

## Inside This Issue

Res Gestae, pg. 2  
Dinner Dance Honorees, pg. 3  
New Telephone Recording  
Policy at the Adult Detention  
Center, pg. 4  
Marketing for the Small Law  
Firm, pg. 4  
Treasurer's Report, pg. 5  
PWCBF News, pg. 5  
Audit/Budget Report, pg. 6  
2003 Beat the Odds®  
Celebration, pg. 6  
Northern Virginia Legal  
Directory, pg. 6  
Dinner Dance & Silent Auction  
Wrap-up, pg. 7  
MCLE Reporting  
Requirements, pg. 8  
Library Committee Hears from  
Members, pg. 8  
Classifieds, pg. 8  
Membership & Mentoring,  
pg. 9  
Inclement Weather Policy,  
pg. 9  
Announcements, pg. 10  
Up Coming CLEs, pgs. 10, 11  
PWCBF Welcomes New  
Members, address changes,  
pg. 12.

## Inserts

- ◆ Nuts and Bolts CLE registration form
- ◆ Open House

# Hear Ye! Hear Ye!

*News from the Prince William County Bar Association*

**Volume VIII Issue II**

**March 2003**

## President's Message

*By Gail R. Prentiss*

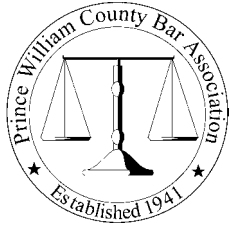
I am told that when the proverbial groundhog emerged from his borough on February 2<sup>nd</sup> this year, he took one look at the weather and the workload and called Donna McIntosh to plan spring! February was indeed an action-packed month for the PWCBF, during which the efforts of many culminated in a variety of events from informational programs to entertainment on a grand scale.

Despite coinciding with a major snowstorm, the first program of the luncheon speaker series, designed to provide our members with information and resources relating to topics of concern, was presented at the February general membership meeting. The presentation was on the topic of risk management and featured two extremely informative (albeit somewhat frozen) speakers from the Virginia State Bar. Janean Johnston, who runs the VSB Law Office Audits program, explained how small firms can obtain a review of their individual office practices and procedures at an extremely nominal cost, and provided a written checklist for those members interested in conducting a self-evaluation. Next, John Brandt, Risk Manager for the VSB, described a confidential toll-free hotline, which he operates, that attorneys can call for advice and guidance on various risk management issues. Mr. Brandt also provided an overview of the current financial situation concerning malpractice insurer ANLIR, took numerous questions on the subject, and provided members with invaluable information on steps concerned attorneys may want to consider in assessing their individual positions and options. The program was extremely timely in light of recent events, and very well received.

Months of planning and preparation on the part of Donna McIntosh and the Silent Auction Committee culminated with the unbridled success of the Annual Dinner Dance and Silent Auction on February 8<sup>th</sup>. For anyone who could not attend, mark your calendars for next year – this event is a first rate gala which has also become host to a successful fundraiser for the Bar Foundation. Good food, good company, and an exceptional dance band combined with the fun of bidding on the large variety of auction items to create a particularly festive atmosphere. Of course, the awards ceremony was the centerpiece of the evening and we were most fortunate to have the participation of many of our judges in honoring this year's recipients. We were particularly honored this year by the presence of Judge Arthur Sinclair, to personally present the Professionalism Award that bears his name. A complete list of the awards and the award recipients is included in the *Res Gestae* column in this issue, and it is my personal pleasure on behalf of the entire membership to express congratulations to each of them on their well-deserved recognition.

Various exciting events are coming up in March as well. First, I am pleased to announce that Dan Hayes and Alissa Hudson will be guest speakers at the annual Bar Leaders Institute conference in Richmond on March 3<sup>rd</sup>. Dan will conduct a breakout session on "Budget Planning and Managing Tight Budgets" and Alissa will speak on Multi-Bar/Community

*Continued, Page 2*



Prince William County  
Bar Association, Inc.  
P.O. Box 31  
Manassas, Virginia 20108

Offices in Judicial Center  
9311 Lee Avenue  
Manassas, Virginia 20110

TEL (703) 393-2306  
FAX (703) 331-5683  
Email: [info@pwcba.org](mailto:info@pwcba.org)  
Web site: [www.pwcba.org](http://www.pwcba.org)

**2003  
Officers and Directors**

Gail R. Prentiss  
President  
(703) 369-4738

Kathleen Latham Farrell  
Immediate Past President  
(703) 335-9390

D. Scott Bailey  
President Elect  
(703) 792-6050

John V. Notarianni  
Secretary  
(703) 792-6050

Robert P. Coleman  
Treasurer  
(703) 361-8246

Angela Lemmon Horan  
Director 1999-04  
(703) 792-6620

Elaine Trautwein  
Director 2000-05  
(703) 335-1335

Robert M. Cooper, Jr.  
Director 2002-06  
(703) 361-8246

Daniel J. Morissette  
Director 2003-07  
(703) 369-1987

Craig D. Johnston  
Bar Council Rep. 2001-04  
(703) 368-9196

# Res Gestae

*By Gail R. Prentiss  
President*

**Donna McIntosh** - Chair of the Entertainment Committee and Silent Auction Committee, for her outstanding production of the 2003 Dinner Dance and Silent Auction. As many of you know, Donna is not only the chair of the entertainment committee, she IS the entertainment committee. For many years, Donna has undertaken the responsibility for planning, coordinating and supervising every aspect of the PWCBA's annual gala event, from booking the location and the band, to arranging the menu, producing the programs and decorating (yes, that was Donna personally sprinkling confetti on each table!) This year, in addition to putting on a splendid party which was enjoyed by all, Donna also took on the tremendous task of organizing the Silent Auction which was held in conjunction with the Dinner Dance. Special thanks also go out to the other members of the Silent Auction Committee (**Dick Boatwright, George DiPolo, Susan Grogan, Barbara Stough and Mary Bergere**) whose hard work in soliciting donations greatly expanded the size and scope of the auction; and to the donors who generously donated time, services and items for the benefit of the Prince William County Bar Foundation.

