

QUALITY OF LIFE (QOL) COMMITTEE

April 15, 2020 Meeting Minutes

Virtual Meeting: Bennett, Hartman, Morris, & Kaplan LLP

Present

Johnson, Timothy A. (Chair)
Mann, Amrit R. (Secretary)
Ellis, Carilyn
Fullerton, Emily S. B.
Hofer, Laurie Anne
Larkin, Linda J.
Meiers, James D.
Nako, Mai-Anh T.
Rosen, David M.
Mols, Yvana (ONLD) *
Petrecca, Catherine (OSB liaison) *

Not Present

Hedlind, Bryan (out-of-office)
Plymell, Alice M.
Hohmann, Kaci R(ONLD)*
Brown, Adrian Lee (BOG Contact)*
Tanya Hanson (PLF liaison)*
Hazilla, Kyra (OAAP Liaison)*

*non-voting members (not counted towards quorum).

Meeting convened at 12:06 p.m.

1. March 2020 meetings minutes passed by eight voting members.
2. QoL is in the process of replacing three members. Tim and Amrit forwarded four names from a volunteer list to the Board of Governors (BOG). We should hear something before our next committee meeting on May 20, 2020.
3. Tim spoke to Gary Stein, editor of the Oregon State Bar (OSB) bulletin.¹ The bulletin is open to QoL committee having a wellness column on a regular basis. The columns are typically about 1500 words. The bulletin is published 10 times per year (February/March and August/September are combined) and is currently available in hard copy only. However, OSB is looking into providing it on-line during the coronavirus pandemic. QoL committee could post its articles on its own website but may have to wait a couple of weeks after the bulletin is printed.
4. Several suggestions were made, including writing an introductory column, collecting a list of topics, and writing about our own experience dealing with challenges of working remotely during coronavirus pandemic. There was also some discussion about the approach to take. Different people have different approaches. Some may feel comfortable sharing while others may not.

¹Tim followed up with Gary and sent out an e-mail. Copy attached.

5. QoL members approved writing for the bulletin and inviting non-QoL members to write for the QoL committee columns as long as they are not writing for gain.

6. In order to speed things up and allow members to be ready to talk about information in the meetings, a question was posed as to what information can be shared via email. BOG wants public notice of committee meetings so QoL members cannot make decisions through emails. Exchanging topics for the bulletin and any information should be fine but voting on the ideas should be done in meetings.

7. OAAP and QoL relationship - Linda asked that contacts be provided to her by May 18, 2020, so she can make a list of all the information she receives and share at our next committee meeting. She will draft a letter to be sent out to firms.

8. Survey Monkey – OSB’s economic survey is every five years. The next one will be in 2022. QoL could possibly add a question to this survey. Some of the current members will have served their term by 2022. This will need to be revisited by members when the time comes.

9. Oregon New Lawyers Division (ONLD)-reaching out to law school to set up information booths is moot at this time given our current events.

Meeting adjourned at 12:55 p.m.

Writers' Guidelines for the OSB Bulletin

Thank you for your interest in *The Bulletin*, a publication for members of the Oregon State Bar. Before you begin writing for us, please read the following.

Our Audience and Our Mission

Available as a member benefit and by subscription, *The Bulletin* reaches an audience of nearly 19,000 readers in print and online. The magazine publishes 10 times a year (monthly except for combined issues in February/March and August/September), with a goal of providing information to OSB members that will directly affect their practice of law in Oregon, will aid and improve their business, and will keep them informed on activities and issues in the legal profession.

In other words, all articles published in *The Bulletin* must be germane to the law, lawyers, the practice of law, the courts and judicial system, legal education or the Oregon State Bar. *The Bulletin* is not a consumer magazine, nor a law library text/review book. Instead, we strive to publish articles that are topical, thought-provoking and address issues and topics of interest to significant segments of the bar. We aim to be read, be quoted and be retained.

As a general rule, each issue contains two or three feature articles, regular and semi-regular columns, and regular departments such as "Briefs," "Bar News," "Among Ourselves" and "Moves." Humor, opinion and human-interest articles are also part of the mix.

What We Publish

We recommend that you read *The Bulletin* before sending us a query or beginning work on a story we've approved. You'll find current and archived issues online at osbar.org.

