

**THE  
ATTORNEY  
GRIEVANCE COMMISSION  
OF  
MARYLAND**

**37<sup>th</sup> Annual Report**

July 1, 2011 thru June 30, 2012

*The Attorney Grievance Commission of Maryland is dedicated to protecting the public and maintaining the integrity of the legal profession.*

*The Commission, through the Office of Bar Counsel, seeks to encourage and promote the ethical practice of law and the highest standards of professionalism by members of the Bar.*

*In carrying out their functions of evaluating complaints and enforcing ethical standards for lawyers, the Commission and Bar Counsel strive for fairness and equity.*

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37<sup>th</sup> Annual Report  
Attorney Grievance of Maryland  
July 1, 2011 thru June 30, 2012

The Office of Bar Counsel had a very busy and productive fiscal year. The office was pleased to welcome Lydia E. Lawless, who joined the staff as an Assistant Bar Counsel and Eric C. Dunton, who became the Commission's first Staff Attorney. The Staff Attorney position was created to oversee compliance with Conditional Diversion Agreements; to be, when necessary, the designated conservator of client files; to be the lawyer responsible for unauthorized practice of law files; and to assist with the initial review of new complaints.

The modernization of office procedures continued during the year and, in Fiscal Year 2013, it is expected that a contract for an electronic case management system will be executed. By fiscal year 2014, the office will be running an electronic case management system to be utilized by the entire staff.

The number of complaints filed with the Commission fell from 2,309 in Fiscal Year 2011 to 2,030 this fiscal year. The total number of cases that were docketed for further investigation also fell significantly from 429 to 382. The 10-year average from 2001 through 2011 shows docketed complaints average approximately 419; this fiscal year reversed a trend of increasing complaints that began in 2009. Perhaps the most significant statistic of this past fiscal year is the number of disbarments: 45. That is the highest number of disbarments in any fiscal year since the creation of the Attorney Grievance Commission in 1975. The highest number of disbarments recorded in any previous year was thirty (30) in FY 2002. In fiscal year 2011, there were twenty-four (24) disbarments, which is much closer to the 10-year average of twenty-two (22) per year. Without resorting to speculation, we cannot explain this increase this past fiscal year, but it is noteworthy that in a number of instances, the misconduct which resulted in disbarment occurred years before the final disposition.

A primary concern of the Commission is outreach to the Bar for the purpose of assisting lawyers (and law students) in their ethical and professional obligations. Outreach to the general public and to those with an interest in legal affairs is also promoted. This fiscal year, attorneys on the staff were involved in more than thirty programs and made presentations to bar associations, government agencies, law school classes, college classes and a number of others. Several of the lawyers also coached or judged mock trials and moot court competitions.

**DISCIPLINARY SUMMARIES**  
**(July 1, 2011 – June 30, 2012)**

ALLEGANY COUNTY

ANNE ARUNDEL COUNTY

**CAMUS, Constance Anne** - Disbarred on April 23, 2012, for taking funds from her attorney trust account for fees without notice or consent of her client. She charged unreasonable fees and failed to adequately communicate with her client. She also failed to respond to Bar Counsel's requests for information.

**CONWELL, Scott A.**- Commission Reprimand for filing an affidavit containing inaccurate statements, that, with due diligence, he should have known were inaccurate and upon learning of the inaccuracies, he failed to file an amended affidavit.

**DOMINGUEZ, Denese** - Disbarred on May 8, 2012, by Per Curiam Order, effective immediately. The Court of Appeals issued an Opinion dated July 3, 2012, concluding that Respondent failed to diligently pursue her clients' cases and failed to respond to Bar Counsel after the revocation of her Conditional Diversion Agreement.

**JONES, Daryl David** - Indefinite Suspension by Consent on February 7, 2012 (with the right to apply for readmission after 6 months) for failure to file income tax and employee withholding tax returns.

**McGLADE, Henry D., Jr.** - Indefinite Suspension on April 24, 2012, for entering into a settlement agreement without his client's consent, failure to communicate news of the settlement to the client, and making misrepresentations to the court and opposing counsel.

**PARK, Heung Sik** - Disbarred on June 25, 2012, for failing to communicate with his clients, failing to comply with his clients' requests for information, failing to provide the legal services, and failing to return any portion of the unearned fee.

**SELTZER, Aaron Gregory** - Disbarred on October 7, 2011, by Per Curiam Order, effective immediately. The Court of Appeals issued an Opinion dated December 22, 2011, citing reasons for the disbarment, concluding that Respondent intentionally misled parties to enter into a real estate contract.

**TANKO, Louis Peter, Jr.** - Indefinite Suspension on May 23, 2012, for engaging in the unauthorized practice of law, failing to competently represent his clients, failing to obtain the clients' informed consent, confirmed in writing, before depositing unearned fees into a personal account, and failing to respond timely to requests for information by Bar Counsel.

**TROESE, Stephen Joseph** - Disbarred by Consent on March 9, 2012, for wire fraud.



BALTIMORE COUNTY

**ABRAMSON, Robert Scott** - Disbarred by Consent on December 16, 2011, because he misappropriated client funds for his personal benefit from the escrow account of a title company where he was employed.

**AGATSTEIN, David** - Disbarred by Consent on May 9, 2012, because he knowingly encouraged and induced aliens to reside in the United States knowing that such residence was or would be in violation of the law.

**BROWN, Barry S.** - Disbarred on April 23, 2012, for failing to act with reasonable diligence and competence, failing to communicate with his clients, failing to return the clients' files upon request, failing to expedite litigation, and misrepresenting to his clients the status of their cases.

**DOUGLAS, Katie Lee** - Commission Reprimand for failing to adequately communicate with her client and for failing to ensure that she had in effect measures giving reasonable assurance that the conduct of non-lawyer assistants was compatible with her professional obligations.

**GRAY, Melissa D.** - Reprimand by Consent on July 19, 2011 by the Court of Appeals for negligence in a divorce case.

**HAMMOND, Lawrence Michael** - Disbarred by Consent on March 16, 2012, because he misappropriated estate funds by taking attorney's fees in excess of amounts approved by the Orphans' Court, he failed to create and maintain trust account records, he submitted an altered document to Bar Counsel and later failed to comply with a subpoena compelling his attendance and production of records at a statement under oath.

**INGRAM, Jesse H.** - Disbarred by Consent on May 9, 2012, for disbursing funds held in his attorney escrow account to his client without the consent of the owner of the funds.

**LENDERMAN, William Rex** - Reprimand by Consent on October 12, 2011 for preparation of a client's will in which Respondent was named as remote contingent legatee and for failing to advise his client in writing of the desirability of seeking independent legal advice as to loans and mortgages he obtained from his client.

**NUSBAUM, Harvey Malcolm** - Disbarred on February 7, 2012, effective immediately, Per Curiam Order for his criminal conviction. Court of Appeals Opinion to follow.

**PATTERSON, Roland N., Jr.** - Indefinite Suspension on September 21, 2011 (with the right to reapply after 6 months) for failure to maintain his escrow account and failure to comply with record-keeping requirements. He also failed to diligently pursue two clients' cases or respond to requests from Bar Counsel.