**Angela Horan** - Once again, Angela was the individual in charge of the recognition awards given at the Dinner Dance. Her behind-the-scenes efforts to insure that all of the award plaques were made, engraved, and delivered contributed greatly to the success of the Dinner Dance.

**The Sponsors** - In addition to supporting the Bar and the Foundation through the efforts of their respective attorneys and staff, the following Dinner Dance sponsors deserve special recognition for their financial support of the event. Because of the additional funds received through their sponsorship contributions, the membership was able to enjoy additional refreshments and services that would not otherwise have been available: **Wallace S. Covington, III; Smith, Hudson & Carluzzo, P.C.; Stephens, Boatwright, Primeau, Cooper & Coleman, P.C.; Szabo, Zelnick & Erickson, P.C.; and Vanderpool, Frostick, & Nishanian, P.C.**

**The Award Recipients** - The members of our Bar who received awards at the Dinner Dance have demonstrated excellence in their professional lives which has elevated the reputation of our profession and our bar, as well as their own individual reputations. They are: **Elizabeth Von Keller** ( Circuit Court-Appointed Attorney of the Year); **Tracey Lenox** ( General District Court-Appointed Attorney of the Year); **Mark Newman** ( Juvenile& Domestic Relations District Court-Appointed Attorney of the Year); **Arthur Von Keller IV** (Juvenile& Domestic Relations District Court GAL of the Year); **Allen Newcomb** (Pro-Bono Attorney of the Year; and **Sharon Pandak** ( Arthur Sinclair Professionalism Award Recipient). Congratulations to all.

*President's Message, Continued*

Partnering as a result of her successful production of the multi-jurisdictional Legislative Issues Forum. These invitations were an honor and a tribute to the statewide reputation of our bar, which will undoubtedly be further enhanced by these presentations. The informational speaker series will continue at the March membership meeting with a presentation from John Shea, author of "Marketing for the Small Law Firm: Inexpensive Ways to Keep Up with the Big Guys", published by the Virginia Trial Lawyers Association; and an Open House will be held on March 6<sup>th</sup> at the law firm of Vanderpool, Frostick & Nishanian from 5:00 to 7:30 pm, following the Nuts and Bolts CLE to celebrate, among other things, the kick-off of the Membership and Mentoring Committee. I look forward to seeing you there.



*(Left) Sharon E. Pandak recipient of Arthur W. Sinclair Professionalism award with Judge Sinclair. (Right) E. Allen Newcomb, recipient of the Pro bono Attorney of the Year award with Gail Prentiss.*



*(Left) Elizabeth von Kelle, Circuit-Court Appointed Attorney of the Year with Judge Alston. (Right) Tracey Lennox, General District-Court Appointed Attorney of the Year with Judge Farris.*



*Rusty von Keller, J & DR District Court-Guardian ad litem of the Year with Judge O'Brien.*

**2003**

**Standing Committee Chairs**

Daniel G. Hayes  
Budget and Audit  
(703)368-0707

Catherine S. Croft  
CLE  
(703)335-9390

Kathleen Latham Farrell  
Community Outreach  
(703) 335-9390

Casey R. Stevens  
Criminal Law  
(703)897-1777

Donna M. McIntosh  
Entertainment  
(703)361-0776

Barbara M. Stough  
Family Law  
(703) 365-0090

Kevin P. Childers  
Judicial Evaluation  
(703)330-6300

Gail R. Prentiss  
Judicial Liaison  
(703)369-4738

D. Alden (Dan) Newland  
Judicial Screening  
(703)330-0000

Angela Lemmon Horan  
Legislative Affairs  
(703)792-6620

Helen E. Marmol  
Library  
(703)754-7474

Kristina Keech Spitler  
Membership & Mentoring  
(703)369-4738

Amy Ashworth  
Nominations  
(703)330-3200

Rusty von Keller  
*Pro bono*  
(703)361-2299

D. Scott Bailey  
Professionalism  
(703) 792-6050

Wendy A. Alexander  
Public Relations  
(703)330-7400

## **Office Hours Prince William County Bar Association, Inc.**

9:00 AM to 12:00 Noon  
Monday through Friday  
Afternoons by Appointment  
Telephone (703) 393-2306  
Fax (703) 331-5683

The PWCBA Office is located on the lower level of the Judicial Center in the Circuit Court Archives. Alissa N. Hudson, the Executive Director, is generally available at the Judicial Center on Friday mornings. At other times, you may contact her by telephone as noted.

## **Guidelines for Submissions to Hear Ye! Hear Ye!**

Submissions can be faxed to the attention of Alissa N. Hudson, Executive Director, Prince William County Bar Association at (703) 331-5683, or may be mailed to her c/o Prince William County Bar Association, Inc., P.O. Box 31, Manassas, VA 20108. All submissions are due by 5:00 PM on the 10<sup>th</sup> of the month preceding publication. Be sure to include a contact name and phone number with all submittals in case there are questions.

