association while retaining a governance role.

As a Governor serving on the Colorado Bar Association Board of Governors, you are:

- An AMBASSADOR who creates awareness about the Colorado Bar Associations within the legal community and beyond;
- An accountable LEADER who represents the Colorado Bar Association as well as local constituents;
- A BRIDGE-BUILDER between the Colorado Bar Association and local constituents that promotes relationships and productive communication;
- An INNOVATOR who offers new insights or institutional knowledge for ongoing organizational development and decision-making.

(Expectations) of Governors:

- Attend all Board of Governors meetings
- Prepare for all Board of Governors meetings
- Actively participate in all Board of Governors meetings
- Accept committee or project assignments
- Stay informed
- Evaluate individual and collective performance
- Act in accordance with Fiduciary Duties (Care, Loyalty, Obedience)
- Review Executive Council minutes
- Be in touch with Vice President/Executive Council liaison
- Regularly interact with constituents about Colorado Bar Association and Board of Governors matters, and solicit feedback

(Expectations) of Colorado Bar Association

- Provide orientation on Colorado Bar Association and Governor role
- Inform governors of substantial CBA business and actions of the Executive Council
- Notify Governors of the meetings well in advance
- Solicit input for agendas
- Send Meeting materials in advance
- Provide a point of contact and/or liaison
- Provide leadership training and tools
- Provide opportunity to listen to governors at meeting and in advance
- Maintain Board of Governor portal with necessary information

Racial, Equity, Diversity & Inclusion

AGENDA

1. Introductions:
 - a. Judge Susan Blanco
 - b. Claire Havelda
2. History:
 - a. Why was REDI created?
 - b. Cobar.org review:
 - i. REDI Committee
 - ii. Review the Equity, Diversity & Inclusivity Timeline of EC Tasks.
3. REDI & the EC
 - a. Commitment Expectations of EC Members:
 - i. **Amplify** and **Support** Diversity Bars
 - ii. **Ambassador Checklist**
 - iii. Approach **Policy** considerations through an **Equity** lens.
 - b. Joint Learning Invitation
 - i. **Survey**
 - ii. **Opportunities to Support and Learn:**
 1. Susan and Claire update regularly with opportunities.
 - a. Events
 - b. Presentations:
 - c. **Cobar.org.**
 - i.

<https://www.cobar.org/About-the-CBA/Governance/REDI-Committee> (Must be logged in to access)

<https://www.cobar.org/For-Members/CBA-Sections/Trust-Estate/Committees/Diversity-and-Inclusion-Committee/Equity-Diversity-Inclusivity-Resources>



EXECUTIVE COUNCIL PRESIDENT'S REPORT

September 8, 2022

Strategic Planning Update

We are in the process of mobilizing the staff to engage in the strategic planning process. Director level staff will be brought into the process at the September 12th Directors Meeting. Once the staff engagement is outlined, we will begin the process of incorporating the Executive Council At-Large Members, staff, community members, and other Executive Council members into the *Research and Assessment Phase* focused on researching innovations and best practices in the following areas:

- Bar Programs
- Communication Delivery & Technology Infrastructure
- Member Demographics & Climate
- Sustainability & Partnerships

ACTION ITEM: Please let me know which working group you are interested in serving on by Friday September 16th. If I don't hear from you, I will assign you to a working group.

Community outreach will begin in October to activate the local bars, members of the board of governors, and general member outreach through the creation of a strategic planning survey.

In the near future, I would like to discuss adding a standing “Strategic Planning Committee” to the Executive Council to be responsible for overseeing the implementation of the strategic planning priorities from a governance point of view and generating short term strategic governance initiatives when appropriate.

Presidential Rotation Working Group Update

The new Presidential Rotation Working Group will be comprised of two representatives from each of the CBA's seven regions. A request was made on August 17th at the Local Bar Leader meeting for all local bars to identify regional representatives by September 9th.

The remainder of this working group will be comprised of all of the Executive Council Regional Vice Presidents: Kyle Aber, Melissa Decker, Sandy Eloranto, Scott Evans, Tony Maestas, Yolanda Fennick, and Claire Havelda. Finally, direct outreach will be made to individual leaders in Greater

Colorado who have expressed interest in working on this issue to request their engagement with the process.

A webpage will be created for the CBA website where information about the working group and ways to engage in community feedback will be available for members to follow the progress of and engage in the group's work.

