

# ATTORNEY GRIEVANCE COMMISSION OF MARYLAND



## 39th Annual Report

July 1, 2013 thru June 30, 2014

### Our Mission

*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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## **39th Annual Report**

### **Attorney Grievance Commission of Maryland**

#### **July 1, 2013 through June 30, 2014**

This past fiscal year marked a technological turning point for the Commission. On February 1, 2014, the Executive Secretary's and Bar Counsel's Office "went live" with the use of Justware, software developed by New Dawn Technologies (now, Journal Technologies, Inc.) This new case management system permits the electronic intersection of case files, document drafting and our database. We have already seen a number of benefits since its installation, including faster docketing of cases, quicker document reviews, faster document creation through the use of scores of templates, faster delivery of investigative reports, a virtual end to "mislaidd files" and, as is evident in this Report, an ability to create charts and graphs based on database information. In cooperation with Journal Technologies, the electronic case management system is constantly being upgraded. We look forward to further efficiencies, possibly including the Peer Review Committee, and as electronic court filing (MDEC) is launched statewide, the Office of Bar Counsel will be ready.

We said good-bye to James P. Botluk, who served as an Assistant Bar Counsel for more than twenty years. Amy Paulick and C. Shea McSpaden joined the staff as Assistant Bar Counsel and Staff Attorney, respectively. Ms. Paulick comes to the office with a broad professional background with an emphasis on immigration law, which not coincidentally, is a source of increasing disciplinary concern. Ms. McSpaden, who started in the office as a Law Clerk, was promoted to her present position on January 1, 2014. Prior to her employment with the Commission, Ms. McSpaden was extensively involved in the comprehensive revision of the Maryland Bench Book.

In June, the professional staff participated in the first annual meeting of the Chesapeake Regional Association of Bar Counsel that took place at National Harbor in Prince George's County. In addition to our office, representatives from the District of Columbia, Virginia, New Jersey and the President-Elect of the National Organization of Bar Counsel heard Judge Lynne Battaglia of the Maryland Court of Appeals give the keynote address. The participants discussed and heard presentations on social media, best practices in investigations and recurring issues in discipline.

The office saw 1,906 complaints filed, which was slightly lower than fiscal year 2013, when the number was 1,946. This fiscal year, a trend of reduced numbers of complaints seems to have been arrested, as total matters docketed for further investigation increased slightly from 359 in FY 2013 to 365 in FY 2014. The number of sanctioned attorneys decreased slightly year-to-year, from 87 in FY 2013 to 84 in this fiscal year. Disbarments continued to decline from an all-time high in FY 2012 (47) to 37 in FY 2013 to 26 in FY 2014. The ten year average for disbarments is 26.2 so this fiscal year represents a return to the norm. Suspensions increased to 29, which represents a ten year high in that category and is far above the average (19.1). Last year, the number was 21.

The office continued to reach out to lawyers and law students to alert them to their ethical and professional obligations. Staff members have written a number of well-received articles and have appeared before bar groups, government and judicial agencies as well as law school professional responsibility classes. Several of the lawyers participated in mock trials and moot court competitions as judges.

On a very sad note, long-time retired investigator, Sterling H. Fletcher, passed away in April 2014. Mr. Fletcher served the public both as a police officer and Commission investigator with uncompromising integrity and with the highest standards of professionalism. He will be missed, not only by his family, friends and colleagues at Commission but by all those with whom he came in contact on behalf of the Office of Bar Counsel.

**DISCIPLINARY SUMMARIES**  
**Fiscal Year 2014**  
**(July 1, 2013 — June 30, 2014)**

**ALLEGANY COUNTY**

**DAVIS, Dustin Paul** – Indefinite Suspension by Consent on July 9, 2013, for his criminal conduct involving theft of personal property.

**RING, Kevin Anthony** – Disbarred by Consent on May 28, 2014, for his criminal conviction involving Conspiracy to Defraud the United States and Bribery of Public Officials and Witnesses; Payment of a Gratuity and Aiding and Abetting.

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**ANNE ARUNDEL COUNTY**

**MAY, Christopher Michael, Jr.** – Disbarred by Consent on April 2, 2014, for breaching his fiduciary duties as Trustee of an irrevocable trust for the benefit of his elderly client.

**MORRISSEY, Robert J.** – Commission Reprimand for failing to respond to his client’s request for information about the client’s matter, for failing to safe-keep the client’s property, for failing to maintain an attorney trust account and for record-keeping violations.

**RUSSELL, Susan Whittington** – Reprimand by Consent on February 27, 2014, for engaging in conduct prejudicial to the administration of justice.

**WHITE, Kenneth Raymond** – Disbarred by Consent on October 11, 2013, for engaging in conduct involving dishonesty, fraud, deceit or misrepresentation and for engaging in conduct prejudicial to the administration of justice.

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**BALTIMORE CITY**

**AGBAJE, Taiwo A.** – Disbarred on May 19, 2014, for a conflict of interest relating to a real estate investment venture with a client and for engaging in conduct involving dishonesty, fraud, deceit or misrepresentation.

**BROWN, Ajile Fernandez** – Commission Reprimand for failing to represent her client with competence, reasonable diligence and promptness, for failing to communicate with the client concerning the status of her matter, and upon termination of the representation, for failing to surrender documents and property to her client.

**COOPER, Latosha J.** – Disbarred by Consent on December 16, 2013, for failing to represent her clients with competence, reasonable diligence and promptness, for misappropriation of client funds and for engaging in conduct involving dishonesty, fraud, deceit or misrepresentation

**FRAIDIN, Michael David** – Disbarred on May 16, 2014, for mishandling client funds in his trust account and for executing a scheme to commit bankruptcy fraud.

**HOWELL, Sherrie T.** - Suspended for one (1) year on August 21, 2013, effective thirty (30) days from the date thereafter, for transmitting contraband into a prison.

**HUNT, Mark Edward** – Disbarred on October 1, 2013, for failing to disclose his criminal activities on his Bar Application and submitting a false affirmation to the Board of Law Examiners.

**MARUDAS, Kyriakos Peter** – Commission Reprimand for failing to conduct a reasonable inquiry into the authenticity of documents suspected to be forged or false, for offering evidence that he knew to be false and for failing to take reasonable remedial measures.

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## **BALTIMORE COUNTY**

**COPPOCK, John Edward, Jr.** – Reprimand on July 9, 2013, for making misrepresentations to a creditor to conceal his receipt of funds.

**CUADRA, Tabatha Karina** – Reprimand by Consent on October 21, 2013, for utilizing misleading advertisements to promote her law practice, for failing to comply with the requirements of Md. Code Ann., Bus. Occ. & Prof. §10-605.2 and for failing to promptly respond to lawful demands for information from Bar Counsel.

**DORE, Thomas Patrick** – 90-day Suspension on August 20, 2013, effective September 19, 2013, for allowing his staff members to sign his name and falsely notarize his signature to documents to be filed in court.