“**Letters to the Editor**” may be submitted for publication by members in good standing of the PWC Bar, and must not exceed 500 words in length. “Letters” may be edited for clarity or space conformity. All submissions must have a contact name and phone number, and will include the author’s name in the newsletter.

For inquiries regarding classified or display advertising, contact the PWCBA office at (703) 393-2306, and request a copy of the most recent rate card.

This newsletter is printed and distributed by Battlefield Kwik Kopy  
\*\*\*\*\*

## **New Telephone Recording Policy at the Adult Detention Center**

*By Colonel Glendell Hill, Superintendent ADC*

February 21, 2003

I am writing to inform the Bar Association of a policy change at the Detention Center. In the very near future, phone calls made by inmates in this facility will be subject to recording and/or monitoring. The only exception to this policy will be privileged communications between inmates and their attorneys.

In order to accommodate this change, all attorney telephone numbers currently listed on the court-appointed attorney list and in the local telephone directory have been pre-programmed into the Inmate Phone System. Additionally, those attorneys who previously submitted their phone numbers for verification in order to receive free (non-collect) phone calls, are already pre-programmed into the system. As a result, most local attorneys will find that their phone numbers are already pre-programmed for privileged communications and will not be recorded or monitored.

Upon activation of this policy, all phone calls placed on the Inmate Phone System should hear one of two recorded messages. Attorney calls will be preceded by an announcement that the call is considered privileged communication and will not be recorded. All other inmate phone calls will be preceded by an announcement that the call will be recorded and is subject to monitoring. These messages will be in addition to the usual recorded announcements.

The recording component of the Inmate Phone System will be managed by Detention Center Staff. All recordings will be maintained on-line for approximately one year and will be immediately available. Subsequent to that time frame, phone calls will be archived onto magnetic media for storage.

Attorney phone numbers, not already included in our database, will be subject to verification prior to being added. This will include attorneys who are new to the community and attorneys who seldom or rarely practice here. Attorneys seeking privileged status should submit a written request to us on their letterhead. Requests may also be sent to us by FAX at (703) 792-7576, to the attention of Major George W. Murphy. Attorney listings in the local phone directory will be updated automatically each year when the new directory is received.

Any questions, requests for information and/or assistance should be directed to Major George W. Murphy at 703-792-6414.

---

## **Marketing for the Small Law Firm**

John C. Shea, Esq, author of "Marketing for the Small Law Firm--Inexpensive Ways to Keep Up with the Big Guys" will be the guest speaker at the March 7, 2003 luncheon meeting for the PWCBA. This book is designed to be especially helpful to the sole practitioner or small law firm. Subject matter covered includes:

Public Relations & Press Releases • Firm Brochures • Newsletters • Client Database Mailings • Print Advertising • Yellow Pages • Client Surveys • Identity Pieces & Marketing Materials • Billboard Advertising • Web Page Advertising • Marketing Articles

This book is available for \$75.00 through the Virginia Trial Lawyers Association at 1-800-267-8852.

## Treasurer's Report

By Robert P. Coleman

Please remember that 2003 PWCBA membership dues were due February 7, 2003. I am happy to report that dues have been collected from 230 members to date, (72% paid) If you have not paid your dues yet, please remit payment immediately to ensure that we have appropriate funding for all bar association endeavors this year. Thank you for your attention to this request.

---

## Prince William County Bar Foundation News

By Tracy C. Hudson

The January and February meetings of the Board of the Prince William County Bar Foundation were very productive. During the January meeting the Board approved a grant to the PWC Bar in the amount of \$10,000.00 for the 2003 Beat the Odds® program. Additional funds received prior to the program and designated by the donor for Beat the Odds® will be added to the grant. The Park West Lions Club has expressed an interest in working with the Foundation on Beat the Odds®. This relationship has the potential to provide substantial additional funding for this worthwhile program. President Jan Roltsch-Anoll will continue her discussions with the Lions Club in this regard. Treasurer Craig Johnston reported during the February meeting that the second \$2,500.00 installment of the Foundation's grant from the Virginia Law Foundation has been received. The Foundation has received an additional \$2,500.00 in donations from the Bar membership and another \$5,000.00 was bid (of which \$2,700.00 has been received) during the dinner/dance silent auction. The Foundation is planning to apply to the Virginia Law Foundation for an additional grant to assist with Beat the Odds® in 2004. Mike Vanderpool has agreed to lead this effort. The Foundation has received a communication about a potential new program related to an Adoption Day program and is awaiting a grant application to further consider the matter. The Foundation Board meets the third Thursday of each month at 12:30 p.m. in the Circuit Court grand jury room. Bar members with questions, concerns or suggestions related to the Foundation are encouraged to contact any member of the Board.

---

## 2002 Audit/2003 Budget

By Daniel G. Hayes

The following is a report on the audit of the PWCBA financial records for calendar year 2002 per Article V, Section 9 of the PWCBA's bylaws

After arranging for access to the books and records, bank account statements, check ledgers, canceled checks, invoices supporting payments, and other records maintained by the treasurer for the year 2002, all information was reviewed and found to be in order, complete, and balanced.

The Budget & Audit Committee also held a work session on February 6, 2003 and reviewed the 2002 actual income / expense report and cash balances and prepared a proposed calendar year 2003 budget to be presented to the Executive Committee of the Association Board on February 28.

