



p 517-346-6300

Date: October 30, 2008

p 800-968-1442

To: Representative Assembly Members

f 517-482-6248

www.michbar.org

From: Kathy Kakish, Chair  
Representative Assembly

306 Townsend Street

Michael Franck Building

Lansing, MI

48933-2012

Re: Appointments to the Six RA Committees  
Assignments as RA Liaisons to State Bar Committees and Sections

A heartfelt and sincere thank-you to all who have submitted their preferences for membership in the Standing Representative Assembly Committees and the liaison assignments to the State Bar Committees and Sections. Your dedication to the Representative Assembly is vital to its role as the final policy-making body of the SBM, and your generous contribution of your time and talent to promote the RA's role is greatly appreciated.

Attached to this letter are four documents. One is the list of RA member assignments. The other two are contact lists for those RA members who have been assigned as liaisons to the SBM Committees and Sections. Please note that the assignments have been made only to those committees and sections that we believe have the potential to generate policy proposals for the RA. The fourth is a sample letter that RA member liaisons may use to introduce themselves to the chairs of the SBM committees or sections to which they have been assigned as liaisons.

The following is a brief guideline of the responsibilities and duties of appointees and liaisons in particular, and all RA members in general.

**(1) The Six Standing Representative Assembly Committees.**

For the most part, first choice preferences were respected in selecting the assignments. As you are aware, the State Bar Rules place limitations on the number of members on each Committee. To help broaden input into the Committees, however, non-voting Associate Member affiliations have been made.

In the next couple of weeks, Anne Smith from the SBM staff, will contact the chair and members of the RA Committees to set up a time for a teleconference for each RA Committee to discuss plans for the upcoming April 2009 RA meeting.

**(2) The RA Liaisons to State Bar Committees and Sections.**

The subject matter of the items that are submitted to the RA meetings for deliberation—better known as "proposals"—is governed by the directives in *Keller v State Bar of Cal*, 496 US 1; 110 S Ct 2228; 110 L Ed 2d 1 (1990), and Michigan Administrative Order, AO

2004-1.<sup>1</sup> These proposals come from different sources. Some proposals are submitted to the RA from the Michigan Supreme Court or the SBM Board of Commissioners. The majority of proposals, however, are submitted from the SBM standing and special committees and the various sections of the SBM. That is why it important that the RA has presence in these committees and sections. An RA liaison provides three critical functions. *First*, to educate the SBM committee or section to which the liaison is assigned of the RA's function as the final policy-maker of the SBM.<sup>2</sup> *Second*, to assist the SBM committee or section in determining those proposals that may be appropriate for RA consideration. In other words, to serve as the eyes and ears of the Representative Assembly.<sup>3</sup> *Finally*, to promote information related to the RA's two annual awards— Michael Franck Award and Unsung Hero Award—with the goal to recruit worthy award recipients.<sup>4</sup> Given these three functions, it is expected that the RA liaison attend as many of the SBM committee or section general meetings as a liaison's schedule makes possible.

Attached in word format is a sample or suggested letter that liaisons may use in introducing themselves to the chairs of the respective committees of sections to which they have been assigned. The sample letter includes dates and locations for the RA meetings for 2009, and most importantly, the deadline dates for submitting proposals.

### **(3) The RA Membership in General.**

With a membership body that is 150-member strong, the opportunities for being assigned to the RA Committees and the SBM committees and sections are therefore limited. As members of the RA, however, we can all serve as strong advocates for the RA within our own places of work, local bar groups, and wherever lawyers meet, *first* to look out for those proposals that may be appropriate for RA consideration<sup>5</sup> and *second* to promote information related to the RA's two annual awards— Michael Franck Award and Unsung Hero Award—with the goal to recruit worthy award recipients.<sup>6</sup>

As we work together for the RA, please know that all three RA officers—Vice Chair Elizabeth Johnson; Clerk Victoria Radke; and I—are available to respond to your concerns and questions. Our contact information, and that of Anne Smith, are listed below.

I am greatly honored and deeply grateful for the opportunity to serve the RA as its chair this year. I very much look forward to working with you.

### **Representative Assembly Contact Information**

---

Kathy Kakish, Chair	(313) 456-0296	<a href="mailto:kakishk@michigan.gov">kakishk@michigan.gov</a>
Elizabeth Johnson, Vice Chair	(734) 455-9002	n/a
Victoria Radke, Clerk	(906) 789-1022	<a href="mailto:vrlawpc@charterinternet.com">vrlawpc@charterinternet.com</a>
Anne Smith, Administrative Assistant	(517) 346-6374	<a href="mailto:asmith@mail.michbar.org">asmith@mail.michbar.org</a>

---

<sup>1</sup> An overview of the scope of the RA's authority and the relevant part of AO 2004-1 is found in the RA's website at <http://www.michbar.org/generalinfo/origin.cfm>

<sup>2</sup> Rule 6 of the Supreme Court Rules Concerning the State Bar of Michigan (SBM Rule 6).

<sup>3</sup> Information about the submission of RA proposals is found at <http://www.michbar.org/generalinfo/handbook.cfm>

<sup>4</sup> Information about these two awards is found at <http://www.michbar.org/generalinfo/awards.cfm>

<sup>5</sup> See fn 3.

<sup>6</sup> See fn 4.