**FOX, Matthew Evan** – Indefinite Suspension by Consent on December 4, 2013, for failing to represent his clients with competence, reasonable diligence and promptness, for failing to respond to requests for information by his clients concerning their matters, for failing to take steps, to the extent reasonably practicable, to protect his clients' interests and upon termination of representation, for failing to surrender documents and property to a client.

**FRIEDMAN, Joseph Lee** – Disbarred on February 12, 2014, effective immediately, by Per Curiam Order. The Court of Appeals Opinion dated March 24, 2014, cited reasons for the disbarment, concluding that Respondent placed personal funds in his attorney trust account to avoid having the funds garnished by the IRS.

**GIACOMAZZA, Michael Andrew** – Indefinite Suspension by Consent on May 13, 2014, for failing to pay his child support obligation.

**GRAY, Melissa Donnelle** – Indefinite Suspension on January 24, 2014, effective 30 days from the date thereof, for failing to provide competent and diligent representation, for failing to take timely and appropriate actions to expedite litigation and for failing to respond to legal demands for information from Bar Counsel. Respondent had previously received a Reprimand by Consent and a 60-day Suspension, from which she never applied for reinstatement.

**JANEY, Neal Marcellas, Sr.** – Reprimand by Consent on August 9, 2013, for knowingly failing to timely respond to lawful demands for information from Bar Counsel.

**KINNARD, Denise Lashon** – Disbarred by Consent on April 29, 2014, for engaging in conduct involving dishonesty, fraud, deceit or misrepresentation related to her requests and acceptance of cash payments from her firm's clients.

**O'LEARY, Gina Michelle** – Disbarred on July 10, 2013, for engaging in a sexual relationship with her client while representing him in a domestic matter and for making misrepresentations to opposing counsel, the court and Bar Counsel.

**ROLLISON, Mark Edward** – Commission Reprimand for failing to represent his client with reasonable diligence and promptness, for failing to keep his client reasonably informed and for failing to respond to lawful demands for information from Bar Counsel.

**SCHRUEFER, John A., Jr.** – Commission Reprimand for failing to safekeep his client's settlement funds in an attorney trust account and for commingling funds.

**SEWARD, Jamie Blum** – Indefinite Suspension by Consent on April 2, 2014, effective immediately (with the right to reapply for admission after ninety (90) days from the date thereof), for failing to have the signatory's signature on a power of attorney duly witnessed and notarized and for causing two (2) individuals to falsely sign as witnesses.

**SHIELDS, Robert L.** – Indefinite Suspension by Consent on January 22, 2014, for, among other things, failing to provide competent and diligent representation, for commingling funds, for sharing fees with a non-lawyer and, upon termination of representation, for failing to surrender documents and property to his client.

**SPERLING, Jonathan Daniel** – Indefinite Suspension on July 5, 2013, for failing to diligently represent his client, resulting in dismissal of her case, for failing to promptly notify his client of the dismissal, for misrepresenting the status of the case to his client and for misrepresentations to the court.

**SPERLING, Leonard J.** – Indefinite Suspension on September 27, 2013, effective thirty (30) days from the date thereafter (with the right to reapply for admission after six (6) months), for

failing to retain in his attorney trust account a sufficient amount to cover liens against recoveries obtained by his clients, for failing to pay lien amounts due, for his intentional communication with a person represented by counsel without the person's consent and for delaying, for over four (4) years, the payment of the lien.

**SUTLEY, Benjamin Coyle** – Indefinite Suspension by Consent on October 15, 2013, for failing to represent his clients with reasonable diligence and promptness, for failing to communicate with the clients about the status of their cases and for failing to maintain unearned fees in escrow.

**WRAY, Ronald Allen** – Commission Reprimand for failing to represent his client with competence, reasonable diligence and promptness, for failing to appear at a court ordered status conference and for unintentionally engaging in the unauthorized practice of law while decertified.

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### **CAROLINE COUNTY**

**GREENLEAF, Robert John** – Disbarred on May 16, 2014, for using his employer's computer to solicit sexual acts from an adolescent and for committing a criminal act.

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### **CHARLES COUNTY**

**BOYD, Harold Lockwood, III** – Indefinite Suspension by Consent on July 3, 2013 (with the right to reapply for admission after sixty (60) days) for failing to file his personal income tax returns on a timely basis for the years 2004 through 2009.

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### **FREDERICK COUNTY**

**MAHONE, Daniel Quinn** – 30-day Suspension on September 30, 2013, effective thirty (30) days from the date thereafter, for disruptive conduct in the courtroom, for disturbing the peace and for resisting arrest.

**Markham, Christopher L.** – Commission Reprimand for soliciting legal services in the state of Virginia where he was not admitted to practice law, for the unauthorized practice of law, for misleading advertising and for using a letterhead that failed to disclose that he was not admitted to practice law in Virginia.

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### **HARFORD COUNTY**

**BOCCHINO, David Eugene** – Indefinite Suspension on November 25, 2013, for lack of competence, for failing to represent his clients with reasonable diligence and promptness causing a client's case to be dismissed, for failing to communicate with a client about her case, for engaging in conduct involving dishonesty, fraud, deceit or misrepresentation and for assisting a disbarred attorney in the unauthorized practice of law.

**HICKEY, Michael Clifford, Jr.** – Indefinite Suspension by Consent on August 14, 2013, for drafting a Will making himself and his wife beneficiaries of the client’s estate and for failing to timely notify the decedent’s sole heir of probate proceedings.

**PINNO, Lawrence Paul** – Disbarred on February 24, 2014, for engaging in a pattern of neglect that affected at least five (5) clients over two (2) years, for taking unearned fees without warning or explanation, for failing to pursue the clients’ matters or to appear in court on their behalf, and failing to return the unearned fees.

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**HOWARD COUNTY**

**DEWAN, Kiran Moolchand** – Disbarred by Consent on March 10, 2014, for his criminal conviction involving bribing an immigration officer.

**LANDAU, Lee Elliott** – Disbarred on March 7, 2014, effective immediately, by Per Curiam Order. The Court of Appeals Opinion dated April 21, 2014, cited reasons for the disbarment, concluding that Respondent misappropriated client funds, failed to communicate with his client concerning the status of matters and failed to provide an accounting of funds he collected on her behalf.

**WOOD, William C.** – Commission Reprimand for closing his law practice without giving notice to his clients and for prejudicing their ability to pursue their cases. He also failed to clearly communicate to a client the basis or rate of a fee and failed to properly maintain his trust account.

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**MONTGOMERY COUNTY**

**AKPAN, Emmanuel Damascus** – Commission Reprimand by Consent for failing to keep his client reasonably informed about the status of his matter and for a conflict of interest.

**BERRY, Steven Gene** – Disbarred on January 14, 2014, effective immediately, by Per Curiam Order. The Court of Appeals Opinion dated February 26, 2014, cited reasons for the disbarment, concluding that Respondent took estate money for which he had no authorization from the Orphans’ Court and for submitting false accountings to the court to conceal the unauthorized disbursements.