**PAYER, Michele L.** Disbarred on February 22, 2012, for making false statements to Bar Counsel that she deposited money from her client into her escrow account and then submitted altered bank documents to Bar Counsel representing them to be of her escrow account to support her misrepresentations to Bar Counsel.

**SHAKIR, Eric Salandin** - Disbarred on June 25, 2012, by Per Curiam Order and Opinion, for repeatedly neglecting his client, failing to appear at hearings, failing to file pleadings and failing to refund unearned fees to his client. Respondent has been disciplined previously by the Court for similar conduct.

**SPERLING, Leonard J.** - Commission Reprimand for failing to make reasonable efforts to ensure that an attorney over whom he had direct supervisory authority, conformed his conduct to the Maryland Lawyers' Rules of Professional Conduct.

#### BALTIMORE CITY

**BLONDELL, Harry Walter** - Disbarred by Consent on April 25, 2012, for acting in a manner that had the effect of assisting his client in his client's fraudulent activities.

**BRISBON, Brenda Carol** - Indefinite Suspension on October 26, 2011 (continuation of a prior suspension) because she engaged in the unauthorized practice of law.

**BROWN, Warren A.** - Commission Reprimand for making an inappropriate threat to secure his legal fee.

**BUTLER, Anthony Ignatius, Jr.** - 60-day Suspension on May 21, 2012, for failing to appear at a trial and failing to adequately communicate with his client. Upon termination of representation, Respondent entered into a settlement and release of claims agreement with the client without advising the client to seek independent counsel.

**CARITHERS, Michael Robert, Jr.** - Disbarred on July 18, 2011 by the Court of Appeals, effective August 18, 2011, for misappropriation of payments from former clients of his law firm.

**DeMEO, Rudolph E.** - Commission Reprimand for failing to safekeep property and failing to keep client matter records concerning his Attorney Trust Account.

**HOOVER, Jonathan T.** - Commission Reprimand for lack of competence, failing to act with reasonable diligence, failing to communicate with his client, failing to take appropriate action to prevent dismissal of his client's cases and failing to timely inform the client of the status of her cases and their dismissal.

**NEEDLEMAN, Stanley Howard** - Disbarred by Consent on September 12, 2011 for federal tax evasion charges.

**POTTS, Bryan H.** - Commission Reprimand for insufficient funds in his escrow account due to failure to reconcile his account. Respondent rectified the account and has hired an accountant and bookkeeper to reconcile his escrow account.

**POTTS, Phillip L.** - Commission Reprimand for insufficient funds in his escrow account due to failure to reconcile his account. Respondent rectified the account and has hired an accountant and bookkeeper to reconcile his escrow account.

**SCHAUB, Ruth Marguerita Marie** - Commission Reprimand for negligently failing to maintain and timely remit withholding taxes to the IRS and Maryland Comptroller.

**SHAPIRO, Eugene A.** - Commission Reprimand for negligently failing to maintain and timely remit withholding taxes to the IRS and Maryland Comptroller.

**VAN ORDEN, Maximillian F.** - Commission Reprimand for negotiating a settlement and for filing a civil action on behalf of and without the express authorization of the Personal Representation and/or the Estate of his deceased client. He otherwise failed to render diligent representation in connection with the claim.

#### CALVERT COUNTY

**FULLER, Rex L., III** - Commission Reprimand for causing an adversary case to be filed by the Chapter 7 Trustee against his clients and one of the client's relatives. Respondent failed to render competent representation, failed to communicate with his clients and failed to obtain informed consent to joint representation, confirmed in writing.

#### CARROLL COUNTY

**CULPEPPER, Glenn E.** - Disbarred by Consent on August 3, 2011 for misappropriating money and over-billing the estate and its personal representative.

#### FREDERICK COUNTY

**MAHONE, Willie James** - Consent to Reprimand on March 26, 2012, for failing to hold disputed funds in his attorney trust account.

#### HARFORD COUNTY

**KOWALSKY, Avrum M.** - Reprimand by Consent on January 4, 2012, for attempting to charge an unreasonable fee and creating a conflict and/or potential conflict of interest.

**MOELLER, James Charles August** - Indefinitely Suspended on June 22, 2012, for failure to pay a recordation tax, failure to keep client and third party property separate from his own, failure to respond to requests for information by Bar Counsel and failure to maintain sufficient funds in his attorney trust account.

## HOWARD COUNTY

**DeLAURENTIS, Anthony J.** - Disbarred by Consent on December 15, 2011, for conspiracy to suppress competition at tax lien auctions, which conduct violated federal antitrust law.

**KEINER, Gregory Raymond**- Disbarred on August 19, 2011 because of dishonesty and misuse of firm resources for his personal benefit.

**REIFF, John K.** - Disbarred by Consent on December 15, 2011, for conspiracy to suppress competition at tax lien auctions, which conduct violated federal antitrust law.

**TAUBER, Joseph** - Thirty (30) day Suspension on August 28, 2011 (effective 30 days from the date of the Opinion) for mishandling client funds and drawing on those funds prior to earning them.

## MONTGOMERY COUNTY

**AMBE, Jude** - Commission Reprimand for failing to deposit his client's prepaid fee into his attorney trust account for safekeeping and failing to hold the fee, in trust, until earned, and his client failing to give informed consent confirmed in writing, waiving said requirement.

**BOLLMAN, William Henry** - Commission Reprimand for engaging in professional misconduct that resulted in a public reprimand issued by the United States Patent and Trademark Office, for engaging in conduct that is prejudicial to the administration of justice, engaging in conduct that violated a protective order, and for lack of competence.

**DORSEY, Phillip Hamilton Christian** - Disbarred by Consent on June 7, 2012, for failure to properly monitor and maintain his attorney trust account, misuse of client funds, failure to communicate with his clients, and failure to diligently pursue his clients' cases.

**DUNBAR, Tilman, Jr.** - Commission Reprimand for failure to maintain his escrow account and failure to reconcile his bank statements. Respondent has retained the services of an accountant to reconcile his trust account and other business accounts.

**FIREISON, Louis** - Commission Reprimand for dishonored attorney trust account checks, failing to properly supervise non-lawyer assistant and failing to reconcile his trust account on a regular basis.

**GARRETT, Ranji M.** - Disbarred on June 25, 2012, for abandoning his practice of law without notice to his clients.

**GREINER, Stephen R.** - Indefinite Suspension by Consent on July 11, 2011 by the Court of Appeals, based upon his suspension by the United States Patent and Trademark Office for his failure to maintain clients' filing fees intact.

**HARDNETT, Charlene Sukari** - Reprimand by Consent on May 9, 2012, for failure to appear at an appeals hearing. She was unaware that the appeal had been filed, or that the hearing was scheduled because the matter was being handled by her non-lawyer assistant without her knowledge.

**KHANDPUR, Jagjot Singh** – Indefinite Suspension on July 18, 2011, effective thirty (30) days thereafter (with a right to apply for reinstatement after sixty (60) days), for failing to deposit an advance fee into a trust account, for carelessly handling his trust account, for failing to diligently represent his client and for failing to respond to Bar Counsel’s demands.