## 2002-2003 PWCBA Section Liaisons to the VSB

Scott H. Donovan  
Bankruptcy  
(703) 257-1159

Thomas D. Duling  
Business Law  
(703) 690-6800

Daniel J. Morissette  
Criminal Law  
(703) 369-1987

Paul F. Nichols  
Family Law  
(703) 690-7800

Ronald A. Robinson  
General Practice  
(703) 392-8283

Jack A. Robbins, Jr.  
Litigation  
(703) 369-7500

Robert B. Dickerson  
Local Government  
(703) 792-6620

Bryan H. Guidash  
Real Property  
(703) 680-4664

D. Alden Newland  
Trusts & Estates  
(703) 330-0000

Diane P. Lewis  
Young Lawyers  
(703) 369-4738

# DIVORCE MEDIATION

PHILIP MULFORD

ATTORNEY-MEDIATOR

SUPREME COURT CERTIFIED  
FOR EQUITABLE DISTRIBUTION

EXCLUSIVELY MEDIATION  
FOR MORE THAN 10 YEARS

## MULFORD MEDIATION

OFFICES IN FAIRFAX AND WARRENTON

703-222-0124

MULFORDMEDIATION.COM

## Economist

Lost income determined for personal injury, wrongful death and wrongful discharge cases. Valuation of small businesses, pensions and securities for divorce, contract disputes and churning. University professor with extensive experience.

**DR. RICHARD EDELMAN**

8515 Whittier Boulevard

Bethesda, MD 20817

301-469-9575

800-257-8626

References and vita on request.

VISA/MC

www.economic-analysis.com

## 2003 PWCBA Beat the Odds® Celebration

April 30, 2003, Heritage Hunt Country Club

By Kathleen Latham Farrell

**Have you heard about our new program, *Beat the Odds*®?**

**Do you know what it is all about?**

The PWCBA *Beat the Odds*® program is an ambitious and exciting new community project inspired by the Children's Defense Fund's national *Beat the Odds*® program. We have asked the Prince William County Bar Foundation for approximately \$36,000 to fund scholarships and other educational and vocational awards for area youth who were able to overcome significant hardship to make substantial educational and social progress. We have enlisted representatives from each of the youth service agencies that routinely come in contact with troubled youth to assist us in this project.

Too often we hear about young people getting into trouble, dropping out of school, becoming involved in drugs, crimes or gangs, or becoming parents too soon. Too seldom we hear of the many young people who are beating the odds despite the daunting conditions in which so many of them live, and the tremendous obstacles in the way of even the smallest achievements. The PWCBA *Beat The Odds*® program focuses community attention on the positive and productive progress of our youth. In recognizing these youth with scholarships, vocational grants, and other appropriate awards, the community acknowledges these youth as role models to other troubled youth that are similarly situated and standing at the crossroads of their future. This program is intended to serve as a catalyst to encourage other troubled youth to overcome their adversities and move in a positive and productive direction—away from the juvenile justice system and into the productive members of our community that they can become.

The PWCBA, with the financial support of the Prince William County Bar Foundation, has committed significant resources to this program. The awards are funded entirely by the Foundation, with the financial contributions by corporate and private donors. We have invited our business and community leaders, local and state legislators, and community members to this event so as to demonstrate the widespread support of this program.

You can demonstrate your support by making plans to join us on **April 30, 2003, at 6:00 p.m.** as we honor the remarkable lives of these young people as they accept scholarships, vocational tools, and other awards that will assist them in their educational and employment goals. **Tickets are on sale now at a cost of \$36.00 per person for the opening reception, dinner, entertainment, and award celebration at the Heritage Hunt Country Club. Order your tickets early by contacting:**

Amy Ashworth at (703) 330-3200 or [amaesq@comcast.net](mailto:amaesq@comcast.net)

Jennifer Weiss at (703) 494-7171 or [jweiss@szelaw.com](mailto:jweiss@szelaw.com)

---

## Northern Virginia Legal Directory

The PWCBA is once again going to participate in the Northern Virginia Legal Directory, NVLD. Any member not previously featured in the photo section of the NVLD, who wishes to have their photo included in the 2003-04 directory, should arrange to have themselves photographed and send two copies of the photo to Alissa Hudson at the bar office. Photos will be collected through February and March. All photos are due by April 1, 2003.

## Dinner Dance and Silent Auction a Great Success

By Donna M. McIntosh

The Bar's biggest social event of the year, the annual Dinner Dance, was held on Saturday, February 8, 2003 at the Waterford at Fair Oaks. The event, which included the Bar Foundation's second Silent Auction, was a huge success, and those of you who participated seemed to have a terrific time. On hand to share in the evening's festivities were Circuit Court Judge Alston, General District Court Judges Travers and Farris and Juvenile and Domestic Relations District Court Judges Becker and O'Brien. Also joining us were retired Judge Joe Gallagher from District Court, and from the Fairfax Circuit Court, Judge Finch. Of course, we were delighted to have with us the Honorable Arthur W. Sinclair to present the bar's highest honor, the Arthur W. Sinclair Professionalism Award. This year's highly deserving recipient was Sharon Pandak, who flew back from Seattle in time to attend the dance and be surprised by Judge Sinclair.

As many of you know, the annual Dinner Dance is the night that we trade in our dark lawyer suits and judges robes for tuxes and cocktail dresses and enjoy a night of fun and frolic. There were 153 of us in attendance this year, and, I might add, we made a very good looking crowd! It is also the night that we recognize our colleagues for their hard work and dedication throughout the year. Receiving this year's Court Appointed Attorney awards were a very surprised Elizabeth von Keller for Circuit Court, Tracy Newman for General District Court, and Rusty von Keller for the Juvenile Court's Guardian *ad litem* of the year award, again surprising both Rusty and Beth! Mark Newman was posthumously recognized as the Juvenile and Domestic Relations District Court's Court Appointed attorney of the year. Bar President, Gail Prentiss, read a lovely note from Mark's father, who had been invited to join us to accept Mark's award but was unable to attend. Judge Becker then presented the award to Dan Morissette who accepted on Mark Newman's behalf.