ACTION ITEMS:

- **All EC Regional Vice Presidents, please e-mail me to confirm your ability to participate in this working group by Friday September 16th.**
- **The group is in need of “process owners” to assist in the logistics of setting meetings, communicating with group, and leading the process. Please let me know if you are interested in being a process owner of the group.**
- **If any other EC members would like to participate in this working group, please let me know by Friday September 16th so that we can get you involved.**

CBA Board of Governors

We will be hosting an orientation for new Board of Governors members on September 9th. If you are new to the Executive Council, you are now automatically a member of the CBA Board of Governors. Please plan to attend this meeting as we will provide an overview of your role and discuss the CBA's focus of the FY22-23 bar year.

The next CBA Board of Governors meeting will be held on October 18th at the CBA offices and via Zoom. Please plan on attending this meeting, especially if you are new to the Executive Council or were not able to attend the BOG meeting in June. The agenda for this meeting will be circulated in early October.



TO: CBA Executive Council

FROM: Amy Larson, CBA/DBA Executive Director

DATE: September 8, 2022

RE: Executive Director Report: Staff & Department Highlights

Staff EDI Committee

The Staff ED&I Committee is embracing growth; implementing new leadership and structure to help ensure the organizations have a welcoming and rewarding work environment for all. They have an ambitious year ahead and welcome the vital work:

1. In July, CBA-CLE marketing manager Shanna Montoya agreed to take a leadership role on the committee. However, she has implemented a flat structure regardless of roles outside the committee and sees her role as one of guidance.
2. In August, they held a workshop to discuss the mission (below) and roadmap (attached) for '22 - '23. They also sent a survey to staff to gauge the temperature of staff concerning ED&I.
Mission: To create a diverse, sustainable, and inclusive working environment by encouraging, developing, retaining, and supporting employees from marginalized backgrounds through equity practices.
3. In September, they'll start working on the projects in the current roadmap and share the result of the survey with staff.

Local Bar Relations

Local bar associations are gearing up for their fall events. Many social events and CLEs are being scheduled which provides opportunity for connection, some of which will take place through Presidential Visits. Local bar leaders continue to meet every two months (the third Wednesday of the month at 3:00 p.m.). Email [Emy](#) if you would like to be added to the invitation or would like to learn more about a certain region or local bar association.

Legal Opportunities in Greater Colorado

Some local bar leaders are working with members on the Legal Opportunities in Greater Colorado Initiative, connecting legal professionals to underserved areas across the state. Among other projects, two events are scheduled for the next two months.

- September 24-25 | Salida (Heart of the Rockies Bar Association) will host

- Two CLEs: Water Practice 101 and Names, Place and Belonging & the Importance of Re-Examining Geographical Names to Foster Inclusion in Rural Communities
- Outdoor Adventure: Saturday Fly Tying & Casting and Photography Hike and Sunday YLD Bar Flies Fly Fishing
- Multiple additional connection opportunities
- October 25 | Lunch presentation to DU law students on the opportunities and benefits of practicing in Greater Colorado

Membership

- Almost 70% of paying CBA members have paid their 2022-23 membership dues, and we'll continue pushing hard in this final 7-week stretch to engage the last 30% of members.
- Thank you to the volunteers who participated in the Leadership Call Campaign during the last two weeks. Hearing from CBA leaders is a small gesture that makes our members feel connected the community.
- The official call campaign is over, but if you missed the opportunity and would like to make a few quick calls any time in the next month, send an email to membership@cobar.org, and our Membership team will be happy to connect you with a phone script and call list.

JULY
AUG
SEPT
OCT
NOV
DEC
JAN
FEB
MAR
APRIL
MAY
JUNE

'22 - 23 ROAD MAP

Employee Survey

Take the temperature of the staff

Online Staff Community

To house resources for staff and a space for conversation

Create Reporting System

Use Smartsheet to allow staff to report issues anonymously or known

Policy & Hiring Audit

Researching current policies and hiring practices

Identify opportunities

Room for growth in strategic framework and moving forward

Training

Find or create training that enforces mission

Best Practices Guide

Language, reporting guidelines, crisis plans, etc.

Mentor Network

Create a pathway to success through mentoring

CBA Young Lawyers Division (YLD) Report submitted by Jim Fogg, YLD Chair

The YLD has jumped into its programming for this fiscal year. We've already co-hosted a fair with about 100 attendees in Ft. Collins and we've got 4 events coming up in September:

- September 17 : Yoga Workshop in Colorado Springs
- September 24 and 25: Water Conference & Bar Flies Outing in Salida
- September 24: Women's March participation and networking event
- September 27 at noon: CLE: Telling a Winning Story at Trial

Maral Arjomandi created one new program that we all find very innovative: Appreciate Culture. The idea is that, once a month (or so) one of our Members will take 4-6 CBA members to dinner, likely at a culturally diverse restaurant, and discuss cultures that we may not be exposed to on a regular basis.