**COLTON-BELL, Julia** – Disbarred on September 26, 2013, effective immediately, for failing to represent her client with competence and reasonable diligence; for failing to consult with and communicate with her client; for charging an unreasonable fee; for the unauthorized practice of law; and for failing to respond to a lawful demand for information by Bar Counsel.

**GEESING, George Jacob** – 90-day suspension on December 3, 2013, for allowing his staff to sign his name and falsely notarize his signature on documents filed in foreclosure cases.

**GORDON, Lowell J.** – Commission Reprimand for failing to represent his client with competence, for failing to inform the client of any decisions to which the client’s consent is



required and for failing to safe keep property of his client or third party separate from the lawyer's property.

**HOERAUF, Gwyn Cara** – 30 day Suspension by Consent on June 4, 2014, for failing to timely appear at a contempt hearing on behalf of her client, for failing to respond promptly to her client's request for information and for failing to timely respond to lawful demands for information from Bar Counsel.

**LEVIN, Robert Norman** – Reprimand on July 2, 2013, for a willful failure to honor a Writ of Garnishment and for failing to notify a party who had an interest in the trust funds involved.

**LEVIN, Ronald Marc** – Disbarred on March 7, 2014, effective immediately, by *Per Curiam* Order. The Court of Appeals Opinion, dated May 16, 2014, cited reasons for the disbarment, concluding that Respondent misrepresented his workload and created fictitious clients and papers to distort his net income and shield his salary from adjustments reflecting his lower than anticipated performance.

**LU, Michael Wenyue** – Reprimand by Consent on July 18, 2013, for failing to properly advise his client, causing the client to be unable to make an informed decision concerning an admission and for relaying to opposing counsel that his client would make the admission.

**MURRAY, Philip Raymond** – Commission Reprimand for failing to maintain in trust and keep separate, funds that were in dispute between his client and third parties and for failing to render promptly a full accounting regarding the disputed funds.

**NARASIMHAN, Sudha** – Sixty (60) day Suspension on May 23, 2014, effective thirty (30) days from the date thereof, for misrepresenting her legal experience, for establishing a law practice with another attorney in a specific field of law without verifying the attorney's experience, for failing to provide diligent and competent representation and for failing to adequately communicate with her client.

**PUGLIESE, Elizabeth Marie** – Commission Reprimand for her conflict of interest.

**ROBINSON, Kenneth Michael** - Interim Suspension on October 18, 2013, effective immediately, for negligent misappropriation of trust funds.

**ROBINSON, Kenneth Michael** – Seven (7) month Suspension on April 10, 2014, that commenced *nunc pro tunc*, on October 18, 2013 (with the right to reapply for admission in Maryland conditioned upon his reinstatement to practice law in the District of Columbia), for negligently misappropriating trust funds and for failing to assure his firm's compliance with disciplinary rules.

**ROSENBLATT, Richard Brian** - Commission Reprimand for failing to explain a matter to the extent reasonably necessary to permit the client to make informed decisions regarding the representation and for failing to make reasonable efforts to ensure that a lawyer over whom he had direct supervisory authority conformed to the Maryland Lawyers' Rules of Professional Conduct.

**SANDERSON, Garland Montgomery** – Commission Reprimand for failing to appear in court on his client's behalf on four (4) occasions, for failing to advise his client of same, causing several

hearings to be postponed, resulting in the delay of the disposition of his client's matter and for failing to timely appear at his contempt hearing.

**WILLIAMOWSKY, Samuel David** – Commission Reprimand for lack of competence, for failing to keep his client reasonably informed about the status of the matter and for failing to inform the client of any decisions to which the client's consent is required.

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### **PRINCE GEORGE'S COUNTY**

**BELL, Jimmy Anthony** – Indefinite Suspension on July 8, 2013 (with the right to reapply after thirty (30) days), for failing to maintain proper records for various client matters over a two (2) year period.

**DAVY, Michelle** – Disbarred on September 5, 2013, by a Per Curiam Order. The Court of Appeals Opinion dated November 27, 2013, cited reasons for the disbarment, concluding that Respondent engaged in conduct involving dishonesty and misrepresentation and for conduct prejudicial to the administration of justice.

**HARMON, Anthony Maurice** – Indefinite Suspension on August 19, 2013 (with the right to apply for reinstatement no sooner than six (6) months), by Per Curiam Order and Opinion for commingling funds, for failing to properly maintain his attorney trust account and related financial records and for failing to respond to lawful demands for information from Bar Counsel.

**HARMON, Anthony Maurice** – Indefinite Suspension on October 21, 2013, effective immediately, for failing to act with reasonable diligence and promptness, for failing to adequately communicate with his clients, for charging an unreasonable fee and for failing to respond to lawful demands for information from Bar Counsel.

**PETROS, George Z.** – Commission Reprimand for failing to respond to requests for information by his client concerning her matter and for failing to represent his client with reasonable diligence and promptness, causing his client's case to be dismissed.

**STILLWELL, Garland Howe** – Six (6) month Suspension on August 22, 2013, as reciprocal discipline, based on his August 27, 2009 District of Columbia 60-day suspension, for inaccurately representing his status at the law firm where he was employed, for making false representations on behalf of a friend and for improperly charging personal expenses to the firm.

**STILLWELL, Garland Howe** – Indefinite Suspension on September 13, 2013 (with the right to reapply for admission after sixty (60) days), as well as a prior suspension for six (6) months on August 22, 2013. The September, 2013 Indefinite Suspension was for failing to place an unearned client retainer fee in an attorney trust account, for lack of diligence and for failing to respond to the client's requests about the status of her matter.

**THOMAS-BELLAMY, Sandy Fredericka** – Indefinite Suspension by Consent on March 28, 2014, for failing to deposit unearned funds into an attorney trust account, for failing to create and maintain trust account records, for failing to timely file her tax returns for 2 years, for failing to

represent her clients with competence, reasonable diligence and promptness, for failing to adequately communicate with her clients and for failing to appear at a scheduled meeting.

**WALTON, Charles Earl** – Commission Reprimand for failing to represent a client with competence, reasonable diligence and promptness.

**WORTHY, Michael Ron** – Indefinite Suspension on January 30, 2014, effective immediately (with the right to reapply for admission after six (6) months from the date thereof), for his willful failure to file federal income tax returns for the years 2006 and 2007.

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### **QUEEN ANNE'S COUNTY**

**McDONALD, John Mark** – Disbarred on February 21, 2014, for using his position to enter *Nolle Prosequi* dispositions in five (5) traffic citations as personal favors to the co-worker, for interfering with a criminal prosecution of the co-worker and for other misconduct relating to his relationship with the co-worker.

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### **TALBOT COUNTY**

**BILLMYRE, John Gary** – Indefinite Suspension by Consent on October 9, 2013, for failing to represent his clients with competence and for neglecting his clients' cases.