What are we looking for? Here's what *The Bulletin* includes:

- **Feature Articles (2,000-3,000 words):** Each issue includes two or three feature stories of general interest to OSB members. Recent examples include rules and regulations surrounding the use of drones; efforts to address the civil legal needs of low-income Oregonians; sexual harassment in the state's legal community; juvenile justice reform; animal law, Indian law and other area where Oregon plays a unique and innovative role; mental health and wellness issues; and more.
- **Personality Profiles and Law & Life Essays (1,800-2,000 words):** Each issue of the magazine shines a light on folks in the legal profession who have unique and interesting stories to tell. Recent profiles include a lawyer who finds fulfillment as a stand-up comedian; another who pursued a master's degree in London so he could better help the tribes of Eastern Oregon; and yet another whose path led from being an unwed teen mother to a seat on the circuit court bench. Law & Life articles have followed an attorney and her family on a law-inspired road trip and a husband-wife duo who spent two years practicing in Russia.
- **Columns (1,500-1,800 words):** Each issue contains a selection of columns. Some appear every month: Bar Counsel (written by the OSB's general counsel) and The Legal Writer (written by University of Oregon professors), for example. Other columns rotate in and out of the magazine and are either submitted by experts or written by freelancers:

Managing Your Practice, Legal Practice Tips, Technology & the Law, Health & Wellness, Diversity & Inclusion, etc.

- **Humor and Opinions (800 words):** Opinion pieces are published in a column called “Parting Thoughts.” These stories can address any topic of law or legal practice, but may not contain language constituting an attack upon an individual, group or organization. Recent authors have written about everything from the need for civility and the importance of protecting child sexual abuse victims to what it’s like for a true Luddite to be dragged into our Brave New World of technology.
- **Departments (150-300 words):** As a courtesy to OSB members, *The Bulletin* provides at no charge separate columns announcing lawyer relocations and promotions (“Moves”) and other news of attorney members (“Among Ourselves”). Subjects of both columns must be members of the Oregon State Bar. *The Bulletin* also contains a section called “Bar News,” which updates members on state bar meetings, events and policies; law-related developments and organizations; judicial updates; and other news items of potential interest to OSB members.

Some Rules to Remember

The following guidelines are applied to every article submitted for publication, whether unsolicited or solicited, and you should revise your work if it does not meet the following criteria:

1. Even with topics of broad general interest (sexual harassment in the workplace, for example), **the content of the article should directly affect the practice of law in Oregon.** In other words, you must narrow the focus in a way that relates deeply and specifically to the personal and professional lives of OSB members.
2. Every article must mirror the OSB’s commitment to diversity, equity and inclusion. **You must seek out and include sources from non-dominant cultures, and your article must go beyond the Portland metro area to reflect the “geographic diversity” of *The Bulletin’s* readership.** In other words, make sure your article includes a variety of faces and voices from all across Oregon, or expect it to be returned for revisions.
3. **You must present ideas in a balanced manner,** rather than presenting only one side of an issue. Except in the case of opinion pieces, *The Bulletin’s* role is to be objective – to present all sides of an issue and let readers make up their own mind.
4. **The topic should be of timely importance,** and the article should not contain information already covered in another publication, such as in a local daily, weekly or monthly.
5. **Every article should conform to Associated Press rules for style and grammar.** Every article should include a “tagline” that describes who the author is and how they can best be reached. Articles should be lightly footnoted when appropriate, following the rules contained in “A Uniform System of Citation,” a reference guide published by the Harvard Law Review Association. (If possible, footnotes should be limited to no more than 15 per article.)
6. **Authors should make a point of asking sources for artwork, photographs and illustrations that can accompany their stories.** In some cases and in consultation with the editor, it may be possible to schedule additional professional photo sessions.

7. **Finally: All submitted material is subject to editing by the editor for style, clarity, accuracy, flow and for purposes of space considerations.** Some editing may involve selective omission of portions deemed by the editor to be less important than others. References to personal characteristics (e.g., age, race, ethnicity, gender identity) of any person described or quoted in an article submitted for publication will be removed unless the description is germane to the article and has been reviewed and approved by the person described. The editor will always inform the author of changes, especially to technical, controversial or sensitive material. The editor retains at all times authority regarding story placement, headlines and article scheduling.

Submission Information

All correspondence should be sent via email to editor@osbar.org. For those articles we publish, we buy first-time worldwide, periodical publication and syndication rights in all languages. We pay when the piece is accepted for production.