

**Legal Services Corporation  
Meeting of the  
Delivery of Legal Services Committee**

**Open Session**

**Monday, April 7, 2014**

Co-Chair Father Pius Pietrzyk convened an open session meeting of the Legal Services Corporation's ("LSC") Delivery of Legal Services Committee ("the Committee") at 10:43 a.m. on Monday, April 7, 2014. The meeting was held at the F. William McCalpin Conference Center, LSC Headquarters, 3333 K Street, NW, Washington, DC 20007.

The following Committee members were present:

Father Pius Pietrzyk, Co-Chair  
Gloria Valencia-Weber, Co-Chair  
Sharon L. Browne  
Victor B. Maddox  
Julie A. Reiskin  
John G. Levi, *ex officio*

Other Board members present:

Robert Grey  
Martha L. Minow  
Laurie I. Mikva

Also attending were:

James J. Sandman	President
Richard L. Sloane	Chief of Staff and Special Assistant to the President
Rebecca Fertig Cohen	Special Assistant to the President
Lynn Jennings	Vice President for Grants Management
Ronald S. Flagg	Vice President for Legal Affairs, General Counsel & Corporate Secretary
Katherine Ward	Executive Assistant, Office of Legal Affairs
David Richardson	Comptroller/Treasurer
Jeffrey Schanz	Inspector General
Thomas Coogan	Assistant Inspector General for Investigations, Office of the Inspector General
John Seeba	Assistant Inspector General for Audit
Daniel Sheahan	Program Evaluation Analyst, Office of Inspector General

Carol Bergman	Director, Office of Government Relations and Public Affairs (GRPA)
Wendy Long	Executive Assistant Office of Government Relations and Public Affairs (GRPA)
Lora M. Rath	Director, Office of Compliance and Enforcement
Janet LaBella	Director, Office of Program Performance
Glenn Rawdon	Program Counsel, Office of Program Performance
Reginald Haley	Program Analyst, Office of Program Performance
Evora Thomas	Office of Program Performance
Nancy Glickman	Office of Program Performance
Peter Campbell	Chief Information Officer, Office of Information Technology
Eric Jones	Office of Information Technology
Allan J. Tanenbaum	Non-Director Member, Finance Committee (General Counsel, Equicorp Partners)
Thomas Smegal	Non-Director Member, Institutional Advancement Committee
Frank Strickland	Non-Director Member, Institutional Advancement Committee
Herbert Garten	Non-Director Member, Institutional Advancement Committee
Cesar Torres	Executive Director, Northwest Justice Project
Steve Pelletier	Financial Director, Northwest Justice Project
Ed Marks	Executive Director, New Mexico Legal Aid
Lisa Schatz-Vance	Development Director, New Mexico Legal Aid
Calvin Harris Jr.	CPA, President – Change Management, Harvin Consulting LLC
Don Saunders	National Legal Aid and Defenders Association (NLADA)
Robin C. Murphy	National Legal Aid and Defenders Association (NLADA)
Terry Brooks	American Bar Association Standing Committee on Legal Aid and Indigent Defendants (SCLAID)
Dominique Martin	Law99.com

The following summarizes actions taken by, and presentations made to, the Committee:

Committee Co-Chairman Father Pius called the meeting to order.

**MOTION**

Committee Co-Chair Valencia-Weber moved to approve the agenda. Mr. Levi seconded the motion.

**VOTE**

The motion passed by voice vote.

## **MOTION**

Committee Co-Chair Valencia-Weber moved to approve the minutes of the Committee's meeting of January 24, 2014. Ms. Browne seconded the motion.

## **VOTE**

The motion passed by voice vote.

Committee Co-Chair Father Pius lead the discussion of the Committee's evaluations for 2013 and its goals for 2014.

Mr. Haley, panel moderator, introduced the LSC Performance Criteria 4 panelists: Cesar Torres, Executive Director, Northwest Justice Project; Steve Pelletier, Financial Director, Northwest Justice Project; Ed Marks, Executive Director, New Mexico Legal Aid; Lisa Schatz-Vance, Development Director, New Mexico Legal Aid; and Calvin Harris, Jr. CPA, President-Change Management, Harvin Consulting LLC. Mr. Haley gave an overview of discussion topics covering the challenges faced by grantees in financial planning and budgeting. He was followed by Mr. Harris who discussed the benefits of budgeting in times of funding uncertainty. Mr. Pelletier then shared his experiences in proactive budgeting and financial management of the annual budget at the Northwest Justice Project. Next, Mr. Torres discussed the Northwest Justice Project board's involvement in the budget process; followed by Ms. Schatz-Vance's briefing on her role as a Resource Development Director. Mr. Marks spoke of the importance of including staff in management's financial planning and budget resources processes. Mr. Haley and the panelists answered Committee members' questions.

Committee Co-Chair Father Pius invited public comment. Mr. Brooks of the American Bar Association, Standing Committee on Legal Aid and Indigent Defendants (SCLAID) spoke of the proposed federal changes in student loans repayment and forgiveness laws and the impact it could have on lawyer recruitment in the legal aid community.

There was no new business to consider.

## **MOTION**

Committee Co-Chair Valencia-Weber moved to adjourn the meeting. Mr. Maddox seconded the motion.

## **VOTE**

The motion passed by voice vote.

The Committee meeting adjourned at 12:10 p.m.

*I hereby certify that this is a true and correct copy of the minutes adopted by the Legal Services Corporation's Delivery of Legal Services Committee on July 21, 2014.*

A handwritten signature in black ink that reads "Ronald S. Flagg". The signature is written in a cursive style and is positioned above a horizontal line.

**Ronald S. Flagg**  
Vice President for Legal Affairs,  
General Counsel & Corporate Secretary