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### **WASHINGTON COUNTY**

**CROMER, Kelly Stebbins** – Disbarred by Consent on February 20, 2014, effective immediately, for misappropriating estate funds, for committing a criminal act that reflects adversely on the lawyer's honesty, trustworthiness and/or fitness and for engaging in conduct involving dishonesty, fraud, deceit or misrepresentation.

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### **OUT-OF-STATE**

**BRADLEY, Stephanie Yvonne (aka BRADLEY, Stephanie Y.)** – Commission Reprimand for lack of diligence, for failing to adequately communicate with her client, for failing to provide legal services, for charging an unreasonable fee, for failing to deposit and maintain the client's prepaid fee in an attorney trust account until earned and upon termination of the representation, for failing to take steps to the extent reasonably practicable to protect the client's interests.

**BRADLEY, Stephanie Yvonne** – Interim Suspension on September 20, 2013, as a result of reciprocal action following her suspension in the District of Columbia on July 11, 2013.

**BRADLEY, Stephanie Yvonne (aka BRADLEY, Stephanie Y.)** – Indefinite Suspension on December 19, 2013, as a reciprocal action to her District of Columbia suspension, for failing to

provide competent and diligent representation and for engaging in conduct prejudicial to the administration of justice.

**BURSON, John Stephen** – Reprimand by Consent on June 19, 2014, for failing to make any efforts to ensure that the law firm had in effect measures giving reasonable assurance that lawyers did not robo-sign documents and that notaries public did not falsely notarize documents.

**FROST, James Albert** – Disbarred on February 26, 2014, for making knowingly false statements impugning the integrity and qualifications of several judges and public legal officers without any explanation or investigation of those allegations.

**HOANG, John Thanh** - Disbarred on August 19, 2013, effective immediately, by Per Curiam Opinion, for devising and carrying out a scheme to defraud the U.S. Government of funds by preparing tax returns with fraudulent deductions and for failing to file personal federal tax returns for eight (8) years.

**LEWIS, Glenn Charles** – Disbarred on February 27, 2014, for failing to represent his client with competence, reasonable diligence and promptness, for failing to respond to the client’s requests about the status of her matter, for failing to safe-keep the client’s property, for charging an unreasonable fee, for failing to return an unearned fee, for failing to maintain an attorney trust account, for record-keeping violations and for engaging in conduct involving dishonesty, fraud, deceit or misrepresentation.

**McDOWELL, Matthew John** – The Court of Appeals approved a Reprimand by Consent on June 19, 2014, for robo-signing many foreclosure-related documents.

**SHEDLICK, Christopher Broughton** – Commission Reprimand as a reciprocal matter to his Virginia public reprimand on May 2, 2009, for failing to supervise his nonlawyer assistant; for sharing fees with the nonlawyer assistant; for assisting another in the unauthorized practice of law; for the use of misleading advertisements that are likely to create unjustified expectations; for using a firm name, letterhead or other professional designation that is incorrect; and for stating or implying that he practiced in a partnership when that was not a fact.

**SHIN, Hee Jung Jenny** – Disbarred by Consent on August 12, 2013, effective immediately, for her criminal conduct involving conspiracy to commit wire fraud.

**SUTHERLAND, John Arthur, Jr.** – Disbarred on October 18, 2013, effective immediately, subsequent to his Interim Suspension on October 9, 2013, as a reciprocal discipline based upon revocation of his Virginia law license for abandoning a client and for failing to respond to lawful requests for information from Bar Counsel.

**TUMA, Malik James** – Reprimand by Consent on July 22, 2013, for failing to respond to legal requests for information from Bar Counsel.

**VANDERSLICE, Patrick Edward** – Disbarred on September 10, 2013, effective immediately, by Per Curiam Order for misappropriating funds from the law firm of which he was a partner. The Court of Appeals Opinion dated October 21, 2013, cited reasons for the sanction.

**WEBER, Erin Marie (aka Anderson, Erin Weber)** – Disbarred on March 28, 2014, effective immediately, as a reciprocal matter to her Virginia disbarment on June 5, 2012, for misappropriation of funds as a Court-appointed Conservator.

### **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 2014, there were 1,354 targeted mail solicitations, down from 1,658 in FY 2013. This continues a downward trend, as in FY 2012, there were 1,819 such submissions. Of the submissions to Bar Counsel this year, twenty-eight (28) letters required revisions. The reasons for the necessary revisions include the failure to have appropriate wording in the solicitation, the failure to include required wording on the advertising envelope, and the font size of the required wording being too small. In FY 2013, fifty-six (56) letters required revision.

### **ATTORNEY TRUST ACCOUNT OVERDRAFTS**

Maryland Rule 16-610 permits approved financial institutions to maintain attorney trust accounts. Those approved institutions must agree promptly to report overdrafts on such accounts to Bar Counsel. Upon receipt of the bank’s report, Bar Counsel seeks an explanation from the attorney. This year, there were one hundred and thirty-two (132) overdraft notifications, down from one hundred and fifty two (152) in FY2013. Eight (8) were transferred to docketed status for further investigation, down from twenty-three (23) in FY 2013. The reasons for docketing were:

a) Improperly Using Escrow Account	2
b) Commingling	2
c) Other Docketed Case on Attorney	2
d) Disbarred Attorney Using Escrow Account	1
e) Cash Withdrawals	<u>1</u>
Total	8

Twenty-four (24) overdrafts were attributed to some form of bank error that included fees charged in error, transfers from the wrong account, incorrect postings and incorrect dollar amounts.

## **CONSERVATORSHIPS**

When an attorney is deceased, disbarred or suspended, and there is no responsible attorney 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 in the county where the attorney was licensed to practice, an appointment of a conservator is ordered, the files of the attorney are marshalled 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 2014, ten (10) conservatorships were established and members of Bar Counsel's staff were appointed as the conservator in two (2) cases. Private lawyers were appointed as Conservators in the remaining eight (8) cases. One (1) conservatorship was closed during the fiscal year. There are twenty six (26) pending conservatorship cases at the end of FY 2014, including the ten (10) which were established. Bar Counsel staff members were appointed as Conservators in ten (10) of the cases, and third parties were appointed as Conservators in the remaining sixteen (16) cases.

