

7050-01

LEGAL SERVICES CORPORATION

Sunshine Act Meetings of the Board of Directors and four of the Board's Committees

TIMES AND DATES: The Legal Services Corporation Board of Directors and four of its Committees will meet February 4 – 5, 2005 in the order in which set forth in the following schedule.

MEETING SCHEDULE:

Friday, February 4, 2005

1. Annual Performance Reviews Committee 9:00 a.m.
2. Finance Committee
3. Provision for the Delivery of Legal Services Committee
4. Operations & Regulations Committee

Saturday, February 5, 2005

1. Operations & Regulations Committee 9:15 a.m.
2. Board of Directors

LOCATION: The Melrose Hotel, 2430 Pennsylvania Avenue, N.W.

STATUS OF MEETINGS: Open, except as noted below.

- **STATUS:** *February 4, 2005 Annual Performance Reviews Committee Meeting - Closed.* The Performance Reviews Committee meeting will be closed to the public. The closing is authorized by the relevant provisions of the Government in the Sunshine Act [5 U.S.C. § 552b(c)(2) and (6)] and the Legal

Services Corporation's corresponding regulation 45 C.F.R. § 1622.5(a) and (e). A copy of the General Counsel's Certification that the closing is authorized by law will be available upon request.

- **STATUS:** *February 5, 2005 Board of Directors Meeting - Open*, except that a portion of the meeting of the Board of Directors may be closed pursuant to a vote of the Board of Directors to hold an executive session. At the closed session, the Corporation's General Counsel will report to the Board on litigation to which the Corporation is or may become a party, and the Board may act on the matters reported. The closing is authorized by 5 U.S.C. § 552b(c)(2) and LSC's corresponding regulation 45 C.F.R. § 1622.5(a); 5 U.S.C. § 552b(c)(6) and LSC's corresponding regulation 45 C.F.R. § 1622.5(e); 5 U.S.C. § 552b(c)(7) and LSC's implementing regulation 45 C.F.R. § 1622.5(f)(4), and 5 U.S.C. § 522b(c)(9)(B) and LSC's implementing regulation 45 C.F.R. § 1622.5(g); and 5 U.S.C. § 552b(c)(10) and LSC's corresponding regulation 45 C.F.R. § 1622.5(h). A copy of the General Counsel's Certification that the closing is authorized by law will be available upon request.

MATTERS TO BE CONSIDERED:

Friday, February 4, 2005

**ANNUAL PERFORMANCE REVIEWS COMMITTEE
(February 4, 2004)**

CLOSED SESSION

1. Approval of agenda
2. Approval of the minutes of the Executive Session of the *Committee's* meeting of November 19, 2004
3. Consider and act on internal procedures for annual performance evaluations of LSC President and Inspector General
4. Meet with Helaine Barnett
5. Consider and act on other business

FINANCE COMMITTEE

OPEN SESSION

1. Approval of agenda
2. Approval of the minutes of the Committee's meeting of November 20, 2004

3. Approval of the minutes of the Executive Session of the *Committee's* meeting of November 20, 2004
4. Presentation by Inspector General of the FY 2004 annual financial audit
5. Presentation of LSC's *Financial Reports for the two-Month Period Ending November 30, 2004*
6. Consider and act on the President's and Inspector General's recommendations for the *FY 2005 Consolidated Operating Budget*
7. Discussion of FY 2006 Budget Request
8. Review and act on a resolution to amend the LSC Flexible Benefits Plan
9. Report on Veterans Program
 - David Isbell, Chair of the Veterans Consortium Pro Bono Program
 - Chief Judge Ivers of the U.S. Court of Appeals for Veterans Claims
 - Bristow Hardin, OPP Staff
10. Public comment
11. Consider and act on other business
12. Consider and act on adjournment of meeting

CLOSED SESSION

13. *Briefing*^{1/} on OIG Budget

¹ Any portion of the closed session consisting solely of staff briefings does not fall within the Sunshine Act's definition of the term "meeting" and, therefore, the requirements of the Sunshine Act do not apply to any such portion of the closed session. 5 U.S.C. 552(b)(a)(2) and (b). See also 45 C.F.R. §1622.2 & 1622.3.

