Basics Track – Day 1 – Thursday, March 19, 2015

7:15 – 8:00 a.m.  Registration
8:00 – 9:00 a.m.  Keynote Breakfast
9:00 – 9:15 a.m.  Break
9:15 – 10:15 a.m. Session 1: Removal 101 – Part I
  • How to Start a Case
  • Reliefs in Immigration Court
  • Motion to Suppress
Panelists: Jessica Boell, Liya Djamilova
10:15 – 11:15 a.m. Session 2: Removal 101 – Part II
  • Notice to Appear
  • Bond Hearing
Panelists: Eileen Sterlock, Steve Tanijo
11:15 a.m. – 12:30 p.m. Session 3: From Start Up to Weathering Growing Pains: How to Build an Immigration Practice
  • Engagement letter/Legal Service agreement
  • Infrastructure – Immigration-related software
  • Assessing Staffing Needs
  • Hiring Support Persons
  • Marketing Your Practice
Panelists: Charity Anastasio (WSBA), Jeff Gonzales
12:30 – 1:15 p.m.  Lunch on your own
1:15 – 2:15 p.m.  Session 4: Working in the U.S.A.
  • Overview of commonly used nonimmigrant work visas
  • Dependents
  • Consular Processing and Change of Status
  • Potential New Changes
Panelists: Qingqing Miao, Tahmina Watson
2:15 – 3:45 p.m.  Session 5: Basic Family-based Immigration: From Start to Finish
  • Eligibility – relationships that qualify
  • Consular Processing v. Adjustment of Status
  • Out of status/EWI
  • A step-by-step guide of a marriage-based petition
Panelists: Ji Min Kim, Katrina Kilgren
3:45 – 4:00 p.m.  Break
4:00 – 5:15 p.m.  Session 6: You’ve Done the Work and It’s Time to be Paid – The Ethics of Getting Paid
  • How to Price Your Service
  • Flat fee/Hourly
  • Trust Account
  • Issues relating to accepting credit cards
  • What if Your Client Does Not Pay?
Panelists: Pete Roberts, Susan Larrance, Peter Jarvis
5:15 p.m.  Day One Course Evaluations and Adjourn
Basics Track – Day 2 – Friday, March 20, 2015

7:45 – 8:30 a.m.  Registration & Continental Breakfast

8:30 – 9:30 a.m.  Session 7: Citizenship & Naturalization Basics

- Eligibility
- Medical Waivers
- Criminal History
- Derivative Citizenship
- Applying for naturalization
- MAVNI

Panelists: Paul Soreff, Mary Beth Leeper, Chris Anders

9:30 – 10:30 a.m.  Session 8: Keep Your Clients and Yourself Happy – How to Manage Clients

- Screening clients – identifying the red flags
- First interviews – dos & don’ts
- Managing client’s expectations
- What to do when client is not 100% honest
- How to deal with denials/bad results

Panelists: Jeanne Marie Clavere (WSBA), Bonnie Wasser

10:30 – 10:45 a.m.  Break

10:45 a.m. – 4:30 p.m.  Basics Track Participants may join any other track for the remainder of the day

4:30 p.m.  Day Two Course Evaluations and Adjourn
Charity Anastasio
Charity Anastasio graduated from The University of Washington with a BA Degree in English in 2001 and Seattle University School of Law in 2007. She opened her practice in 2008 where she focused on Estate Planning, Probate, and Family Law issues in her Kirkland office. In 2013 she joined the WSBA’s LOMAP team as a Practice Management Advisor. Now she has the honor of meeting lawyers where they are at in their newly budding, transitioning, or winding up of their solo or small firm, assisting lawyers in making their practice flourish and their dreams come true. You can reach Charity at charitya@wsba.org or 206-733-5949.

Christopher Anders
Christopher Anders, shareholder of Parker, Butte & Lane, focuses his practice on family immigration, asylum, naturalization, deportation and removal litigation and advocacy for crime victims. He is currently the secretary of the Oregon AILA chapter. He presents regularly at community and CLE events on topics ranging from naturalization to asylum to visas available to crime victims. Before practicing law he worked as an immigration paralegal, taught English as a Second Language both in the U.S. and in Latin America, and worked as a gourmet chef.

Jessica Boell

Jeanne Marie Clavere
Jeanne Marie Clavere is a 1987 graduate of the University of Puget Sound School of Law (now Seattle University School of Law). Prior to earning her law degree she received a Master of Business Administration from DePaul University in Chicago. In February, 2010 she joined the staff of the Washington State Bar Association as Professional Responsibility Counsel. Jeanne Marie began her solo practice in 1991, focusing on estate planning, elder law (including complex guardianships, trusts, and guardian ad litem appointments), and contract based criminal prosecution. As Professional Responsibility Counsel, Jeanne Marie supervises the Law Office Management Assistance Program and also works as an advisor to members of the bar on the Rules of Professional Conduct as they apply to WSBA Advisory Ethics Opinions, the Rules for Enforcement of Lawyer Conduct, and the ABA Standards for Imposing Lawyer Sanctions. Jeanne Marie is the primary responder on the WSBA Ethics Line and wants every attendee to commit the number to memory and call her first, not after they run into an ethical dilemma. While in private practice Jeanne Marie appeared before a wide range of courts and tribunals, ranging from Ex Parte hearings to trials on guardianship and criminal issues, and served for many years as a Settlement, Litigation, Adoption, Family Law, Incapacity and Probate Guardian ad Litem in King and Snohomish Counties. Jeanne Marie is past chair of the Washington State Bar Association Elder Law Section, is past president of the State Washington Women Lawyers, and has spoken at CLEs on a wide variety of topics. She is a member of the American Bar Association and the ABA’s Center for Professional Responsibility and the Law Practice Division.