## **CONSERVATORSHIPS FISCAL YEAR 2014**

### **Opened July 1, 2013 through June 30, 2014 Third Party or AGC Appointed**

- |     |                    |                       |
|-----|--------------------|-----------------------|
| 1.  | Ronald Hogg        | 3rd party             |
| 2.  | Arthur Rhoads      | AGC                   |
| 3.  | Douglas Taylor     | AGC                   |
| 4.  | Elizabeth Campbell | 3rd party             |
| 5.  | Charles Kountz     | 3rd party             |
| 6.  | Robert McIntosh    | 3 <sup>rd</sup> party |
| 7.  | Lee Sachs          | 3 <sup>rd</sup> party |
| 8.  | Robert Sapero      | 3 <sup>rd</sup> party |
| 9.  | Robert Stocksdale  | 3 <sup>rd</sup> party |
| 10. | Steven Vogulhut    | 3 <sup>rd</sup> party |

### **Closed July 1, 2013 through June 30, 2014**

- |    |                   |                       |
|----|-------------------|-----------------------|
| 1. | Stacy Leigh Allen | 3 <sup>rd</sup> party |
|----|-------------------|-----------------------|

### **Pending**

- |     |                        |                       |
|-----|------------------------|-----------------------|
| 1.  | Charles A. Bruce, Jr.  | 3rd party             |
| 2.  | John F. Burgan         | 3rd party             |
| 3.  | Olivia Desiree Cammack | AGC                   |
| 4.  | Ranji M. Garrett       | AGC                   |
| 5.  | Lynn A. Lubitz         | 3rd party             |
| 6.  | Jeffrey J. Plum        | 3rd party             |
| 7.  | David M. Robaton       | AGC                   |
| 8.  | Vivek Sawhney          | AGC                   |
| 9.  | Monica Doherty         | AGC                   |
| 10. | Walter Booth           | 3 <sup>rd</sup> party |
| 11. | Matthew J. Salafia     | AGC                   |
| 12. | Frank Jenkins          | AGC                   |
| 13. | Robert Buettner        | AGC                   |
| 14. | Matthew G. Tayback     | 3 <sup>rd</sup> party |
| 15. | Donald Messenger       | 3 <sup>rd</sup> party |
| 16. | Timothy Street         | 3 <sup>rd</sup> party |

## **PEER REVIEW COMMITTEE**

This fiscal year 350 lawyers and 78 non-lawyers agreed to volunteer their time to participate in the peer review process. There were 109 peer review meetings scheduled, compared to 113 last year, a decline of 3.54%. Seventeen (17) panels heard more than one complaint against a respondent attorney. A total of 140 complaints were subject to Statement of Charges. In thirty-four per cent (34%) of the complaints addressed by peer review panels, public charges were recommended; four per cent (4%) conditional diversion; six per cent (6%) reprimand; seven per cent (7%) dismissal; and eleven per cent (11%) dismissal with a warning. Ten per cent (10%) were terminated prior to the meeting due to the non-cooperation of the respondent attorney. Fifteen per cent (15%) were pending at the end of the fiscal year. The Commission makes the final decision after receiving a recommendation from a Peer Review Panel. This fiscal year the Commission overturned thirteen (13) recommendations, all of which resulted in greater disciplinary exposure for the attorneys.

The average time to hold the panel meeting after the panel was constituted was forty-nine (49) days, and the average time for filing of the panel report was eighteen (18) days after the meeting.

Montgomery County (27) and Baltimore City (22) had the highest number of Peer Review Panel meetings while ten (10) counties had none during the fiscal year.

## **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, then a conditional diversion agreement may be executed with the approval of the Commission. The agreement may have a variety of conditions, tailored to the needs of the attorney, recognizing any harm done to the complainant. Those conditions may include one or more of the following: an apology to a complainant, attendance at educational seminars, the appointment of a practice monitor for a specified period of time, hiring an accountant to instruct on proper bookkeeping practices, psychiatric and psychological treatment, and other conditions, as well.

Such agreements usually conclude the disciplinary process. Ordinarily, the attorney has not been the subject of prior complaints. This fiscal year twenty-one (21) conditional diversion agreements were entered into. Seventeen (17) conditional diversion agreements were administratively closed or otherwise terminated and a total of thirty-nine (39) were pending at the end of the fiscal year.



## **UNAUTHORIZED PRACTICE OF LAW INVESTIGATIONS**

There were forty-four (41) files opened for investigation this fiscal year, down from fifty-five (55) files in FY 2013. Of the forty-four (44), investigation led to a finding of no unauthorized practice of law in twelve (12) cases. Six (6) individuals voluntarily agreed to cease the unauthorized practice. Six (6) individuals were referred to out of state disciplinary authorities and six (6) were referred to a State's Attorney's Office for prosecution of the offending individual. Two (2) were referred to the Office of the Attorney General for handling. The balance of the files, nine (9), remained open at the end of the fiscal year.

## **ACTIVITIES OF PROFESSIONAL STAFF**

Glenn M. Grossman was an instructor at the mandatory professionalism course for new bar admittees and appeared at two risk management seminars sponsored by CNA Insurance Company and insurance broker Rossmann-Hurt-Hoffman. He spoke at the Maryland Judicial Institute on the subject of trying an attorney disciplinary case, before the Business Law Institute of the Maryland State Bar Association (MSBA) on ethical issues for transactional lawyers and he appeared before the University of Maryland Forensic Psychiatry Fellowship Seminar. Mr. Grossman was a panelist at the National Organization of Bar Counsel Mid-Year Meeting in Chicago and spoke on the subject of Diversion. He also spoke at several bar association and Inns of Court-sponsored events and participated in a District of Columbia Bar Association's continuing legal education program on ethics. He lectured on ethics, professionalism and the disciplinary system at both the state's law schools.

Raymond Hein and JaCina Stanton appeared at the Maryland Association for Justice Automobile Negligence Seminar and spoke about common disciplinary issues and trust account record-keeping requirements for personal injury lawyers. Ms. Stanton also lectured before a Negotiation class at the Howard University Law School. Mr. Hein maintained his membership on the Ethics Review Panel of the Baltimore County Public Schools.

Lydia Lawless spoke before the Elder Law Section of the Maryland State Bar Association on 2014 Hot Topics in Elder Law and she also appeared as a panelist at the MSBA Annual Meeting at a program sponsored by the Ethics Committee. Ms. Lawless also spoke to the MSBA Leadership Academy on "Civility and Professionalism: Well-Mannered and Civil Litigation" and was a judge at the Capitol City Challenge mock trial competition. Ms. Lawless also authored articles for the Maryland Bar Journal, The Maryland Litigator and Trial Reporter, a publication of the Maryland Association for Justice.

Marianne Lee was a judge for mock congressional hearings at a Howard County Public School.

James Gaither authored articles for the Maryland Bar Journal on the topics of peer review procedures and on technology competencies. He also wrote for the Maryland Litigator on the limitations of zealous advocacy.