**LIEBERMAN, Richard Donald** - Disbarred by Consent on September 19, 2011 due to his conviction of felonies in the state of Florida.

**MAIGNAN, Peter R.** - Disbarred on September 26, 2011 because he engaged in the unauthorized practice of law.

**MALICKSON, Bryan** - Commission Reprimand for failing to maintain prepaid unearned fees in trust until earned and failing to return unearned retainer fees upon termination of representation. Due to theft of funds by dishonest subcontractor, Respondent was unable to refund the fees.

**NEIMAN, Hilary Marlene** - Disbarred by Consent on October 6, 2011 due to her conviction for wire fraud.

**NELSON, Adrian Van, II** - Disbarred on February 6, 2012, effective immediately, by Per Curiam Order. The Court of Appeals issued an Opinion dated March 27, 2012, concluding that Respondent failed to keep his client reasonably informed, failed to maintain unearned fees in his attorney trust account, failed to promptly return unearned fees to his client and failed to respond to requests for information by Bar Counsel.

**RAND, Charles S.** - Commission Reprimand for failing to disclose completely accurate or amended information to correct omissions from the initial filings of his bankruptcy and for failing to verify the accuracy of his Statement of Financial Affairs and supporting schedules.

**SCHOENFELD, Julia** - Commission Reprimand for failing to maintain prepaid unearned fees in trust until earned and failing to return unearned retainer fees upon termination of representation. Due to theft of funds by dishonest subcontractor, Respondent was unable to refund the fees.

**SUBIN, Michael Louis** - Indefinite Suspension by Consent on July 19, 2011, effective November 1, 2010 (with a right to apply for reinstatement no sooner than 90 days from the effective date) for failing to act with reasonable diligence and promptness; failing to adequately communicate with his client; failing to maintain prepaid unearned fees in trust until earned; and for failing to promptly refund an unearned fee upon termination of representation.

**ZIMMERMAN, Donya Tarraine** - Disbarred on June 12, 2012, effective immediately, by Per Curiam Order. The Court of Appeals Opinion dated August 21, 2012, cited reasons for the disbarment, concluding that Respondent misappropriated retainer fees in 2 cases and that she had a negative balance in her attorney escrow account.

PRINCE GEORGE'S COUNTY

**ADAMS, Lester Anthony Douglas** - Disbarred by Consent on July 28, 2011 (effective thirty (30) days after the date of the Court's Order) for misappropriation of client funds and inadequate recordkeeping.

**AGILIGA, Alexander N.** - Disbarred on October 26, 2011 for misappropriating funds earmarked for medical providers. He also engaged in the unauthorized practice of law.

**BRADY, Andre Levell** - Disbarred on October 25, 2011 for failing to provide competent and diligent representation, abandoning his client without notice, charging an unreasonable fee and engaging in conduct prejudicial to the administration of justice.

**BYRD, William P.** - Commission Reprimand for failing to act with reasonable diligence, failing to adequately communicate and to account to his client, and, upon termination of the representation, failing to surrender papers to the client, failing to refund the advance payment of unearned fee, and failing to respond to lawful requests for information by Bar Counsel.

**FIECHTNER, Louis Joseph** - Commission Reprimand for failing to act with reasonable diligence and promptness, failing to promptly comply with reasonable requests for information, failing to adequately communicate with his client and to explain the matter to the extent reasonably necessary to permit the client to make informed decisions regarding the representation.

**GOODMAN, Bruce Edward** - Disbarred May 1, 2012, for failure to pay his client's medical bills and failure to maintain an attorney trust account.

**GOTTESMANN, Dennis Mark** - Commission Reprimand for failing to act with reasonable diligence and promptness, failing to communicate with his client and failing to appear at a hearing.

**JANSEN, Erwin R.E., Jr.** - Disbarred by Consent on June 20, 2012, for misuse of fiduciary and client funds.

**JOHNSON, Barry Maurice** - Disbarred by Consent on October 18, 2011 for failure to keep his clients informed, failure to diligently pursue his clients' legal matters and failure to respond timely to lawful requests for information from Bar Counsel.

**JOHNSON, Jack Bruce** - Disbarred by Consent on January 27, 2012, based on his felony conviction.

**McINTOCH, Robbyn Renee** - Indefinite Suspension by Consent on October 6, 2011 for neglecting a number of clients' cases.

**O'BRIEN, Egan Patrick** - Disbarred by Consent on August 3, 2011 for misappropriating funds from his escrow account, making cash withdrawals and checks made out to cash from the firm's escrow account for his personal obligations.

**PAUL, Dana Andrew** - Reprimand on October 31, 2011, for cutting and pasting an attorney's signature onto a document that was filed with the court, without the authority or knowledge of the signatory.

**TEODORI, Thomas** - Commission Reprimand for failing to act with reasonable diligence and promptness, failing to communicate with his client and failing to promptly comply with reasonable requests for information.

**TOMLIN, Valeria N.** - Indefinite Suspension by Consent on September 19, 2011 (with the right to apply for reinstatement in 30 days) effective October 1, 2011 for the unauthorized transfer of funds from a MAHT trust account to an account that was not designated as a trust account.

**WHITE, Lucille Sandra** - Disbarred on September 9, 2011 as a reciprocal action to her District of Columbia disbarment in January, 2011, which involved 2 complaints against her: One for her conflict of interest in representing a person in an age discrimination suit and the second for her perjury, false statements and false documents in her frivolous "whistle-blower" claim while she was employed by the District of Columbia government.

**YOLLES, Monty Naftali** - Commission Reprimand for failure to maintain adequate records of his escrow account, failure to reconcile his bank statements, and failure to withdraw fees from trust account when earned. Respondent has rectified all deficits and no clients sustained any loss.

**YOUNG, Brian William** - Disbarred by Consent on November 9, 2011, for criminal conduct involving conspiracy to commit money laundering.

#### WASHINGTON COUNTY

**GORDON, Timothy Shawn** - Disbarred by Consent on October 3, 2011 for unauthorized use of client funds, failure to create and maintain required trust account records, refusal to obey a court order, failure to communicate and failure to deposit an unearned fee in trust for safe keeping.

#### WORCESTER COUNTY

**EWELL, Paul C.** - Disbarred by Consent on October 28, 2011, effective December 1, 2011, for the unauthorized use of trust funds.

OUT-OF-STATE

**AMBE, Jude** - Reprimand on February 22, 2011, effective immediately, for engaging in the unauthorized practice of law, using misleading letterhead, engaging in criminal conduct, engaging in conduct involving dishonesty, fraud, deceit or misrepresentation and engaging in conduct prejudicial to the administration of justice.

**AULT, Spencer Dean** - Disbarred on September 9, 2011 because he engaged in self-dealing in trust funds.

**JOSEPH, Joel David** - Disbarred on October 27, 2011 for intentionally misrepresenting his residency status in applications for pro hac vice admission to California state and federal courts.