Liya Djamilova
Liya Djamilova has been in the legal field for more than ten years dedicating all her time to defending human rights. She believes that everyone has a right to be treated with respect and dignity, and that no one is illegal. Liya was born and raised in Uzbekistan, where she graduated from Law School and was admitted to the Bar. Back there, she worked in the area of human rights law with various organizations, including American Bar Association Europe & Asia Rule of Law Initiative, Open Society Foundation, Organization for Cooperation and Security in Europe and with several United Nations projects. After moving to the United States in 2006, Liya worked for the Northwest Immigrant Rights Project as a legal advocate with the Violence Against Women Act (“VAWA”) unit. She completed her Masters in Law (“LLM”), at the University of California Hastings College of Law. She was admitted to the California State bar in 2010 and began practicing immigration law. In 2012 she established her own firm, the Law Office of Liya Djamilova P.S.
Annual Northwest Regional
Immigration Law Conference

Jeff Gonzales
Jeffrey C. Gonzales has practiced law since 1982, and his practice is exclusively limited to Immigration law. Mr. Gonzales is a member of the Oregon State Bar, Washington State Bar Association, American Immigration Lawyers Association, and the Oregon Chapter of AILA. Mr. Gonzales is a graduate of the University of Washington School of Law, and he also holds a Master’s Degree in Business Administration. Mr. Gonzales has handled thousands of cases before USCIS, and he has handled thousands of cases before ICE. Mr. Gonzales has handled many Immigration trials before the U.S. Department of Justice, Executive Office for Immigration Review, and he has handled Immigration appeals to the Board of Immigration Appeals, Administrative Appeals Office, and before the Federal Court of Appeals. Mr. Gonzales has extensive trial experience having handled trials involving both state and federal courts. Mr. Gonzales has handled thousands of cases and has legalized thousands of people before the various U.S. Consulates and Embassies throughout the world and through USCIS. Mr. Gonzales handles family Immigration cases, deportation and removal cases, bond cases at the Northwest Detention Center in Tacoma and other Detention Centers, visas for families and businesses, visas for religious workers, and I-601, I-601A, and I-212 waiver cases. Mr. Gonzales practiced for many years as a solo practitioner. Since 2009, however, his practice—Gonzales, Gonzales, & Gonzales Immigration Law Offices—has expanded into the largest Immigration law firm in the Pacific Northwest of 14 attorneys who practice exclusively Immigration law. Two of the attorneys in the firm include Mr. Gonzales’s children, Jonathan and Jerilynn.

Peter Jarvis
Peter Jarvis is a partner in Holland & Knight's Portland office, where he practices primarily in the area of attorney professional responsibility and risk management. Mr. Jarvis advises lawyers, law firms, corporate legal departments and government legal departments about the law governing lawyers. This includes, but is not limited to, matters relating to conflicts of interest, duties of confidentiality, other legal or professional ethics issues, advice on the avoidance of civil or criminal liability, law firm breakups, and questions relating to law firm or legal department structure and operation. Mr. Jarvis also serves as an expert witness and is an avid lecturer for public and private/in-house continuing legal education seminars. Mr. Jarvis has decades of experience as a trusted adviser to lawyers and also draws on his substantial background as a civil litigation attorney in matters involving antitrust, appellate, business tort, general contract, insurance, product liability, tax and Uniform Commercial Code concerns.

Katrina Kilgren
Katrina Kilgren is the Senior Staff Attorney at ICS, a non-profit immigration law firm in Portland, Oregon. For more than 35 years ICS has been dedicated to improving the lives of Oregon’s immigrant communities through access to affordable immigration legal services and educational forums. More recently, our mission has expanded to include work with undocumented, unaccompanied children and with survivors of human trafficking. At ICS, Katrina’s caseload largely consists of family-based adjustment of status and consular processing cases, as well as VAWA self-petition, U and T Visa, asylum, DACA, Special Immigrant Juvenile, and naturalization cases. Prior to joining ICS, Katrina served two years as a Peace Corps Volunteer in Central America. Katrina received her law degree Summa Cum Laude from the University of Miami.

Ji Min Kim
Ji Min Kim is a sole practitioner in Tacoma, Washington. Ms. Kim has primarily works with clients concerning immigration and status change issues but she also has experience with clients involving family and domestic issues, business, and projects involving animal care. Ms. Kim is fluent in Korean and proficient in Spanish.