**THE COMMISSION**

(As of June 30, 2014)

Linda H. Lamone, Esq. Chair  
J. Donald Braden, Vice-Chair  
Betty Smith Adams, Esq.  
Jeffrey P. Ayers, Esq.  
John A. Bielec, Esq.  
Louise T. Keelty, Esq.  
Thomas A. McManus, Esq.  
Kerry D. Staton, Esq.  
C. Mayda Tsaknis, Esq.  
Timothy Phelps, Public Member  
Barry P. Gossett, Public Member  
Linda Bowler Pierson, Secretary, Public Member

Executive Secretary

Kendall R. Ruffatto

Administrative Assistant to Executive Secretary

Jane F. Carr

**ATTORNEY STAFF MEMBERS**

(As of June 30, 2014)



**Bar Counsel**

Glenn M. Grossman

**Deputy Bar Counsel**

Raymond A. Hein

**Senior Assistant Bar Counsel**

Dolores O. Ridgell  
Marianne J. Lee

**Assistant Bar Counsel**

JaCina N. Stanton  
James N. Gaither  
Caroll G. Donayre  
Lydia E. Lawless Amy  
S. Paulick

**Staff Attorney**

Lisa B. Mezrich  
C. Shea McSpaden

**STAFF MEMBERS**

**Investigators**

Marc O. Fiedler, Lead Investigator  
Michael H. Peregoy  
William M. Ramsey  
Edwin P. Karr  
Robert C. Versis  
Charles E. Miller  
Natalie A. Heinbuch

(Staff Members Continued):

**Paralegals**

Kandace L. Harries  
Robyna S. Hill

**Office Manager**

Debra L. Zachry

**Secretaries**

Sharon D. Gross  
Susan G. Townshend  
Debora A. Goodrick  
Nancy M. LaRocque  
Debbie L. Long  
Tracey Foster

**Receptionist**

Nancy I. Sale

**File Clerk**

Tammy Vosbury

**TEN (10) YEAR COMPARISON CHART**

July 1, 2004 through June 30, 2014

	2004-2005	2005-2006	2006-2007	2007-2008	2008-2009	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014	10 Year Totals
<b>New Cases Received</b>	2,031	2,244	1,940	2,053	1,885	2,003	2,321	2,037	1,963	2,082	20,559
<b>Cases not Docketed</b>	1,562	1,844	1,589	1,647	1,532	1,597	1,880	1,648	1,604	1,717	16,620

**Cases Docketed**

Docketed Complaints (Prima facia misconduct indicated)	469	400	351	406	353	406	429	382	320	330	3,846
Reinstatement Petitions Received	n/a	n/a	n/a	n/a	n/a	n/a	12	7	16	22	57
Attorney Trust Account Overdraft Notice (*)	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	23	8	31
Resignation (*)	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	3	3
Unauthorized Practice of Law (*)	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	2	2
<b>TOTALS</b>	<b>469</b>	<b>400</b>	<b>351</b>	<b>406</b>	<b>353</b>	<b>406</b>	<b>441</b>	<b>389</b>	<b>359</b>	<b>365</b>	<b>3,939</b>

<b>Docketed Cases Concluded</b>	472	441	368	414	375	361	375	431	376	368	3,981
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**Dispositions (by number of Attorneys)**

Disbarred	10	10	9	11	5	15	11	23	16	18	128
Disbarred by Consent	14	12	8	10	13	13	13	22	21	8	134
Suspension	22	21	20	24	18	13	8	15	21	29	191
Interim Suspension	1	2	1	0	1	0	1	0	3	4	13
Public Reprimand by Court	3	10	3	9	6	4	6	7	5	9	62
Public Reprimand by Commission	22	16	16	12	20	31	27	26	23	19	212
Inactive Status	1	3	4	1	0	4	2	3	2	3	23
Dismissed by Court	4	4	4	7	8	11	5	5	10	6	64
Petitions for Reinstatement Granted	10	1	3	9	7	0	5	0	6	11	52
Petitions for Reinstatement Denied	0	4	5	7	7	7	7	3	5	7	52
Petitions for Reinstatement Withdrawn	0	0	0	0	0	0	0	0	1	6	7
Resignations	0	0	2	1	0	0	0	0	0	0	3
Resignation Denied	0	0	0	0	0	0	0	0	0	2	2
<b>TOTALS</b>	<b>87</b>	<b>83</b>	<b>75</b>	<b>91</b>	<b>85</b>	<b>98</b>	<b>85</b>	<b>104</b>	<b>113</b>	<b>122</b>	<b>943</b>

Number of active Attorneys admitted to practice law in Maryland	32,066	32,390	33,018	33,400	34,569	34,506	35,515	36,579	37,290	37,266
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(\*) New Category beginning FY 2014

**ATTORNEY GRIEVANCE COMMISSION OF MARYLAND**  
**STATISTICAL REPORT**  
 Fiscal Year 2014

<b>REASONS FOR DISCIPLINARY ACTION:</b>		
Represents number of cases resulting in sanctions - excludes reinstatement, resignation, inactive status, dismissal by the court, or monitoring. Disciplinary action may have resulted from several rule violations, <u>only the primary rule violated</u> is indicated below.	<b>2012- 2013</b>	<b>2013 - 2014</b>
Competent representation, diligence, communication, neglect and abide by client's decisions	27	22
Misconduct - dishonesty, fraud, deceit, or misrepresentation	9	22
Misconduct - prejudicial to administration of justice or unauthorized practice of law	9	9
Criminal Act or Conviction	2	8
Misappropriation - theft of client's funds, estate funds, fiduciary funds or law firm funds	14	1
Excessive fee, improper division of fee or illegal fee	6	1
Incompetence (substance abuse, mental or physical illness)	0	0
Responsibility of actions by subordinate lawyer or non-legal personnel	3	4
Conflict of Interest	5	4
Failure to maintain complete records, account to client or others, maintain trust account, or safeguard funds	10	9
Commingling	1	2
Failure to respond to disciplinary agency	1	2
<b>TOTAL:</b>	<b>87</b>	<b>84</b>

**ATTORNEY GRIEVANCE COMMISSION OF MARYLAND**  
**STATISTICAL REPORT**  
 Fiscal Year 2014

**OVERVIEW**

<b>NEW CASES RECEIVED</b>	<b>FY 2013</b>	<b>FY 2014</b>
Complaint	1946	1906
Attorney Trust Account Overdraft Notice (*)	152	132
Resignation (*)	0	3
Unauthorized Practice of Law (*)	54	41
<b>TOTAL:</b>	2152	2082

<b>NEW DOCKETED CASES</b>	<b>FY 2013</b>	<b>FY 2014</b>
Complaint	320	330
Attorney Trust Account Overdraft Notice	23	8
Reinstatement Petitions Received	16	22
Resignation (*)	n/a	3
Unauthorized Practice of Law (*)	n/a	2
<b>TOTAL:</b>	359	365

(\*) New category FY 2014

**ATTORNEY GRIEVANCE COMMISSION OF MARYLAND**  
**STATISTICAL REPORT**  
 Fiscal Year 2014

<b>LAW PRACTICE CATEGORY</b>	<b>FY 2013</b>	<b>FY 2014</b>
Attorney Trust Account	21	9
Bankruptcy	20	28
Business Matters	0	1
Civil Litigation	64	42
Contract	5	7
Criminal	27	55
Employment Law	15	10
Family Law	45	55
Immigration	9	15
Injury to Persons, Property, etc.	42	41
Local Government	0	0
Other Categories	62	52
Patent and Trademark	0	0
Probate	15	18
Real Estate	19	12
Reinstatement	15	20
Tax	0	0
<b>TOTAL:</b>	<b>359</b>	<b>365</b>