Music for this year's event was again provided by Retrospect, and by the constant crowds on the dance floor, it appears that everyone enjoyed them. Many of you stayed for the last dance and kept quite a party going.

Many thanks to our sponsors for the evening. Due to the generosity of Wallace Covington, III, Smith, Hudson & Carluzzo, P.C., Stephens, Boatwright, Primeau, Cooper & Coleman, P.C., Szabo, Zelnick & Erickson, P.C., and Vanderpool, Frostick & Nishanian, P.C., we were able to enjoy some extra cheer through the night.

The Bar Foundation's second silent auction was also a great success. Due to the hard work of many people who helped solicit items and organize the logistics of the event, we had 35 wonderful items for auction and raised \$5,000.00 for the Foundation.

I hope that all of you who attended had a great time and that you will continue to let your co-workers know about this event and encourage greater participation for next year. Planning for next year's event will begin soon and details will be provided as they develop.

Here again is a listing of those individuals, law firms and area businesses that generously donated items or services to the silent auction to benefit the Prince William County Bar Foundation. Please keep these area businesses in mind when looking for goods and services, thank them for their support:

### 2003 Silent Auction Donors:

Curran & Whittington, P.C.  
Heritage Hunt Golf & Country Club  
Paul B. Ebert  
Stephens, Boatwright, Primeau & Cooper, P.C.  
Donna & Marc McIntosh  
Fair Lakes Hyatt  
Tim Szabo  
Szabo, Zelnick & Erickson, P.C.  
Moonshadow Photography  
Freedom Aquatic and Fitness Center  
Broad Run Golf Academy  
PWCBA  
Gift Baskets by Design  
VirginiaGiftBaskets.com  
Portraits by Emily  
Manassas Chrysler Plymouth  
Sam Flournoy  
Prince William Massage Therapy  
DePolo & Morissette  
Bruce and Susan Gross  
Ronnie Elias Salon & Spa  
Duvall, Wheeler & Company  
TML Copiers  
Opera House Gourmet  
Sharon Pandak  
Convenience Car Care Center  
SunTrust Bank  
Nissan Pavilion  
Cowne, O'denhal & Plaster  
Junction Travel  
Susan Grogan  
Costco Warehouse  
Carmello's Restaurant  
Cardinal Bank

## Classifieds

**Legal Assistant Needed:** Part-time position in busy family law practice in Lake Ridge office, very active trial schedule. Fax resume to (703) 690-7400.

**Space Available:** Old Courthouse Square, 9300 Grant Avenue, Manassas, VA 20110, Corner of Grant and Mosby. Private office and adjacent secretarial support for sublease. Share conference room, copier, fax and kitchen. Contact bob Browne at (703) 369-7850 ext. 44.

**Space Available:** Office space in Manassas. Beautifully decorated. One full service office with receptionist. One two room office with outside entrance. Call 703-330-5288

**Office Space Available:** Fair Lakes - Two attorney offices in first class office building. Includes use of conference room, reception area and kitchen. Secretarial space, copier and fax available. Ample free parking. Easy access to I-66 and Fairfax County Parkway. Available immediately. Ask for Ken or Elden at (703) 968-8000.

**Office Spaces Available:**

- Downtown Manassas
- One block from Courthouse
- Ample free parking
- Individual offices available with or without secretarial space
- Plush conference rooms
- Reception area
- Large Kitchen
- Utilities Included

• Call Mr. Driscoll at (703) 361-1164.

**Office Space Available:** 9305 Grant Avenue, Manassas, VA 20110. Share Secretary, conference room, library, copier and fax. Norborne Beville, (703)361-7156.

**Office Space Available:** Manassas City, approximately 700 square feet, reception area and two offices, fully carpeted, separate entrance, security system. Call Robin at Dan Newland's office at (703) 330-0000.

## MCLE Reporting Requirements

*By Catherine S. Croft*

**MCLE REQUIREMENT:** All active members must certify attendance at 12.0 hours of CLE including (2.0) Ethics hours for the MCLE Reporting Period (November 1 - October 31).

**MCLE DEADLINE:** October 31, 2003, Failure to complete 12 CLE hours including 2 hours in ethics/professionalism by October 31, 2003 will result in a \$50 non-compliance fee. (Part 6, Section IV, paragraph 19, Rules of the Virginia Supreme Court)

**MCLE REPORTING DEADLINE:** December 15, 2003 - Failure to certify the required 12 CLE hours including 2 hours in ethics/professionalism by December 15, 2003 will result in a \$50 late filing fee. (Part 6, Section IV, paragraph 19, Rules of the Virginia Supreme Court)

Web site to check status of your CLE credits is [www.vsb.org](http://www.vsb.org)

---

## Library Committee Hears From Members

*By Helen E. Marmoll*

The Library Committee is grateful for the comments that it has received from various members concerning the recent survey results and the Library's plans to switch to a primarily electronic Library. As a result of a member's suggestion, the Library will hold one or more CLEs on how to use the Lexis-Nexis research software. Robert Davis, the Librarian, will provide at least one such CLE and we will also ask Lexis-Nexis to provide at least one. The Library will keep its Virginia materials, including the various handbooks and treatises, as well as the Southeast Reporter. Comments from membership have led to the conclusion that we should also keep the Federal Code Annotated and update it. All the Federal case law will be available online, as well as materials from other jurisdictions.

