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- ◆ "Overview of the
Disciplinary System of the
VSB", CLE, registration flyer
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Seminar", CLE, registration
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- ◆ General District Court 2004
court closings calendar,
AMENDED
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Relations District Court 2004
court closings calendar,
AMENDED

Hear Ye! Hear Ye!

News from the Prince William County Bar Association

Volume VIII Issue IX

October 2003

Presidents Message

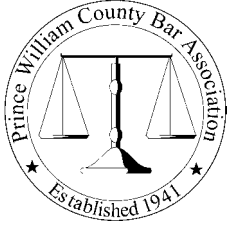
By Gail Prentiss

I recently vacationed in western Canada, where the California governor's race was the talk of the town. People somehow thought that because I was American, I might be able to provide some insight into how and why such a wide array of colorful candidates got on the ballot! While I have no doubt that the subject will provide ample fodder for the gristmill for many moons, the serious side of the answer involves the basic concept of accountability: elected officials are accountable to the people they serve, which in turn assumes a reasonably educated and informed electorate. For the system to work, the voters must also be accountable for educating themselves sufficiently about the candidates and issues in order to make informed choices between various candidates, philosophies and approaches, and to fairly evaluate the causes of problems and proposed solutions.

The legal profession in general, and the PWCBA in particular, has long assumed a leadership role in promoting these basic principles of democracy through various programs designed to increase voter registration, education, public awareness, and political debate. In keeping with that tradition, the PWCBA is once again sponsoring its biannual Candidates Forum from 7:00 – 9:00 p.m. on October 9, 2003 at Metz Middle School. We are most fortunate to have all candidates running in contested races for seats in the Virginia State Senate, Districts 29, 36 & 39, and House of Delegates, Districts 31 & 52, as well as candidates running for Prince William County Sheriff, participating in the forum. Please refer to the inside cover of this month's newsletter for a complete listing of candidates.

As in the past, the forum will follow an issue question and answer format. The panel posing the questions will consist of distinguished citizens, business and civic leaders. Each candidate will have the opportunity to make opening remarks, after which the panel will pose questions. The questions will cover a wide range of relevant topics with sufficient specificity to provide the respective candidates with an opportunity to explain and distinguish any opposing positions. None of the candidates will have advance knowledge of the questions. Following the question and answer portion of the forum, there will be an opportunity to "meet and greet" the candidates and the panel. Additionally, many of the candidates in uncontested races will also be in attendance and available to meet. A great deal of preparation has gone into this public service event, which promises to be both educational and thought provoking. For those of you who are residents of the previously mentioned districts, you particularly owe it to yourselves to know where each of your candidates stands on the challenges facing the region.

Also in October, the monthly membership meeting will feature an ethics CLE for those of you scrambling to get your ethics credits in before the deadline. I look forward to seeing you at both of the Bar's October events.



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Candidates Forum

Thursday, October 9, 2003, 7:00 to 9:00 p.m.

**Grace E. Metz Middle School
9700 Fairview Avenue
Manassas, VA 20110**

Contested Virginia State Senate Races

29th District
Senator Charles J. Colgan (D) and challenger David C. "Dave" Mabie (R)

36th District
Senator Linda T. "Toddy" Puller (D) and challenger Christian N. Braunlich (R)

39th District
Senator J. K. "Jay" O'Brien (R) and challenger Greg J. Galligan (D)

Contested Virginia House of Delegates Races

31st District
Delegate L. Scott Lingamfelter (R) and challenger David G. Brickley (D)

52nd District
Jeff M. Fredrick (R) and Charles F. Taylor (D)

Contested PWC Sheriff Race

Sheriff E. Lee Stoffregen III (D) and challenger Glendell Hill (R)

Amended District Court Closings Calendars

The General District Court and The Juvenile and Domestic Relations District Courts have submitted amended court closings calendars for 2004. Please refer to the enclosed inserts.

New Circuit Court Law Clerks for 2003-2004

The Honorable William D. Hamblen, Chief Judge
Law Clerk: Erika J. Davis, Washington & Lee School of Law

The Honorable Herman A. Whisenant, Jr.
Law Clerk: Tara Mooney, Washington & Lee School of Law

The Honorable Richard B. Potter
Law Clerk: Deborah K. Siegel, William and Mary School of Law

The Honorable LeRoy F. Millette, Jr.
Law Clerk: Susan Stanier, Washington & Lee School of Law

The Honorable Rossie D. Alston, Jr.
Law Clerk: Meredith Smith, George Mason School of Law

10 Quick Tips on Avoiding Bar Complaints

By Noel D. Sengel, Esq., Senior Assistant Bar Counsel, Virginia State Bar

Editors' Note: Noel Sengel will be the guest speaker at the October bar luncheon, where she will present a one hour Ethics CLE. See registration flyer in this newsletter.