**KLIMEK, Robert Anthony, Jr.** - Commission Reprimand for failing to keep the client reasonably informed about the status of the matter and failing to explain a matter to the extent reasonably necessary to permit the client to make informed decisions regarding the representation.

**KLINE, Andrew J.** - Suspended for three (3) years on March 16, 2012, to run concurrently with the sanction imposed by the District of Columbia Court of Appeals, for misrepresentations to his client, forging his client's signature and for fraudulently paying his client's settlement with his own funds and, to some extent, his other clients' funds.

**MEYER, Allen A., Jr.** - Commission Reprimand for engaging in professional misconduct that resulted in a public reprimand issued by the United States Patent and Trademark Office. Respondent was reprimanded for his conflict of interest, neglect of his clients' matters, failure to communicate with his clients and for his failure to properly supervise his non-lawyer employee.

**MICHAELSON, Jeffrey E.** - Disbarred on July 8, 2011 by the Court of Appeals as reciprocal discipline corresponding to his New Jersey Disbarment by Consent, which was based on his guilty plea in federal court to criminal fraudulent behavior.

**ROYER, Paul Byron** - 30-day Suspension, by Consent on April 23, 2012. This is a reciprocal matter relating to his District of Columbia violation of Rule 8.4(b).

**SMITH, Darlene H.** - Disbarred on February 2, 2012, effective immediately, by Per Curiam Order. The Court of Appeals issued an Opinion dated March 19, 2012, concluding that he intentionally and deliberately altered documents, which she submitted to the Committee on Admissions of the District of Columbia Bar in support of her application for admission. This was an attempt to conceal her failure to comply with a rule governing non-admitted lawyers in the District of Columbia.

**SMITH, William Orr** - Disbarred by Consent on December 16, 2011, for misconduct involving his misuse of trust money from the escrow account of a title company he operated in Virginia.



**UHL, Christopher M.** - Disbarred on May 18, 2012, as a reciprocal matter relating to his disbarment by the Supreme Court of the State of New York for his federal conviction for tax evasion.

### **TARGETED MAIL SOLICITATIONS**

The Business Occupations and Professions Article of the Annotated Code of Maryland §10-605.2 requires an attorney to file with Bar Counsel copies of letters of solicitation sent to prospective clients under certain circumstances. In FY 2012 there were 1,819 targeted mail solicitations, down from 2,192 in FY 2011. This continues a downward trend as in FY 2010 there were 2,226 such submissions. Of the submissions to Bar Counsel this year, sixty-two (62) letters required revisions. The reasons for the necessary revisions include the failure to have appropriate wording in the solicitation and unsubstantiated claims made about the attorney's practice. In FY 2011, 98 letters required revision.

### **ATTORNEY TRUST ACCOUNT OVERDRAFTS**

Maryland Rule 16-610 permits approved financial institutions to maintain attorney trust accounts. Those approved banks must agree promptly to report overdrafts on such accounts to Bar Counsel. Upon receipt of the report, Bar Counsel seeks an explanation from the attorney. This year, there were one hundred and thirty one (131) overdraft notifications, down from one hundred and fifty four (154) in FY 2011. Thirty (30) notifications were transferred to a docketed status for further investigation, down from forty one (41) in FY 2011. The reasons for docketing were:

(a) Failure to Respond	14
(b) Has a Series of Negative Balances in attorney's check Register	2
(c) Disbursed More Funds than Received	3
(d) Either Incarcerated or Fleeing from Authorities	1
(e) Other case previously docketed	4
(f) Out of Trust	1
(g) Failure to Reconcile Account	2
(h) Commingling	1
(i) Unable to Provide an Adequate Explanation	1
(j) On Inactive Status	<u>1</u>
Total	30

Some nineteen (19) overdrafts were attributed to some form of bank error that included incorrect fees, improper holds, coding errors and deposits into the wrong account.

## **CONSERVATORSHIPS**

When an attorney is deceased, is disbarred or suspended, and there is no responsible person to take possession of the client files of that attorney, it becomes necessary for Bar Counsel to petition the local Circuit Court to establish a conservatorship. If no attorney is available in the community to take on the task, an attorney on Bar Counsel's staff is nominated to serve as conservator. Upon approval by the Circuit Court, an appointment of a conservator is ordered, the files of the attorney are marshaled and, with the aid of the paralegal staff, notices are sent to clients to determine the appropriate disposition of active files. Pursuant to court order, the destruction of unclaimed client files is permitted.

In FY 2012, five (5) Conservatorships were established and members of Bar Counsel's staff were appointed as Conservators in three (3) cases. Private lawyers were appointed as Conservators in the remaining two (2) cases. Two (2) Conservatorships were closed during the fiscal year. There are fourteen (14) pending Conservatorships, which is the same number as in FY 2012. Of the fourteen (14) pending Conservatorships at the end of FY 2012, Bar Counsel staff members were appointed as Conservators in eight (8) of the cases, and third parties were appointed as Conservator in the remaining six (6) cases.

## **PEER REVIEW COMMITTEE**

This fiscal year 362 lawyers and 85 non-lawyers agreed to volunteer their time to sit on Peer Review Panels that heard complaints made against attorneys.

There were 103 Peer Review meetings held compared with 121 held in the previous fiscal year. Thirty-four (34) of the 103 panels reviewed more than one complaint against the attorney. Baltimore County (25) and Prince George's County (18) had the largest number of Peer Review Panel meetings. Eleven (11) counties had no Peer Review Panel meetings.

The Commission makes the final decision after receiving a recommendation from a Peer Review Panel. This fiscal year the Commission overturned six (6) recommendations, of which five (5) resulted in greater disciplinary exposure for the attorneys. Sixteen (16) Peer Review Panels were terminated prior to a meeting being held due to non-cooperation by the attorney-respondent.

The average time to hold the panel meeting after the panel was constituted was 50 days and the average time for receipt of the Peer Review report was 16 days after the meeting.

## **CONDITIONAL DIVERSION AGREEMENTS**

When it is determined that misconduct by an attorney can be remediated without the need for a sanction, and the attorney and Bar Counsel agree, a conditional diversion agreement can be executed with the approval of the Commission. The agreement can have a variety of conditions, including an apology to a complainant, attendance at educational seminars, having a practice monitor for a specified period of time, hiring an accountant to instruct on proper bookkeeping practices, psychiatric and psychological treatment, or other conditions.

Such agreements usually conclude the disciplinary process. Ordinarily, the attorney has not been the subject of prior complaints. This fiscal year twenty (20) conditional diversion agreements were entered into. Twenty-seven (27) conditional diversion agreements were administratively closed or otherwise terminated and a total of forty-five (45) were pending at the end of the fiscal year.

### **UNAUTHORIZED PRACTICE OF LAW INVESTIGATIONS**

There were sixty-seven (67) files opened for investigation this fiscal year, up from thirty-seven (37) in FY 2011. Of the sixty-seven (67), investigation led to a finding of no unauthorized practice of law in nineteen (19) cases and six (6) were closed when the offending individual could no longer be found or was deceased. Seven (7) individuals voluntarily agreed to cease the unauthorized practice, including one (1) who consented to an injunction. Five (5) individuals were referred to out-of-state disciplinary authorities and seven (7) were referred to a State's Attorney's Office for prosecution of the offending individual. Eleven (11) individuals were referred to the Department of Labor, Licensing and Regulation and two (2) were referred to the Consumer Protection Division of the Office of the Attorney General. The balance of the files, ten (10), remained open at the end of the fiscal year.