**ATTORNEY GRIEVANCE COMMISSION OF MARYLAND**  
**STATISTICAL REPORT**  
Fiscal Year 2014

<b>PRIMARY MD RULES OF PROFESSIONAL CONDUCT VIOLATED</b>		<b>FY 2013</b>	<b>FY 2014</b>
<b>(Primary rule violated may change during the course of the case)</b>			
<b>1.01</b>	Competence	20	13
<b>1.02</b>	Scope of representation/allocation of authority	7	7
<b>1.03</b>	Diligence	34	47
<b>1.04</b>	Communication	54	65
<b>1.05</b>	Fees	13	7
<b>1.06</b>	Confidentiality of Information	3	1
<b>1.07</b>	Conflict of Interest: General Rule	2	6
<b>1.08</b>	Conflict of Interest: Current Clients: Specific Rules	8	6
<b>1.09</b>	Duties to Former Clients	1	3
<b>1.11</b>	Special Conflicts of Interest for Former and Current Government Officers	0	1
<b>1.14</b>	Client with Diminished Capacity	1	0
<b>1.15</b>	Safekeeping Property	44	51
<b>1.16</b>	Declining or Terminating Representation	18	14
<b>3.1</b>	Meritorious Claims and Contentions	1	1
<b>3.3</b>	Candor Toward the Tribunal	5	7
<b>3.4</b>	Fairness to Opposing Party and Counsel	2	1
<b>4.1</b>	Truthfulness in Statements to Others	1	0
<b>4.2</b>	Communication with Person Represented by Counsel	3	5
<b>5.1</b>	Responsibilities of Partners, Managers, and Supervisory Lawyers	0	0
<b>5.2</b>	Responsibilities of a Subordinate Lawyer	1	0
<b>5.3</b>	Responsibilities Regarding Nonlawyer Assistants	10	11
<b>5.5</b>	Unauthorized Practice of Law; Multijurisdictional Practice of Law	7	7
<b>7.1</b>	Communications Concerning a Lawyer's Services	0	1
<b>7.2</b>	Advertising	1	1
<b>7.3</b>	Direct Contact with Prospective Clients	0	2
<b>7.5</b>	Firm Names and Letterheads	1	0
<b>8.1</b>	Bar Admission and Disciplinary Matters	20	11
<b>8.2</b>	Judicial and Legal Officials	2	1
<b>8.4 (a)</b>	Misconduct - Violate or attempt to violate rules through another	8	2
<b>8.4 (b)</b>	Misconduct - Commit a criminal act	9	10
<b>8.4 (c)</b>	Misconduct - Dishonesty, fraud, deceit, misrepresentation	34	28
<b>8.4 (d)</b>	Misconduct - Prejudicial to administration of justice	22	30
<b>8.4 (e)</b>	Misconduct - Knowingly manifest by words/conduct - bias/prejudice	0	0
<b>Other</b>	Other (Reinstatement, Reciprocal, Inactive, etc)	20	26
<b>TOTAL:</b>		<b>359</b>	<b>365</b>

**ATTORNEY GRIEVANCE COMMISSION OF MARYLAND**  
**STATISTICAL REPORT**  
Fiscal Year 2014

<b>DOCKETED CASES BY LOCALE</b>	<b>FY 2013</b>	<b>FY 2014</b>
Allegany County	3	3
Anne Arundel County	16	18
Baltimore City	53	52
Baltimore County	63	97
Calvert County	2	0
Caroline County	1	0
Carroll County	2	4
Cecil County	2	1
Charles County	3	3
Dorchester County	5	4
Frederick County	5	2
Garrett County	0	2
Harford County	11	5
Howard County	25	26
Kent County	2	0
Montgomery County	60	68
Prince George's County	51	37
Queen Anne's County	2	1
Somerset County	0	0
St Mary's County	2	0
Talbot County	6	3
Washington County	3	6
Wicomico County	5	1
Worcester County	0	0
Out of State	37	32
<b>TOTAL:</b>	<b>359</b>	<b>365</b>

**ATTORNEY GRIEVANCE COMMISSION OF MARYLAND**  
**STATISTICAL REPORT**  
Fiscal Year 2014

<b>DISPOSITIONS OF CASES DOCKETED</b>	<b>FY 2013</b>	<b>FY 2014</b>
Administratively Closed	57	51
CDA and Reprimand	0	0
Disbarment	27	26
Disbarment by COA	0	0
Disbarment by Consent	62	16
Dismissed	66	87
Dismissed by Court	17	7
Dismissed Peer Review	2	9
Dismissed with Warning	61	58
Dismissed with Warning - Peer Review	7	8
Inactive	0	1
Inactive By Consent	2	2
Indefinite Suspension	8	13
Indefinite Suspension by Consent	17	22
Reinstatement - Denied	5	7
Reinstatement - Granted	6	11
Reinstatement – Withdrawn	1	6
Reprimand	0	0
Reprimand - Commission	28	20
Reprimand by COA	0	3
Reprimand by Consent - COA	5	6
Reprimand by Consent - Commission	0	1
Resignation	0	0
Resignation Denied	0	1
Resignation w/Prejudice	0	0
Suspension	0	1
Suspension (Misc.)	0	0
Suspension 1 Year	0	1
Suspension 20 Days	0	0
Suspension 30 Days	2	1
Suspension 30 days by Consent	0	2
Suspension 6 Months	0	1
Suspension 60 Days	1	3
Suspension 90 Days	2	3
Suspension Indefinite (Stayed)	0	0
Warning - Peer Review	0	0
<b>TOTAL:</b>	376	367

**ATTORNEY GRIEVANCE COMMISSION OF MARYLAND  
STATISTICAL REPORT**

Fiscal Year 2014

<b>DISCIPLINARY ACTION (# of Attorneys)</b>	<b>FY 2013</b>	<b>FY 2014</b>
Disbarment	16	18
Disbarment by Consent	21	8
Suspension	21	29
Dismissed by Court	10	6
Inactive	0	1
Inactive By Consent	2	2
Interim Suspension	3	4
Reinstatement - Denied	5	7
Reinstatement - Granted	6	11
Reinstatement – Withdrawn	1	6
Reprimand - Commission	23	18
Reprimand by COA	0	3
Reprimand by Consent - COA	5	6
Reprimand by Consent - Commission	0	1
Resignation Denied	0	2
<b>TOTAL:</b>	<b>113</b>	<b>122</b>

**ATTORNEY GRIEVANCE COMMISSION OF MARYLAND**  
**STATEMENTS OF BUDGET, RECEIPTS, EXPENDITURES AND FUND BALANCE**  
**FOR THE YEARS ENDED JUNE 30, 2014 and 2013**