There are never any guarantees that you will avoid a bar complaint, but here are some practical suggestions:

1. Explain your fees at the start of the representation, preferably in writing.

Although written fee agreements are not required in Virginia (except for contingency fees which must be explained in writing), they are a great way to avoid misunderstandings with clients and to get a related bar complaint quickly dismissed. See Rule 1.5.

2. Use engagement and disengagement letters.

An attorney may use an engagement letter to define the scope of employment. Be clear about which matters you have agreed to handle. Do not agree to look into other matters unless you intend to follow through with the request. The disengagement letter is used to advise the client when the representation has concluded. Be clear about when the representation has ended and that you will no longer be representing the client on any matters, unless you are retained again.

3. Communicate with your clients.

Return your clients' telephone calls and answer your clients' letters, within reason, even when you have no new information. Clients will write to the Bar just to get attorneys to return their telephone calls. Copy your clients with all correspondence you send to opposing counsel, the Clerk's Office, expert witnesses, fact witnesses, etc. The client will appreciate the attention you are devoting to the case and will not have the need to telephone you.

4. Handle cases promptly and diligently.

It is easy to push aside matters with no clear deadline in favor of matters with fixed deadlines that feel more urgent. If you do not have time to handle a matter, do not accept it (or withdraw before doing so will leave a client in a lurch). In addition, do not withhold services because a client has not paid legal fees. Withdraw from representation properly, if necessary, but do not simply refuse to act. See Rule 1.16. Remember, to the client, no case is more important than his/hers.

5. Return the file when a former client requests it.

Even if the client has not paid all of the legal fees, the client is entitled to the file at the end of the representation. The attorney may charge the client copying costs for some of the file contents but cannot withhold the file until the client pays the copying costs. See Rule 1.16(e).

6. Avoid conflicts of interest.

Beware of representing multiple clients in the same or related matters. Be clear on who your client is. Your primary ethical obligations are to your client, regardless of who is paying the legal fees. Try to maintain professional objectivity, and avoid getting swept away in your client's cause. Avoid business and personal financial dealings with your clients. Use some type of conflicts check other than your memory.

Continued, page 4

2003

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Afternoons by Appointment
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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 10th 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.

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10 Quick Tips on Avoiding Bar Complaints, Continued

7. Be careful when communicating with the opposing party.

Do not communicate with a represented opposing party or give legal advice to an unrepresented opposing party. This applies even if the opposing party contacts you with questions. Avoid lengthy correspondence with *pro se* litigants in an effort to reason with them. Disputes with *pro se* litigants are best handled by the Court. File your motion and set it for hearing.

8. Communicate promptly with your client about major events and decisions in the case.

Within reason, let your client know when something has occurred in the case. Make sure you consult with the client about major decisions in the representation. Don’t let them learn of significant events from the court clerk or the opposing party. If you copied your client with all correspondence, they will be up to speed and prepared to discuss the matter with you.

9. Maintain client confidentiality.

Keep your client’s secrets, even after the representation has ended. This applies even if your client says unkind and untrue things about you to others. (However, see Rule 1.6(b) to learn when you may reveal client secrets to defend yourself in an action by the client against you, including a Bar complaint.) Make sure your non-attorney staff members understand the importance of this. Note that “secrets” means anything embarrassing or detrimental, and may include matters otherwise in the public record.

10. Maintain a trust account and proper trust account records.

Return unearned legal fees promptly. Explain earned legal fees to your clients. Disburse funds in a timely manner. Resolve disputes over funds claimed by more than one person. Interplead the funds if necessary. The Bar takes the proper handling of client funds very seriously.

Resources

Virginia State Bar Ethics Line: (804) 775-0564

Several attorneys in the Office of Ethics Counsel of the Virginia State Bar give confidential and free advice to attorneys about fulfilling their ethical obligations.

John J. Brandt, Risk Manager for the Virginia State Bar: (800) 215-7854

Mr. Brandt will answer questions from attorneys about avoiding legal malpractice.

The web site of the Virginia State Bar: www.vsb.org

The web site contains links to the Rules of Professional Conduct, Legal Ethics Opinions, summaries of recent disciplinary action, and the docket of upcoming public discipline hearings, among other information. Visitors to the web site can also search by name to determine if a Virginia attorney has malpractice insurance or has received public discipline.

Domestic Violence

By Kay Mathews, Director ACTS/Turning Points

October is Domestic Violence Awareness Month. For those in the domestic violence arena it is the month where we focus attention on the community and strive to bring clarity to an issue that leaves devastation and heartbreak in its wake. The purveyors of legal services in the Greater Prince William Area have been partners with domestic violence advocates for many years: providing free representation to victims, consultation to service providers, and devoting time, energy and expertise to coalitions and task forces seeking to end domestic violence. *Thank you on behalf of those you serve.*

Many myths still prevail that make working with battered women difficult and even undesirable. It is imperative to understand at the outset that most battered women are more interested in preventing future acts of violence than they are in prosecuting what has passed. The monumental step of simply retaining legal services to file for divorce and/or custody can be exhausting for many.