### **ACTIVITIES OF PROFESSIONAL STAFF**

Glenn M. Grossman lectured at the University of Baltimore School of Law and the University of Maryland School of Law on issues of ethics and disciplinary law in Maryland. He appeared as a panelist at a number of continuing legal education courses sponsored by bar associations and an Inn of Court. He participated in Toronto, Ontario, on a panel on discipline for non-law related activities at the annual meeting of the National Organization of Bar Counsel. Mr. Grossman appeared as a panelist on the *Law School for the Public*, a production of Montgomery Community Television. He was an instructor at the Court of Appeals Course for new admittees to the Bar. He was also a panelist at two loss control seminars sponsored by CNA Insurance Company and the insurance broker Rossmann-Hurt-Hoffman. He appeared before the Prince George's County Office of Law, the Legal Studies Institute of Anne Arundel Community College and spoke before the University of Maryland Forensic Psychiatry Fellowship Seminar.

Raymond A. Hein was a guest lecturer at Stevenson University. He participated in two regional presentations to the Maryland Office of the Public Defender on ethical issues relating to that office. He also appeared as a panelist on trust account management at a program sponsored by the Maryland State Bar Association and the Monumental City Bar Association. Mr. Hein was a speaker at two programs at the Maryland State Bar Association's Annual Meeting in Ocean City: one on general ethics issues, the other relating to ethics issues faced by transactional lawyers. He authored a featured article for *Trial Reporter*, the publication of the Maryland Association for Justice.

James P. Botluk was a panelist on a program at the annual conference of the District of Columbia chapter of the American Immigration Lawyers Association. He also spoke at the *Gideon Day* program of the Maryland Office of the Public Defender on ethics issues relating to non-lawyer employees of that office.

Dolores O. Ridgell spoke before the Prince George's Women's Bar Association and was a speaker at a presentation before the Maryland Office of the Public Defender. Ms. Ridgell also was a judge at the Howard County Bar Association High School Mock Trial competition.

Marianne J. Lee participated as a judge in the Maryland State Bar Association Mock Trial Case and Competition, a program of the Citizenship Law Related Education Program.

JaCina N. Stanton was a panelist at a continuing legal education program on escrow management sponsored by the Maryland State Bar Association. She also spoke before the Charles County Bar Association about the Commission and ethics issues. Ms. Stanton was a guest lecturer at the Howard University School of Law and spoke about taking the Maryland Bar. Ms. Stanton received training at the Advanced Advocates Training Program, sponsored by the National Institute of Trial Advocacy, in Boulder, Colorado.

Caroll G. Donayre was a panelist at a continuing legal education program sponsored by the Maryland Office of the Public Defender.

Lydia E. Lawless was a speaker at the Annual Spring Convention of the Maryland Register of Wills Association. She spoke about ethical considerations for those practicing before the Orphans Courts and Registers of Wills. She was a speaker at the Maryland State Bar Association's Annual Meeting at a program sponsored by the Estates and Trusts Section of that organization. Ms. Lawless was a coach for a moot court team at the American University Washington College of Law. She published articles that appeared in the Maryland Bar Journal and in *The Litigator*, a publication of the Litigation Section of the Maryland State Bar Association.

James N. Gaither was a panelist at a continuing legal education program on escrow account management sponsored by the Litigation Section of the Maryland State Bar Association. He had articles published in the Maryland Bar Journal and the Maryland Criminal Defense Attorneys Newsletter. He, like Ms. Stanton, received training at the Advanced Advocates Training Program, sponsored by the National Institute of Trial Advocacy, in Boulder, Colorado.

**COMMISSION MEMBERS**

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Linda Bowler Pierson, Public Member  
Monique Booker, Public Member

Executive Secretary  
Kendall R. Ruffatto

**ATTORNEY STAFF MEMBERS**



**Bar Counsel**

**Glenn M. Grossman**

**Deputy Bar Counsel**

**Raymond A. Hein**

**Assistant Bar Counsel**

**James P. Botluk**

**Dolores O. Ridgell**

**Marianne J. Lee**

**JaCina N. Stanton**

**James N. Gaither**

**Caroll G. Donayre**

**Eric C. Dunton**

**Lydia E. Lawless**

**STAFF MEMBERS**

Investigators

Marc O. Fiedler, Lead Investigator  
Sterling H. Fletcher  
Michael H. Peregoy  
Dennis F. Biennas  
William M. Ramsey  
Edwin P. Karr  
Robert C. Versis

Paralegals

John DeBone  
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Law Clerk

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Receptionist

Nancy I. Sale

**10 YEAR COMPARISON CHART**

	2002-2003	2003-2004	2004-2005	2005-2006	2006-2007	2007-2008	2008-2009	2009-2010	2010-2011	2011-2012	10 Year Totals
<b>Complaints Received</b>	1,559	1,610	1,562	1,844	1,589	1,647	1,532	1,597	1,880	1,648	16,468
<b>Docketed Complaints Received (Prima facie misconduct indicated)</b>	475	485	469	400	351	406	353	406	429	382	4,158
<b>Reinstatement Petitions Received</b>	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	12	7	12
<b>TOTALS</b>	2,034	2,095	2,031	2,244	1,940	2,053	1,885	2,003	2,321	2,037	20,643
<b>Docketed Complaints Concluded</b>	435	487	472	441	368	414	375	361	375	431	4,159
<b>Dispositions (by number of Attorneys)</b>											
<b>Disbarred</b>	12	22	10	10	9	11	5	15	11	23	128
<b>Disbarred by Consent</b>	5	6	14	12	8	10	13	13	13	22	116
<b>Suspension</b>	35	23	22	21	20	24	18	13	8	15	199
<b>Temporary Suspension Rule 16-773(d)</b>	0	1	1	2	1	0	1	0	1	0	7
<b>Public Reprimand by Court</b>	7	6	3	10	3	9	6	4	6	7	61
<b>Public Reprimand by Commission</b>	12	22	22	16	16	12	20	31	27	26	204
<b>Private &amp; Bar Counsel Reprimands</b>	1	0	0	0	0	0	0	0	0	0	1
<b>Inactive Status</b>	4	2	1	3	4	1	0	4	2	3	24
<b>Dismissed by Court</b>	6	6	4	4	4	7	8	11	5	5	60
<b>Petitions for Reinstatement Granted</b>	5	3	10	1	3	9	7	0	5	0	43
<b>Petitions for Reinstatement Denied</b>	4	2	0	4	5	7	7	7	7	3	46
<b>Resignation (Voluntary) Denied</b>	0	0	0	0	0	1	0	0	0	0	1
<b>Resignations</b>	0	1	0	0	2	1	0	0	0	0	4
<b>TOTALS</b>	91	94	87	83	75	91	85	98	85	104	894
<b>Number of active Attorneys admitted to practice law in Maryland 6/30/2011</b>	31,224	31,934	32,066	32,390	33,018	33,400	34,569	34,506	35,515	36,597	