Susan Larrance
Susan Larrance is a solo immigration law practitioner in Seattle. She graduated from the University of Washington School of Law in 2000 and was a law clerk at the Washington State Court of Appeals, Division II from 2000 to 2001. From 2002 to 2004, she practiced exclusively in the area of immigration law at The Choquette Law Group in Seattle. She has been providing immigration legal services at The Law Offices of Susan Larrance, PLLC since January 2005. Her practice focuses on family and business immigration, naturalization and citizenship issues, and issues related to Deferred Action for Childhood Arrivals and Temporary Protected Status. Susan is a member of the American Immigration Lawyers Association.
Mary Beth Leeper
Mary Beth Leeper is an associate attorney at Hanis Irvine Prothero in Kent, Washington. Her practice focuses on immigration law, including removal defense, asylum, U visas, VAWA claims, family-based petitions, adjustment of status, and naturalization. She is a 2010 alumna of Seattle Univ. School of Law. She is fluent in spoken and written Spanish.

Qingqing Miao
Qingqing Miao is a Seattle attorney with Ellis, Li & McKinstry PLLC. Qingqing’s immigration practice focuses on assisting individuals and corporations with their business immigration needs. She helps her clients navigate the complex U.S. immigration process and provides legal services to help their businesses grow and succeed. Qingqing is currently serving on the Executive Committee of the Washington Chapter of the American Immigration Lawyers Association (“AILA”). She is also a member of the CLE committees of the Washington State Bar Association and the AILA. Qingqing graduated from Peking University in Beijing, China with a bachelor’s degree in English Literature and Linguistics and obtained her J.D. from Lewis & Clark Law School in Portland, Oregon.

Pete Roberts
Pete Roberts is a private practice management consultant for lawyers. He is the former Practice Management Advisor in the Law Office Management Assistance Program (LOMAP) of the Washington State Bar Association for 13 years. Mr. Roberts has his MBA from The College of William & Mary and a Certificate as Small Business Webmaster from the University of Washington. He is a frequent speaker and has consulted with over 1,000 attorneys. He is active in the American Bar Association Law Practice Management Division, GPSOLO Division, and Section of Legal Education and Admissions to the Bar. Pete is both locally and nationally recognized as an industry expert on issues related to the business of practicing law.

Paul Soreff
Paul has over 30 years of experience. He manages an immigration firm in Seattle, WA which was recognized as one of the Best Law Firms in Washington in 2013-2015. Additionally, he has consistently been recognized as one of the Best Immigration Lawyers since 1998. He has served as an Adjunct Professor at the University of Alabama and Seattle University Schools of Law, Chairperson for the WA American Immigration Lawyers Association (AILA) Chapter, and numerous other AILA positions. Paul has extensive experience in all aspects of immigration law, particularly labor certificates, H, L, O, TN, & U petitions, immigrant visas for foreign personnel, family petitions, and asylum.

Eileen Sterlock
Eileen Sterlock is a solo immigration attorney in Portland, Oregon. Her practice focuses primarily on Removal Defense, detained cases, humanitarian and family immigration, as well as working with criminal defense counsel representing noncitizens. As a former Staff Attorney for the Florence Immigrant and Refugee Rights Project in Arizona, Eileen helped hundreds of noncitizens held by the government at the Eloy Detention Center to understand and protect their rights in Removal Proceedings in Immigration Court. Eileen’s experience also includes working with Immigration Counseling Service, a non-profit law firm in Portland, OR; clerking for Immigration Judge Michael Bennett at the Portland Immigration Court; and a fellowship with AILA Oregon and the Oregon Criminal Defense Lawyers Association creating practice advisories on the immigration consequences of certain criminal convictions in Oregon. Eileen has been an active volunteer with the AILA Artesia Pro Bono Project and made four trips to represent the mothers and children detained in Artesia and the two family detention centers in Texas. She graduated from Lewis and Clark Law School in 2009. She is the current Oregon AILA Chapter CLE co-chair.
Bonnie Wasser
Bonnie Stern Wasser has more than 25 years of immigration and nationality law experience uniting families, and bringing employers and needed global talent together. Ms. Wasser is in private practice in the Queen Anne neighborhood of Seattle, Washington. She is a former Chair of the American Immigration Lawyers Association, Washington Chapter (AILAWA). She presently serves as Co-Chair of the AILAWA Congressional Liaison Committee. Ms. Wasser currently serves on the National Military Assistance Project Task Force and the AILA-USCIS International Operations Liaison Committee. She previously served on the AILA National Business Immigration Committee. Ms. Wasser is the one of the original co-editors and creators of AILA's popular Immigration Practice Toolbox. She is also a Board member of the International Section of the Washington State Bar Association.

Tahmina Watson
Tahmina Watson is the founder of Watson Immigration Law in Seattle, where she practices employment- and family-based immigration law. She was a barrister in London before immigrating to the U.S. herself. Ms. Watson is a frequent author and blogger on the subject of U.S. immigration law and is regularly quoted and published in the media. Her blog Watson Immigration Law Blog has gained significant reputation over the years. She has contributed to AILA’s VOICE: An Immigration Dialogue and AILA’s Immigration Practice Toolbox. She currently serves as the co-chair of the AILAWA-Parents Committee.