Finally, we want the membership to know that members were provided with the exact results from the survey, despite the small number of participants, so that the membership could see the level of use being made of the Library's books and make whatever suggestions that might initiate. Your ongoing suggestions and comments tell the Committee that this approach was successful.

The intent of the Library Committee is to use the limited space we will be allocated in the new building in a manner that best serves the Library's purposes. The Committee will be investigating the possibility of having a photocopy machine available, and possibly limited word processing availability, such as for the quick preparation of an order. In addition, the new space will have one or two separate meeting rooms for use by attorneys.

## Membership and Mentoring

By Kristina Keech Spittler

The Membership and Mentoring Committee is pleased to present the Mentor Program to our members. This Program will provide newer members with a mentor and is designed to

- preserve and promote the customs, courtesies, professionalism and personal relationships which we have enjoyed over the years;
- to do so in order to deliver our services more efficiently and less costly while making the practice of law more pleasant;
- to instill the appreciation of ethical practices;
- provide new attorneys access to ideas on marketing, networking, career advancement, professional etiquette or other matters but which do not involve substantive issues of a case; and
- create a support network and foster a sense of belonging in our association to those in the early years of practice.

Any member who has practiced less than five years may be matched with a mentor. The mentors are our more experienced attorneys who volunteer. A mentor and mentee are matched based primarily on practice areas and is on a voluntary basis.

The mentor will meet with the mentee to discuss the program, encourage the mentee to raise any non-legal questions and concerns, and to generally develop a professional relationship that fosters the mentee feeling comfortable contacting the mentor in the future. All communications are to be kept confidential.

The Committee also drafted Principles of Professionalism, which were reviewed by the judges and other committee chairs and approved by the Board of Directors. As part of the initial meeting, the mentors are encouraged to provide a copy of these principles and go over them with the mentee.

As we have a large number of new attorneys over the last five years who have joined our Bar, we are looking forward to helping them feel a part of our community. Please feel free to contact me at any time if you are interested or have any questions.

**Mentor Program Kickoff Reception.** You are cordially invited to join the Membership Committee and the Bar Association in a reception to kickoff the Mentor Program which will immediately follow the Nuts and Bolts CLE on March 6<sup>th</sup> at 5:00 p.m. It will be held at the law offices of Vanderpool, Frostick & Nishanian in conjunction with their open house. Please RSVP at (703)369-4738 if you are able to attend. We look forward to seeing each of you there.

---

## Inclement Weather Policy

In the event of inclement weather, the PWC Bar has formulated a policy for informing the membership, in as timely a fashion as possible, about court closings for Prince William County. As soon as the decision to close all three courts is made, (by the Chief Judge of the Circuit Court discussing conditions with Clerk of Court, Dave Mabie, and others), Dave will notify Alissa Hudson, (along with the myriad of others he notifies.) Alissa will then update the voice mail message at the PWC Bar office, (703) 393-2306, to reflect court closings for the day. If there is no update, courts are open. Alissa Hudson will also update the web site called [www.cancellations.com](http://www.cancellations.com) for the Prince William County Bar Association. Simply go to the web site, type in 20110 for the zip code when prompted, and information about court closings will be posted under the PWC Bar Association heading. Accessing the PWC Bar office or [cancellations.com](http://cancellations.com) will hopefully provide the membership with an access line that is not subject to an inflow of calls from other county employees or from the general public.

## Oak Grove Reporting

Leesburg, Virginia

(703) 771-1844

1 (800) 273-0791

Registered Professional  
Reporters  
Certified Real Time  
Reporters

*Serving*

Clarke, Fairfax, Frederick,  
Fauquier, Loudoun, and  
Prince William Counties

Virginia Notaries

Visit our web site at:

[www.oakgrovereporting.com](http://www.oakgrovereporting.com)

Member: NCRA

## Learn Spanish in the New Year!

Classes for Adults  
and Children



Language Academy & Training Center L.L.C.

8807 Sudley Road

Suite 106

Manassas, VA 20110

703-369-0888

SERLangAcademy@aol.com

## Announcements

The Law Firm of Nichols, Bergere, Zauzig & Sandler, P.C. is pleased to announce that Cassandra Chin, Esq., and Melanie Rice, Esq., have joined the firm in its domestic relations section, and that Bill Rogers, Esq., has joined the firm in its real estate section. 12660 Lake Ridge Drive, Woodbridge, VA 22192, (703) 690-7800.

Philip Mulford, a private professional mediator, has been asked to speak at the Mediation Colloquium March 15<sup>th</sup> at the University of Richmond, T.C. Williams Law School. The subject of the colloquium is the quality of mediation in Virginia. Mulford will present alternatives for improving the quality and raising the standards of mediation. The colloquium is in cooperation with the VSB/VBA ADR Joint Committee, Virginia Chapter ACR, VACCOR and the Commercial Mediation Association.

Attorneys Needed to Assist Veterans: Two-thirds of all veterans appealing their cases to the new U.S. Court of Appeals for Veterans Claims in Washington cannot afford an attorney. In each case the government is represented by an attorney. The Veterans Consortium Pro bono Program is seeking volunteer attorneys. Each attorney agreeing to accept on case will receive free training, a comprehensive veterans law manual (upon case assignment), pre-screened cases and on-going access to veterans law experts as mentoring attorneys. The next all-day veterans law training will be held at the D.C. Bar on Friday, April 18, 2003. CLE credits are available and malpractice coverage is provided for those not already covered. Court-awarded fees are possible in some cases. Call the Veterans Consortium at 202-265-8304, extension 109 for more information or extension 126 to register.