<b>REASONS FOR DISCIPLINARY ACTION:</b> Represents number of attorneys - excludes reinstatement, resignation, inactive status, dismissal by the court, or monitoring. Disciplinary action may have resulted from several rule violations, <u>only the major rule violated</u> is indicated below.	<b>2010-2011</b>	<b>2011-2012</b>
Competent representation, diligence, communication, neglect and abide by client's decisions	17	16
Misconduct - dishonesty, fraud, deceit, or misrepresentation	12	10
Misconduct - prejudicial to administration of justice or unauthorized practice of law	3	11
Criminal Act or Conviction	10	15
Misappropriation - theft of client's funds, estate funds, fiduciary funds or law firm funds	9	11
Excessive fee, improper division of fee or illegal fee	2	1
Incompetence (substance abuse, mental or physical illness)	2	0
Responsibility of actions by subordinate lawyer or non-legal personnel	1	3
Conflict of Interest	0	3
Failure to maintain complete records, account to client or others, maintain trust account, or safeguard funds	8	21
Commingling	3	1
Failure to respond to disciplinary agency	3	1
TOTAL	70	93

**STATISTICAL REPORT FISCAL YEAR 2012**  
**July 1, 2011 through June 30, 2012**

	FY 2011	FY 2012
Inquiries filed	1880	1648
Complaints filed	429	382
Reinstatement Petitions rec'd	12	7
TOTAL	2321	2037
<b>TYPE OF MATTER:</b>		
Atty Trust Accts (new 1/12/11)	17	35
Bankruptcy	26	35
Business matters (removed 1/12/11)	4	0
Civil Litigation	74	65
Contract	4	4
Criminal	43	39
Employment Law	6	4
Family Law	49	63
Immigration	9	17
Injury to person,property,etc	61	32
Probate	23	17
Real Estate	33	19
Reinstatement	12	7
Tax (removed 1/12/11)	2	0
Other Categories	78	52
TOTAL:	441	389
<b>TYPE OF MISCONDUCT:</b>		
1.1 Competence	24	20
1.2 Scope of representation/allocation of authority	7	5
1.3 Diligence	57	80
1.4 Communication	26	48
1.5 Fees	23	15
1.6 Confidentiality of Info.	2	3
1.7 Conflict - General Rule	13	7
1.8 Conflict of Interest - Current Clients	10	8
1.9 Duties of Former Clients	3	0
1.10 Conflict - Imputed Disqualification	0	0
1.11 Conflict - Successive Govern & Priv. Employment.	0	0

	FY 2011	FY 2012
1.12 Conflict - Former Judge/Arbitrator/Mediator	0	0
1.13 Organization as the client	0	0
1.14 Client with Diminished Capacity	0	1
1.15 Safekeeping of property	80	69
1.16 Declining or terminating representation	19	7
1.17 Sale of Law Practice	0	0
1.18 Duties of Prospective Client	0	1
2.3 Evaluation for use by third party	0	0
2.4 Lawyer serving as third-party neutral	0	1
3.1 Meritorious claims & contentions	1	1
3.2 Expediting litigation	1	0
3.3 Candor toward the tribunal	10	8
3.4 Fairness to opposing party & counsel	2	0
3.5 Impartiality to decorum of tribunal	0	0
3.6 Trial publicity	2	0
3.7 Lawyer as Witness	0	0
3.8 Special responsibilities of prosecutor	0	0
3.9 Advocate in nonadjudicative proceedings	0	0
4.1 Truthfulness in statements to others	2	0
4.2 Communication w/persons represented by counsel	3	1
4.3 Dealing w/unrepresented person	1	0
4.4 Respect for rights of third person	2	1
5.1 Responsibilities of partner/managers/supervisory lwyr	5	1
5.2 Responsibilities of subordinate lawyer	0	0
5.3 Responsibilities re non-lwyr assistants	2	2
5.4 Professional independent of lawyers	0	2
5.5 Unauthorized practice; multi-jurisdictional	11	11
5.6 Restrictions on right to practice	0	0
5.7 Responsibilities re law related services	0	0
6.1 Pro Bono Publico Service	0	0
6.2 Accepting appointments	0	0
6.3 Membership in legal services organization	0	0
6.4 Law reform activities affecting client interest	0	0
6.5 Nonprofit & court annexed legal services programs	0	0
7.1 Communications concerning lawyer's services	1	1
7.2 Advertising	0	0
7.3 Direct contact w/prospective clients	0	0
7.4 Communication of fields of practice	0	0
7.5 Firm names & letterheads	0	0
8.1 Bar Admiss. & Disc. matters	24	17
8.2 Judicial & legal official	2	1
8.3 Reporting professional misconduct	0	0

	FY 2011	FY 2012
8.4 Misconduct		
(a) Violate or attempt to violate rules thru another	1	5
(b) Commit a criminal act	28	15
(c) Dishonesty, fraud, deceit, misrepresentation	49	36
(d) Prejudicial to administration of justice	14	14
(e) Knowingly manifest by words/conduct - bias/prejudice	1	1
(f) State or imply an ability to influence gov. agency/off.	0	0
(g) Knowingly assist judge/judicial officer in conduct that violates applicable rules of judicial conduct	0	0
8.5 Disciplinary Authority; Choice of Law	0	0
-- Other (Reinstatements, Overdraft, BOP Sec. 10-306)	15	7
TOTAL:	441	389
COMPLAINTS BY LOCALE		
01 Allegany	7	2
02 Anne Arundel	34	35
03 Baltimore County	57	79
04 Baltimore City	65	47
05 Calvert	6	1
06 Caroline	0	1
07 Carroll	5	8
08 Cecil	0	5
09 Charles	5	2
10 Dorchester	0	1
11 Frederick	12	2
12 Garrett	1	1
13 Harford	14	13
14 Howard	7	20
15 Kent	0	0
16 Montgomery	81	67
17 Prince George's	73	48
18 Queen Anne	4	6
19 St. Mary's	6	1
20 Somerset	1	0
21 Talbot	15	2
22 Washington	2	2
23 Wicomico	8	1
24 Worcester	1	7
00 Out of State	37	38
TOTAL:	441	389

	FY 2011	FY 2012
<b>FINAL DISPOSITIONS:</b>		
Administratively Closed	50	87
Dismissed	133	94
Warning	66	60
Dismissed - Peer Review	8	11
Warning - Peer Review	18	18
Reprimand by Commission (public)	30	28
Public Reprimand by COA	6	8
Suspension	8	22
Disbarment	17	45
Disbarment by Consent	18	37
Inactive Status	2	5
Dismissed by Court	7	13
Resignation	0	0
Resignation Denied	0	3
Reinstatement - GRANTED	5	0
Reinstatement - DENIED	7	0
<b>TOTAL</b>	<b>375</b>	<b>431</b>
<b>DISCIPLINE CONCLUDED - Represents Number of Attorneys</b>		
Disbarment	11	23
Disbarment by consent	13	22
Suspension	8	15
Rule 16-716 Suspension	2	0
Interim Suspension	1	0
Public Reprimand by COA	6	7
Reprimand by Commission (public)	27	26
Dismissed by Court	5	5
Inactive Status	0	0
Inactive Status by Consent	2	3
Reinstatement - GRANTED	5	0
Reinstatement - DENIED	7	3
Resignation	0	0
Resignation Denied	0	0
<b>TOTAL</b>	<b>87</b>	<b>104</b>
Condit. Diversion Agreements (non-compliance)	1	2

