

### 3.1 Approval of February 7, 2025, Open Session Minutes



# The State Bar of California

---

## Legal Services Trust Fund Commission Program Development and Impact Committee Teleconference

Open Session Minutes  
Friday, February 7, 2025  
12:03 p.m.—2:55 p.m.

**Time Meeting Commenced:** The LSTFC Program Development and Impact Committee commenced in open session at 12:03 p.m.

**Chair:** Judge Kristin Rosi

**Committee Coordinator:** Chris McConkey

**Members Present:** Jacqueline Alikhaani, Kenneth Babcock, Erin Smith

**Members Absent:** Venetta Campbell, Efrain Escobedo, Maria Morales

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

**Liaisons Absent:** Judge Bryant Yang

**Staff Present:** Christal Bundang, Shannon Crossley, Chris McConkey, Sylvia Nam, Doan Nguyen, Kim Turner, Jennifer Zelnick

### OPEN SESSION

#### ROLL CALL

The Program Development and Impact Committee (Committee) was called to order by Chair Rosi. Roll call was taken and a quorum was established.

#### PUBLIC COMMENT

Chair Rosi called for public comment, inquiring as to if there were person(s) who wished to comment on any agenda item. No public comments were made.

### 1. Business

#### 1.1 Action on Program Development and Impact Committee Charter

Presenter: Chris McConkey, Program Manager, Office of Access and Inclusion

State Bar staff (staff) presented the proposed Committee charter, Committee members discussed the charter, the Committee recommended adjustment to the paragraph about committee size and clarified the scope of its potential work to refine the LSTFC's reporting framework, and the Committee voted on the charter.

**RESOLVED**, that the Legal Services Trust Fund Commission (LSTFC) Program Development and Impact (PDI) Committee recommends that the LSFTC approve the PDI Committee's charter as presented and modified at the committee's meeting on February 7, 2025.

*Moved by Smith, seconded by Alikhaani.*

*Ayes – (4) Alikhaani, Babcock, Smith, and Rosi*

*Noes – (0)*

*Abstain – (0)*

*Absent – (3) Campbell, Escobedo, Morales*

*Motion carries*

## **1.2 Recommend Delegation of Authority to Reallocate Remaining 2023–2024 Homelessness Prevention (HP 4) Grant Funds**

Presenter: Kim Turner, Senior Program Analyst, Office of Access and Inclusion

Staff reported that the HP 4 grant period ended on June 30, 2024, and that 11 HP 4 grantees had a total of \$1,007,981 in unspent funds. Additionally, the State Bar estimates that it has up to \$170,000 remaining from its funds to administer the HP 4 awards potentially available to reallocate. Staff emphasized that reallocating these funds is important due to the risk of increased homelessness resulting from potential changes to federal programs and recent natural disasters. Staff recommended that the Committee seek delegated authority from the LSTFC to reallocate the remaining HP4 funds to be used by December 31, 2025.

**RESOLVED**, that the Legal Services Trust Fund Commission (LSTFC) Program Development and Impact Committee (PDI Committee) recommends that the LSTFC delegate authority to the PDI Committee to reallocate the remaining 2023–2024 Homelessness Prevention (HP 4) grant funds as described in State Bar staff's memo dated February 7, 2025.

*Moved by Babcock, seconded by Smith.*

*Ayes – (4) Commissioners Alikhaani, Babcock, Rosi, Smith*

*Noes – (0)*

*Abstain – (0)*

*Absent – (3) Commissioners Campbell, Escobedo, Morales*

*Motion carries*

### **1.3 Discuss Program Development and Impact Committee Priorities for 2025**

Presenters: Jenny Anders-Gable, Regional Counsel, Legal Services of Northern California (LSNC)  
Skip Koenig, Pro Bono Director, Neighborhood Legal Services of Los Angeles County (NLSLA)

Anders-Gables discussed LSNC's work assisting with disaster-related legal services for the recent fires. LSNC responds to major disasters in rural counties and helps lead the statewide Disaster Legal Assistance Collaborative (DLAC). DLAC plays a crucial role in coordinating California's legal aid, pro bono, and government communities responding to disasters. Koenig discussed NLSLA's role providing legal aid for the January 2025 wildfires in Southern California. NLSLA coordinates with LSNC to help with Federal Emergency Management Agency (FEMA) clinics and other responses. Presenters and commissioners discussed supporting those impacted by the wildfires and disasters, including the need for dedicated, nimble funding to enable legal aid providers to quickly respond to disasters.

Presenter: Jennifer Zelnick, Lead Program Analyst, Office of Access and Inclusion

Staff reported on the State Bar's ongoing work regarding legal technology and generative Artificial Intelligence (GenAI), focusing on how to responsibly deploy both tools to enable legal aid attorneys to serve more Californians and close California's justice gap. The Committee discussed what should be prioritized and considered while designing a statewide Legal Tech Initiative.

Presenter: Sylvia Nam, Senior Program Analyst, Office of Access and Inclusion

Staff reported on the State Bar's work to support grantees in the changing policy landscape and in light of the recent natural disasters in Southern California. This included meeting with grantees in the fall of 2024 to discuss upcoming policy changes. In December 2024, State Bar staff held focus groups with legal aid organizations to understand their main concerns regarding policy changes and their needs, followed by a survey to assess the support requested by grantees across various legal areas to help refine support strategies. Initial results will be shared in a virtual meeting on February 10 and in-person meetings held with grantees in March 2025.

Presenter: Christal Bundang, Principal Program Analyst, Office of Access & Inclusion

Staff reported about work to improve grantees' reporting framework to lessen burdens, enhance transparency, and support program evaluations. State Bar staff are assessing data currently collected, identifying needs, and streamlining reporting processes. State Bar staff plan to analyze recent years of data to summarize trends and impacts, plus compare reporting practices to those of other funders. At the next Commission meeting on February 28, 2025, more information will be presented. Input is being sought on what grant data is most useful as evaluation is continually refined.

### **1.4 Discuss Legislative Updates**

Presenter: Chris McConkey, Program Manager, Office of Access and Inclusion

Staff presented on a \$10 million increase for qualifying 2025 Equal Access Fund grantees. These funds are to help vulnerable individuals at risk of detention, deportation, eviction, wage theft, and federal actions placing their safety at risk. Staff also presented on a proposal to increase the income eligibility for Interest on Lawyers' Trust Accounts (IOLTA)-funded legal aid for Californians seeking to recover from disasters. Another proposal would allow grantees to use their IOLTA grant funds to serve out-of-county clients when providing disaster-response legal services. A fourth proposal would allow the LSTFC to use the opt-out donations from attorneys' annual license fees to make grants that respond to emergent and urgent needs.

***CLOSED SESSION***

***None.***

**ADJOURN**