## Up Coming CLEs

### *Prince William County Bar Association*

March 6, 2003, PWC District Courts "Nuts & Bolts" CLE, 3:00 to 5:00 p.m., PWC Circuit Courtroom #2, 2.0 MCLE credits pending.

### *Arlington County Bar Association*

Please call (703) 228-3390 for more information.

March 22, 2003, "20<sup>th</sup> Annual Family Law Seminar", 9:00 to 4:30 p.m., Arlington County Courthouse, Jury Assembly Room, 6.0 MCLE credits

### *Alexandria Bar Association*

Please call (703) 548-1106 for more information.

March 20, 2003, "The Do's and Don'ts of Practice Before the Alexandria Courts", 4:00 to 6:00 p.m., Circuit Court for the City of Alexandria, 2.0 MCLE credits.

March 26, 2003, "Foreclosures: How to Conduct Them, How to Stop Them", 12 noon-2.00 p.m., Bullfeathers Restaurant, 2.0 MCLE credits.

## ALL ABOUT HOME INVENTORY SERVICES LLC

INSURANCE  
ESTATE PLANNING  
MOVING  
THEFT RECOVERY  
PEACE OF MIND



JEWELRY, COMPUTERS, TELEVISIONS, HEIRLOOMS,  
ANTIQUES, COLLECTIONS, ART, FURNITURE, CLOTHING

- SAFEGUARD YOUR POSSESSIONS
- ACCURATE, AFFORDABLE, SMART PROTECTION FOR EVERYTHING YOU OWN!
- PROVIDE PROOF OF WHAT YOU OWN!
- HIGH QUALITY VIDEO, WRITTEN INVENTORY PRESENTED ON CDR'S.

CONFIDENTIAL AND SECURE  
LICENSED/BONDED/INSURED

540/439-6910 ♦ 800/593-3013

HOMEOWNERS RENTERS LANDLORDS SMALL BUSINESSES

## Up Coming CLEs

### *Fairfax Bar Association*

Please call (703) 246-2735 for more information.

March 12, 2003, "Immigration Law Update", 5:00 to 8:00 pm, Fairfax Courthouse Cafeteria, 3.0 MCLE credits pending.

March 26, 2003, "Forensic Evidence", 5:00 to 8:00 pm, Fairfax Courthouse Cafeteria, 3.0 MCLE credits pending.

### *Fairfax Bar Foundation*

Please call (703) 246-3779 for more information.

March 19, 2003, "Consumed with Consumer Law", 4:30 to 7:30 pm, FREE CLE in exchange for providing pro bono legal services to the LSNV, Fairfax Courthouse Cafeteria, 3.0 MCLE credits.

### *Whitman-Walker Clinic Legal Services Program*

Please call (202)737-4700 for more information.


March 7, 2003, "HIV/AIDS Advocacy Training", 8:30 to 5:45 pm, (\$25.00 materials fee), D.C. Bar Conference Center, CLE credit provided. The Whitman Walker Clinic Legal Services Program is looking for new volunteer attorneys to defend the rights of people living with HIV/AIDS in the DC, Maryland and Northern Virginia area. This training is co-sponsored by the DC Bar's Pro bono program.

### *Loudoun County Bar Association*

Contact the Virginia CLE web site for details concerning seminars sponsored in Leesburg, March 27, 2003, Criminal Law, and April 10 Employment Law.

### *Northern Virginia Chapter of the VWAA/VBA Association*

March 19, 2003, "Cases in Professionalism and Civility", 8:30 to 11:00 am, Holiday Inn, Tysons Corner, 2.0 Ethics credits.



## Electronic Evidence: Find the Digital Smoking Gun!

**Sensei Enterprises, Inc.**  
3975 University Drive, Suite 225  
Fairfax, Virginia 22030  
(703) 359-0700  
E-mail: [sensei@senseient.com](mailto:sensei@senseient.com)  
<http://www.senseient.com>

Principals: Sharon D. Nelson, Esq. and John W. Simek -  
EnCE, CNE, MCSE, MCP+I, NT Certified Independent  
Professional and Certified Internetwork Professional,  
Member - High Technology Crime Investigation Association

## PWCBA Welcomes new members

Dennis M. Cate  
Compton & Duling, L.C.  
14914 Jefferson Davis Highway  
Woodbridge, VA 22191  
(703) 446-2421

John A. Kassabian  
Kassabian & Kassabian, P.L.C.  
9301 Forest Point Circle  
Manassas, VA 20110  
(703) 365-0328

Neil E. Motter  
\*Dewilde & Tabot, P.C.  
9248 Mosby Street  
Manassas, VA 20110  
(703) 330-4515

\*reflects new firm address

Philip M. Mulford  
Mulford Mediation  
30 Main Street, #201  
Warrenton, VA 20186  
(540) 341-4615

Leslie A. Shopf  
Law Office of Leslie A. Shopf  
9274 Corporate Circle  
Manassas, VA 20110  
(703) 257-8737

Maynard Sipe  
\*Vanderpool, Frostick & Nishanian,  
P.C.  
9200 Church Street  
Suite 400  
Manassas, VA 20110  
(703) 369-4738

\*reflects new firm address

Steven P. Woodside  
Stephen M. Farmer, P.C.  
P.O. Box 243  
Occoquan, VA 22125  
(703) 497-1774

## PWCBA address changes and corrections

Daniel G. Hayes  
Vanderpool, Frostick & Nishanian,  
P.C.  
9200 Church Street  
Suite 400  
Manassas, VA 20110  
(703) 369-4738

Paul M McDermott  
Gross & Robinson Law Offices, P.C.  
9431 Main Street  
Manassas, VA 20110  
(703) 361-7717

Garland Stith  
8871 Olde Mill Run  
Manassas, VA 20110  
(703) 393-2262

# We are here to help.

Dear colleagues:

Fourteen years ago, attorneys created ALPS to bring stability to a lawyers professional liability insurance market in crisis. We were born of a desire to help.