	FY 2011	FY 2012
<b>PENDING COMPLAINTS - REPRESENTS # cases</b>		
Bar Counsel Stage	178	138
Peer Review	92	68
Conditional Diversion Agreements	56	47
Interim Suspension - Pending	3	2
Charges pending in Court	92	108
Charges to be filed	25	23
Deferred Docket	32	5
Pending Complaints - TOTAL	433	391
<b>*** REPRESENTS NUMBER of ATTORNEYS</b>		
(correlates with number of cases above)		
Bar Counsel & Investigative Stage	127	144
Peer Review	71	44
Conditional Diversion Agreements	48	39
Interim Suspension - Pending	3	2
Charges pending in Court	70	75
Charges to be Filed	14	12
Deferred Docket	16	5

**ATTORNEY GRIEVANCE COMMISSION OF MARYLAND**  
**STATEMENTS OF BUDGET, RECEIPTS, EXPENDITURES AND FUND BALANCE**  
**YEARS ENDED JUNE 30, 2012 and 2011**

	2012			2011		
	Budget	Actual	Variance Positive (Negative)	Budget	Actual	Variance Positive (Negative)
<b>RECEIPTS</b>						
Attorney assessments	\$ 4,455,625	\$ 4,584,520	\$ 128,895	\$ 4,375,875	\$ 4,505,227	\$ 129,352
Investment income	75,000	45,266	(29,734)	80,000	99,046	19,046
Recovered court costs	17,000	27,580	10,580	17,000	21,123	4,123
Fees from CPF - administrator	116,663	116,953	290	123,751	116,663	(7,088)
Fees from CPF - secretarial	52,467	52,467	-	55,505	52,467	(3,038)
Fees from CPF - administrative assistant	69,862	69,861	(1)	71,700	69,861	(1,839)
Fees from CPF - office clerk	26,722	25,472	(1,250)	31,446	26,721	(4,725)
Total receipts	4,813,339	4,922,119	108,780	4,755,277	4,891,108	135,831
<b>EXPENDITURES</b>						
Salary - bar counsel	125,000	125,750	(750)	240,662	240,670	(8)
- deputy bar counsel	91,252	92,752	(1,500)	91,251	91,902	(651)
- assistant bar counsel	584,208	564,228	19,980	513,344	487,111	26,233
- investigators	407,566	412,816	(5,250)	407,566	396,526	11,040
- office mgr. & admn. assistant	122,776	124,276	(1,500)	122,776	122,776	-
- paralegal	115,968	83,024	32,944	81,524	81,524	-
- secretaries	341,068	256,396	84,672	311,858	251,146	60,712
- CPF - secretarial	34,481	35,231	(750)	34,481	34,481	-
- CPF - administrator	86,547	87,297	(750)	86,547	86,547	-
- CPF - administrative assistant	47,080	47,830	(750)	47,080	47,080	-
- CPF - clerk	24,016	23,305	711	24,016	24,016	-
- Legal secretary	45,355	46,105	(750)	45,355	45,355	-
- Executive secretary	97,797	98,547	(750)	97,797	97,797	-
FICA	131,673	121,051	10,622	130,464	121,747	8,717
Medicare	30,794	28,198	2,596	30,512	28,594	1,918
Employee benefits	662,536	641,765	20,771	575,122	550,925	24,197
Telephone	29,340	14,070	15,270	16,000	13,813	2,187
Photocopy	12,400	6,574	5,826	10,000	12,657	(2,657)
Postage meter	5,500	4,740	760	6,000	4,740	1,260
Office supplies	35,000	32,312	2,688	35,000	26,688	8,312
Postage	28,000	24,339	3,661	30,000	23,200	6,800
Insurance and bonds	16,000	11,867	4,133	14,000	11,845	2,155
Travel and mileage	66,500	54,390	12,110	60,000	58,471	1,529
Equipment maintenance	4,500	5,409	(909)	4,500	2,945	1,555
Dues/professional organizations	10,000	9,860	140	10,000	4,418	5,582

**ATTORNEY GRIEVANCE COMMISSION OF MARYLAND**  
**STATEMENTS OF BUDGET, RECEIPTS, EXPENDITURES AND FUND BALANCE**  
**YEARS ENDED JUNE 30, 2012 and 2011 (Continued)**

	2012			2011		
	Budget	Actual	Variance Positive (Negative)	Budget	Actual	Variance Positive (Negative)
<b>EXPENDITURES (Continued)</b>						
Investigator/related costs	96,000	51,996	44,004	80,000	77,039	2,961
Contin. Education & related cost	10,000	11,357	(1,357)	-	-	-
Depositions and transcripts	26,000	30,711	(4,711)	20,000	24,275	(4,275)
Commission expenses	15,000	10,484	4,516	15,000	11,119	3,881
Peer review committee	107,412	74,754	32,658	98,637	69,377	29,260
Audit and periodic support	18,000	14,875	3,125	14,500	11,375	3,125
Bank fees	300	280	20	800	152	648
Outside legal and software support	10,000	5,179	4,821	15,000	5,883	9,117
Conservatorship costs	10,000	10,079	(79)	10,000	7,778	2,222
Office furniture	25,000	17,646	7,354	25,000	8,147	16,853
Computer hardware and software	85,000	29,117	55,883	125,000	41,654	83,346
Peer review training seminars	10,000	600	9,400	10,000	740	9,260
Law library	11,000	20,171	(9,171)	15,000	13,972	1,028
Lawyer assistance program	97,128	98,595	(1,467)	97,128	96,407	721
Office supplies	2,000	2,039	(39)	2,000	1,596	404
Mailing costs	25,000	1,996	23,004	2,500	1,200	1,300
Equipment purchases	10,500	1,924	8,576	5,500	-	5,500
Equipment maintenance	4,800	3,241	1,559	4,800	3,725	1,075
Telephone	3,000	-	3,000	3,000	-	3,000
Miscellaneous	1,000	300	700	1,000	300	700
Compensated absences	-	(6,985)	6,985	-	(18,392)	18,392
<b>Total Expenditures</b>	<b>\$ 3,722,497</b>	<b>\$ 3,330,491</b>	<b>\$ 392,006</b>	<b>\$ 3,570,720</b>	<b>\$ 3,223,321</b>	<b>\$ 347,399</b>
<b>INCREASE IN UNRESTRICTED FUND BALANCE</b>						
BEFORE COURT ORDERED TRANSFER	\$ 1,090,842	\$ 1,591,628	\$ (283,226)	\$ 1,184,557	\$ 1,667,787	\$ (211,568)
Court Ordered Transfer	\$ -	\$ 5,700,000	\$ (5,700,000)	\$ -	\$ -	\$ -
<b>INCREASE (DECREASE) IN UNRESTRICTED FUND BALANCE</b>	<b>\$ 1,090,842</b>	<b>\$ (4,108,372)</b>	<b>\$ (283,226)</b>	<b>\$ 1,184,557</b>	<b>\$ 1,667,787</b>	<b>\$ (211,568)</b>
<b>UNRESTRICTED FUND BALANCE, BEGINNING OF YEAR</b>		<b>\$ 9,521,573</b>			<b>\$ 7,853,786</b>	
<b>UNRESTRICTED FUND BALANCE, END OF YEAR</b>		<b>\$ 5,413,201</b>			<b>\$ 9,521,573</b>	