**COMMITTEE
ON
PROVISION FOR THE DELIVERY OF LEGAL SERVICES**

1. Approval of agenda
 2. Approval of the *Committee's* meeting minutes of November 19, 2004
 3. Presentation on Mapping Project
 - Introduction by Kirt West, Inspector General
 - Report by David Maddox, OIG Staff
 4. Presentation on Technology Initiative Grants
 - Introduction by Michael Genz, Director, OPP
 - Report by Joyce Raby and Glenn Rawdon, OPP Staff
 5. Report on Mentoring Project
 - Introduction by Helaine Barnett
 - Report by members of the LSC Mentoring Committee
 6. Public comment
 7. Consider and act on other business
 8. Consider and act on adjournment of meeting
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OPERATIONS & REGULATIONS COMMITTEE
(February 4-5, 2005)

OPEN SESSION

1. Approval of agenda
2. Approval of the *Committee's* meeting minutes of November 19-20, 2004
3. Approval of the minutes of the Executive Sessions of the *Committee's* meetings of November 19-20, 2004
4. Consider and act on Notice of Proposed Rulemaking on Financial Eligibility, 45 CFR Part 1611
 - a. Staff report;
 - b. OIG's report; and
 - c. Public comment
5. Consider and act on Mr. Dean Andal's petition for rulemaking to amend LSC regulations on Class Actions, 45 CFR Part 1617
 - a. Staff report;
 - b. OIG's report; and
 - c. Public Comment
6. Briefing by OIG and OCE on Compliance Responsibilities

CLOSED SESSION

7. *Briefing* on Salaries and Benefits of LSC Employees
 - Kirt West and Helaine Barnett
8. Inspector General's *Briefing* on the OIG's Review of the Lease for 3333 K Street

OPEN SESSION

9. Other public comment
10. Consider and act on other business
11. Consider and act on adjournment of meeting

Saturday, February 5, 2005

**OPERATIONS & REGULATIONS COMMITTEE
(February 4-5, 2005)**

OPEN SESSION

1. Approval of agenda
2. Approval of the *Committee's* meeting minutes of November 19-20, 2004
3. Approval of the minutes of the Executive Sessions of the *Committee's* meetings of November 19-20, 2004

4. Consider and act on Notice of Proposed Rulemaking on Financial Eligibility, 45 CFR Part 1611
 - d. Staff report;
 - e. OIG's report; and
 - f. Public comment
5. Consider and act on Mr. Dean Andal's petition for rulemaking to amend LSC regulations on Class Actions, 45 CFR Part 1617
 - b. Staff report;
 - b. OIG's report; and
 - c. Public Comment
6. Briefing by OIG and OCE on Compliance Responsibilities

BOARD OF DIRECTORS
ANNUAL MEETING

OPEN SESSION

1. Consider and act on nominations for the Chairman of the Board of Directors
2. Consider and act on nominations for the Vice Chairman of the Board of Directors

3. Consider and act on delegation to Chairman of authority to make committee assignments
4. Approval of minutes of the *Board's* meeting of November 20, 2004
5. Approval of minutes of the Executive Session of the *Board's* meeting of November 20, 2004
6. Approval of minutes of the Executive Session of the *Search Committee's* meeting of July 19, 2004
7. Approval of minutes of the Executive Session of the *Search Committee's* meeting of August 12, 2004
8. *Chairman's* Report
9. *Members'* Reports
10. *President's* Report
11. *Inspector General's* Report
12. Consider and act on the report of the *Committee on the Provision for the Delivery of Legal Services*
13. Consider and act on the report of the *Finance Committee*
14. Consider and act on the report of the *Operations & Regulations Committee*
15. Consider and act on the report of the *Annual Performance Reviews Committee*
16. Consider and act on Board's meeting schedule for calendar year 2005
17. Report on LSC Pilot Loan Repayment Assistance Program (LRAP)

18. Consider and act on other business
19. Public comment
20. Consider and act on whether to authorize an executive session of the *Board* to address items listed below under *Closed Session*

CLOSED SESSION

21. Briefing by the Inspector General on the activities of the Office of Inspector General
22. Consider and act on General Counsel's report on potential and pending litigation involving LSC
23. Briefing on Board Travel Policies
24. Consider and act on motion to adjourn meeting

CONTACT PERSON FOR INFORMATION: Patricia D. Batie, Manager of Board Operations, at (202) 295-1500.

SPECIAL NEEDS: Upon request, meeting notices will be made available in alternate formats to accommodate visual and hearing impairments. Individuals who have a disability and need an accommodation to attend the meeting may notify Patricia D. Batie, at (202) 295-1500.

_____/s/_____
Victor M. Fortuno
Vice President for Legal Affairs,
General Counsel & Corporate Secretary
January 27, 2005