And, 14 years later, because of sound management, exceptional employees and an unrelenting focus on meeting the critical needs of ALPS policyholders, we continue to bring stability to the jurisdictions in which we do business.

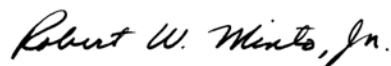
We understand that Virginia attorneys are facing special challenges in today's professional liability insurance market. We are still here to help.

ALPS is endorsed by 14 state bar associations. Those associations selected ALPS because of our track record of stability and service. We have never left a jurisdiction in which we do business and we remain a company created by attorneys to serve attorneys.

If you have questions regarding your professional liability insurance, you may contact us via telephone at 1 (800) FOR-ALPS, fax at (406) 728-7416 or internet at [www.alpsnet.com](http://www.alpsnet.com).

We are at your service.

Sincerely,



Robert W. Minto, Jr.  
President & CEO



**ALPS**  
Attorneys Liability Protection Society  
A Risk Retention Group  
1 (800) FOR-ALPS • [www.alpsnet.com](http://www.alpsnet.com)

**PRINCE WILLIAM COUNTY BAR  
ASSOCIATION, INC  
MARCH GENERAL MEMBERSHIP  
MEETING**

**Special Program: Law Office Marketing**

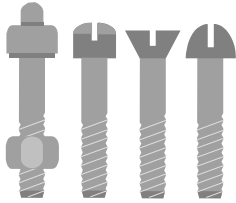
Presented by:  
John C. Shea, Esq., author of  
"Marketing for the Small Law Firm--  
Inexpensive Ways to Keep Up with the Big Guys"

**FRIDAY, MARCH 7 , 2003  
12:30 P.M. LUNCH  
HERO'S AMERICAN RESTAURANT  
9412 MAIN STREET  
OLD TOWN MANASSAS**

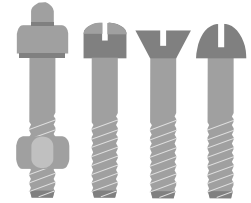
**LUNCH COST: \$5.00 members and \$10.00 guests.**  
Please RSVP to Cathie Beck at (703) 369-4738 or to the  
PWCBA office at (703) 393-2306 by  
5:00 p.m., Wednesday February 5, 2003  
to ensure we have enough food prepared.

# The Prince William County Bar Association

*Presents*



## Nuts & Bolts



*A Continuing Legal Education Seminar*

Thursday, March 6, 2003  
3:00 to 5:00 PM  
Circuit Courtroom #2  
PWC Judicial Center  
9311 Lee Avenue  
Manassas, VA 20110

Open House to follow from  
5:00 to 7:30 PM at  
Vanderpool, Frostick & Nishanian, P.C.  
9200 Church Street  
Suite 400  
Manassas, VA 20110

Advance Registration for CLE: \$35.00 PWCBA Members; \$45.00 Non-members  
Walk in Registration for CLE: \$45.00 PWCBA Members; \$55.00 Non-members

### CRIMINAL AND CIVIL PRACTICE IN THE DISTRICT COURTS

Presented by: The Honorable Wenda K. Travers &  
Casey R. Stevens, E. Allen Newcomb, D. Scott Bailey

*MCLE approval is pending for 2.0 Credits for this presentation*

---

Please use the form below to pre-register for the Nuts and Bolts CLE

3/6/03

ATTORNEY'S NAME \_\_\_\_\_  
FIRM: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_ EMAIL: \_\_\_\_\_

Please return this registration form along with payment to Alissa N. Hudson, Executive Director, Prince William County Bar Association, Inc., P.O. Box 31, Manassas, VA 20108. If you are making a late decision to attend, you may fax your reservation form to (703) 331-5683 by 5:00 PM 3/5/03. Of course, we always plan for a few walk-in registrants, (faxed reservations received after 5:00 PM on 3/5/03, will be considered walk-in registrations), but we can not guarantee the availability of materials. This form may be photocopied.



*You are cordially invited to an Open House at the law offices of  
Vanderpool, Frostick and Nishanian, P.C.*

*9200 Church Street*

*Suite 400*

*Manassas, VA 20110*

*Thursday, March 6, 2003*

*5:00 to 7:30 p.m.*

*There's much to celebrate in the  
Prince William County Bar Association!!*

*New leadership for the PWCBA.*

*The official kick-off of the new  
Membership and Mentoring Committee.*

*Introducing 2003 programs sponsored by the  
Young Lawyers Conference of the VSB.*

*All at the new offices of Vanderpool, Frostick and Nishanian, P.C.*

*This reception follows the Nuts and Bolts CLE, and is open to all members  
of the Prince William County Bar Association. Please contact Cathie Beck  
at the offices of Vanderpool, Frostick and Nishanian, P.C. at  
(703) 369-4738 to RSVP for the open house by February 28, 2003.*