**ATTORNEY GRIEVANCE COMMISSION OF MARYLAND  
FISCAL YEAR 2013**

RECEIPTS:	ACTUAL 2011	BUDGET 2012	REQUEST 2013	COMMENTS
#301 Attorney Assessments	4,505,227.00	4,455,625.00	4,018,960.00	\$110 AGC assessment (approx. 36,536 active MD attys 3/07/11)
#305 Investment Income (interest)	99,046.00	75,000.00	75,000.00	
#307 Court Recovered Costs	21,123.00	17,000.00	17,000.00	
#309 CPF Executive Director	116,663.00	116,663.00	119,538.00	Reimbursement by CPF for salaries (#501, #502, #503, #504) & associated benefits in expense accounts #417, #418, #419
#310 CPF Secretarial	52,467.00	52,467.00	55,304.00	
#311 CPF Administrator	69,861.00	69,862.00	72,649.00	
#312 CPF Office Clerk	26,721.00	26,722.00	32,423.00	
<b>TOTAL:</b>	<b>4,891,108.00</b>	<b>4,813,339.00</b>	<b>4,390,874.00</b>	
EXPENDITURES:	ACTUAL 2011	BUDGET 2012	REQUEST 2013	COMMENTS
#411 Salary - Bar Counsel	240,670.00	125,000.00	135,000.00	
#412 Salary - Dep. Bar Counsel	91,902.00	91,902.00	100,378.00	
#413 Salary - Asst. Bar Counsel	487,111.00	584,208.00	603,426.00	
#414 Salary - Investigator	396,526.00	407,566.00	448,325.00	
#415 Salary - Offi. Mngr. & Adm. Asst.	122,776.00	122,776.00	135,055.00	
#416 Salary - Secretarial/Clerical	251,146.00	341,068.00	375,178.00	
#420 Salary - Paralegal/Law Clerk	81,524.00	115,968.00	127,566.00	
#501 Salary - CPF Secretarial	34,481.00	34,481.00	34,481.00	
#502 Salary - CPF Executive Director	86,547.00	86,547.00	86,547.00	
#503 Salary - CPF Administrator	47,080.00	47,080.00	47,080.00	
#504 Salary - CPF Office Clerk	24,016.00	24,016.00	24,016.00	
#601 Salary - Executive Secretary	97,797.00	97,797.00	107,577.00	
#602 Salary - Adm. Asst. to Exec. Sec.	45,355.00	45,355.00	49,891.00	
#417 FICA	121,747.00	131,673.37	141,021.00	Increase based on salaries
#418 Medicare	28,594.00	30,794.00	32,981.00	Increase based on salaries
#419 Employee Benefits	550,925.00	662,536.00	711,169.00	Increase due to health insurance premiums
#421 Telephone	13,813.00	29,340.00	29,340.00	
#422 Photocopy Expenses	12,657.00	12,400.00	12,400.00	
#423 Postage Meter Maintenance	4,740.00	5,500.00	5,500.00	
#424 Office Supplies	26,688.00	35,000.00	35,000.00	
#425 Mailing Postage	23,200.00	28,000.00	28,000.00	
				FOOTNOTE- 2013 request based on ACTUAL expenditures for 9 months in FY 2012 & the remaining 3 months projected

EXPENDITURES Cont'd:	ACTUAL 2011	BUDGET 2012	REQUEST 2013	
				Page 2 of 2
#426 Insurance and Bonds	11,845.00	16,000.00	16,000.00	
#428 Travel & Mileage	58,471.30	66,500.00	66,500.00	
#429 Equipment Maintenance	2,945.00	4,500.00	4,500.00	
#431 Profess. Dues & Organiz. Mtgs.	4,418.00	10,000.00	15,000.00	Increase due to larger staff
#432 Investig. & Related Costs	77,039.00	96,000.00	96,000.00	
#433 Cont. Education & related costs	0.00	10,000.00	15,000.00	Increase due to larger staff
#439 Transcripts - Depositions	24,275.00	26,000.00	26,000.00	
#441 Commission Expenses	11,119.00	15,000.00	15,000.00	
#444 Peer Review Expenses	69,377.00	107,412.00	110,079.00	Peer Review Chair's recommended budget
#447 Audit & periodic support	11,375.00	18,000.00	18,000.00	
#448 Bank Service Fees	152.00	300.00	400.00	Increased bank standardized fees
#451 Outside Legal/Software support	5,883.00	10,000.00	5,000.00	Decrease
#452 Conservatorship Costs	7,778.00	10,000.00	12,500.00	Increased transport, storage & destruction fees
#461 Office Furniture	49,801.00	25,000.00	25,000.00	
#462 Computer Hardware/Software	0.00	85,000.00	150,000.00	Increase - case management hardware/software costs
#463 Peer Review member training	740.00	10,000.00	10,000.00	
#464 Law Library/Electronic research	13,972.00	11,000.00	13,000.00	Increase due to standard inflation costs
#465 Case Management System (CMS)	0.00	0.00	300,000.00	Increase - case management system/contract with management team
#466 Lawyer Assistance Program	96,407.00	97,128.00	97,128.00	
#605 Office Supplies - Executive Sec.	1,596.00	2,000.00	2,500.00	
#606 Mailing Costs - Executive Sec.	1,200.00	2,500.00	2,500.00	
#607 Equipment Purchase - Exec.Sec.	0.00	10,500.00	10,500.00	
#608 Equipment Maintenance - Exec. Sec.	3,725.00	4,800.00	4,800.00	
#609 Telephone - Executive Sec.	0.00	3,000.00	3,000.00	
#610 Misc. Exp.(outside services, etc.)	300.00	1,000.00	1,000.00	
<b>TOTALS:</b>	<b>3,241,713.30</b>	<b>3,700,647.37</b>	<b>4,289,338.00</b>	<b>FOOTNOTE- 2013 request based on ACTUAL expenditures for 9 months in FY 2012 &amp; the remaining 3 months projected</b>

Anticipated Revenues in Excess of Expenses for FY 2013:	101,536.00
Anticipated Fund Balance at 6/30/2012:	6,067,868.00
Anticipated Fund Balance 6/30/2013:	6,169,404.00