	2014			2013		
	Actual	Budget	Variance Positive (Negative)	Actual	Budget	Variance Positive (Negative)
<b>RECEIPTS</b>						
Attorney assessments	\$ 4,069,133	\$ 3,916,500	\$ 152,633	\$ 4,163,412	\$ 4,018,960	\$ 144,452
Investment income	32,269	50,000	(17,731)	35,048	75,000	(39,952)
Recovered court costs	52,597	25,000	27,597	42,513	17,000	25,513
Fees from CPF - administrator	131,218	129,660	1,558	119,790	119,538	252
Fees from CPF - secretarial	79,446	59,347	20,099	55,594	55,304	290
Fees from CPF - administrative assistant	81,812	78,415	3,397	73,389	72,649	740
Fees from CPF - office clerk	64,380	50,074	14,306	42,948	32,423	10,525
Total receipts	4,510,855	4,308,996	201,859	4,532,694	4,390,874	141,820
<b>EXPENDITURES</b>						
Salary - bar counsel	135,196	135,196	-	133,198	133,198	-
- deputy bar counsel	104,619	104,619	-	106,893	106,893	-
- assistant bar counsel	622,614	668,469	45,855	659,469	603,433	(56,036)
- investigators	411,120	411,122	2	474,426	448,325	(26,101)
- office mgr. & admn. assistant	124,421	185,819	61,398	133,862	135,055	1,193
- paralegal	89,447	119,012	29,565	72,674	127,568	54,894
- secretaries	246,250	365,532	119,282	267,689	375,180	107,491
- CPF - secretarial	53,469	37,541	(15,928)	34,481	34,481	-
- CPF - administrator	94,474	94,474	-	86,547	86,547	-
- CPF - administrative assistant	51,360	51,360	-	47,080	47,080	-
- CPF - clerk	33,580	33,580	-	31,640	24,016	(7,624)
- Legal secretary	50,640	50,640	-	49,892	49,892	-
- Executive secretary	109,191	109,191	-	107,578	107,578	-
FICA	127,587	146,727	19,140	133,269	141,021	7,752
Medicare	29,896	34,315	4,419	31,048	32,981	1,933
Employee benefits	699,926	739,416	39,490	717,077	711,169	(5,908)
Telephone	16,111	20,000	3,889	12,441	29,340	16,899
Photocopy	23,515	15,000	(8,515)	12,143	12,400	257
Postage meter	5,018	5,500	482	4,160	5,500	1,340
Office supplies	40,401	35,000	(5,401)	32,989	35,000	2,011
Postage	27,512	28,000	488	27,532	28,000	468
Insurance and bonds	17,485	18,000	515	11,358	16,000	4,642
Travel and mileage	64,004	66,500	2,496	56,059	66,500	10,441
Equipment maintenance	15,377	15,000	(377)	3,618	4,500	882
Temporary Contractual Staffing	14,547	25,000	10,453	-	-	-
Dues/professional organizations	9,440	10,000	560	5,000	15,000	10,000

The accompanying notes are an integral part of the financial statements.

**ATTORNEY GRIEVANCE COMMISSION OF MARYLAND**  
**STATEMENTS OF BUDGET, RECEIPTS, EXPENDITURES AND FUND BALANCE**  
**YEARS ENDED JUNE 30, 2014 and 2013 (Continued)**

	2014			2013		
	Actual	Budget	Variance Positive (Negative)	Actual	Budget	Variance Positive (Negative)
<b>EXPENDITURES (Continued)</b>						
Investigator/related costs	121,253	96,000	(25,253)	124,209	96,000	(28,209)
Contin. Education & related cost	17,900	25,000	7,100	18,198	15,000	(3,198)
Staff Functions	10,309	10,000	(309)	-	-	-
Depositions and transcripts	26,329	26,000	(329)	19,338	26,000	6,662
Commission expenses	10,554	15,000	4,446	8,174	15,000	6,826
Peer review committee	78,067	110,079	32,012	68,498	110,079	41,581
Audit and periodic support	17,500	20,000	2,500	17,500	18,000	500
Bank fees	948	600	(348)	631	400	(231)
Outside legal and software support	3,492	6,000	2,508	14,343	5,000	(9,343)
Conservatorship costs	22,881	12,500	(10,381)	9,691	12,500	2,809
Office furniture	3,437	15,000	11,563	954	25,000	24,046
Computer hardware and software	149,821	150,000	179	112,085	150,000	37,915
Peer review training seminars	-	10,000	10,000	-	10,000	10,000
Law library	22,034	17,000	(5,034)	20,340	13,000	(7,340)
Case Management System Development	442,220	300,000	(142,220)	357,940	300,000	(57,940)
Lawyer assistance program	101,984	102,784	801	102,784	97,128	(5,656)
Office supplies	1,623	2,500	878	2,453	2,500	47
Mailing costs	1,500	2,500	1,000	119	2,500	2,381
Equipment purchases	4,834	10,500	5,666	2,957	10,500	7,543
Equipment maintenance	3,924	4,800	876	3,175	4,800	1,625
Telephone	100	3,000	2,900	100	3,000	2,900
Miscellaneous	300	1,000	700	348	1,000	652
Retiree Health Insurance Credit Plan	61,446	5,000	(56,446)	56,620	20,000	(36,620)
Compensated absences	(41,725)	-	41,725	30,512	-	(30,512)
<b>Total Expenditures</b>	<b>\$ 4,277,933</b>	<b>\$ 4,470,276</b>	<b>\$ 192,343</b>	<b>\$ 4,223,090</b>	<b>\$ 4,314,064</b>	<b>\$ 90,974</b>
<b>INCREASE IN UNRESTRICTED FUND BALANCE</b>						
<b>BEFORE COURT ORDERED TRANSFER</b>	<b>\$ 232,922</b>	<b>\$ (161,280)</b>	<b>(394,202)</b>	<b>\$ 309,604</b>	<b>\$ 76,810</b>	<b>(232,794)</b>
<b>Court Ordered Transfer</b>	<b>\$ 2,495,109</b>	<b>\$ 2,495,109</b>	<b>-</b>	<b>\$ 72,000</b>	<b>300,000</b>	<b>228,000</b>
<b>INCREASE (DECREASE) IN UNRESTRICTED FUND BALANCE</b>	<b>\$ (2,262,187)</b>	<b>\$ (2,656,389)</b>	<b>(394,202)</b>	<b>\$ 237,604</b>	<b>\$ (223,190)</b>	<b>(460,794)</b>
<b>UNRESTRICTED FUND BALANCE, BEGINNING OF YEAR</b>	<b>5,577,778</b>			<b>5,340,174</b>		
<b>RESTRICTED FUND BALANCE</b>	<b>107,142</b>			<b>-</b>		
<b>UNRESTRICTED FUND BALANCE, END OF YEAR</b>	<b>3,208,448</b>			<b>5,577,778</b>		

The accompanying notes are an integral part of the financial statements.