Women who have been in abusive relationships are inherently fearful of entering into an adversarial process against their partners. They are conditioned to retreat when confronted with the reality of openly defying their abuser. This retreat should always be anticipated and not seen as evidence of lack of will, or worse, untruthfulness. It should come as no surprise that a woman who shows courage in an attorney's office, may very possibly become a reluctant witness in the courtroom where her batterer sits ready to manipulate the details.

Victims of domestic violence too often exhibit behavior that impedes the successful delivery of services as well as legal representation. If victims are bellicose and aggressive they are viewed as "difficult" and even deserving of the abuse. If they are meek and hesitant they may not articulate the true extent of the abuse or be unable to clearly define what they want and need. It is not uncommon for women who have a history of domestic violence to have mental health issues. Years of physical and emotional battering leave scars which can be incapacitating.

If she returns to the abuser, we cannot assume that she has wasted our time. The courage that drives her to seek legal help may vanish but the information gleaned from that outing will linger and become the foundation for the future. If she is a poor witness for the prosecution, do not assume that the incident was not as bad as previously reported. Promises may have been made between the event and the hearing, promises that may allow her to overlook behaviors that are criminal. If she consumes copious quantities of time telling her story, do not assume that she is embellishing. You may be the first person to hear her story in its entirety. If she changes her mind, do not assume that she lied. She may have a history of reaching out only to have her attempts thwarted by those whose help she sought.

We are all advocates for victims suffering at the will of an intimate partner and have an obligation to listen and to learn about the unique and often stunning dynamics where domestic violence reigns. The following brief story is true. It is offered up to accentuate the importance of recognizing the delicate and dangerous nuances in these relationships.

A number of years ago a young district attorney was prosecuting a man for assaulting his wife. The wife reluctantly agreed to testify. As the prosecutor asked his questions, the young wife's answers became less and less responsive to the point that the prosecutor gave up and allowed her to leave the witness stand. Without her full and uncompromised testimony the prosecutor had no chance of winning. The defendant was released and left the courthouse. The prosecutor, angry and perplexed; feeling duped by the wife, shared his frustration with a victim's advocate who had been seated in the courtroom. The advocate asked if he had seen what the defendant was doing while his wife was in the witness chair? The prosecutor admitted that his attention was on his witness, not the defendant. The advocate asked the prosecutor if he knew the details of the injuries to the wife? The prosecutor said that he knew they were serious but couldn't detail them... and why was she asking? The advocate said that all the time the wife was testifying the defendant rubbed his forefinger up and down his nose. The prosecutor telegraphed his puzzlement with a look and the advocate responded by telling him that the defendant had twisted the wife's nose with his hand so viciously that he broke it. By rubbing it during her testimony he was reminding her of what he had done and could still do. She got the message...the prosecutor didn't.

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The Case for Family Meetings

By Rosamond Tompkins with Family Business Strategies

For an entrepreneur, making plans for who is going to take over the business is a little like picking his wife's next husband (or her husband's next wife, for a female entrepreneur). He is, after all, planning his own demise, planning for the continuation of a business he's created that has been his livelihood and that has consumed his life's blood, sweat, and tears.

Aging business owners may be disinclined to discuss curtailing their sphere of influence from that which has defined their lives for so long. Succession planning hits a business owner squarely with his own mortality, and he inevitably experiences this as a loss of power within the family, the industry, and the community. As one founder expressed it "Planning my succession was like being actively involved in all the arrangements for my own wake." (Lansberg, "The Succession Conspiracy," Family Business Review, Vol. 1, No. 2) To combat this feeling, it is beneficial for the founder to develop a clear idea of his future roles both inside and outside the business. Founders who have strong interests in activities other than management of the family firm will have an easier time discussing the topic of succession.

Founders may also want to avoid getting into the set of relationship dilemmas that surround succession. A business founder with three successful sons all engaged competently in the family business probably does not want to pick one son over the others as his successor. Regardless of the details, money and other assets may be viewed by the sons as tangible evidence of the founder's affection. It is no wonder that family business founders postpone working on their estate plans, perhaps in hopes that the issues will be resolved once they are out of the fray. And, of course, they will be resolved, one way or another, including the dissolution of the family business.

To mitigate the negative fallout of these necessary emotional transitions, it is helpful to have a planning process. In fact, research suggests that one of the most significant factors that determines the continuity of a family business is whether the succession process is adequately planned to ensure the continuity of the family firm into the next generation along with ensuring the harmony of the family.

Two strategies are important in addressing this interplay of emotional issues for the family and economic issues for the business. The first is the accepted wisdom among legal and financial advisors that there needs to be an ownership and estate plan that provides for the minimization of estate taxes, the provision for the economic security of the parents, and the transfer of wealth and ownership to the next generation.

A second strategy that can influence the success of the first strategy is the articulation of a shared family vision, and closely related, a family plan for the business. This can be accomplished through regular planned meetings of the business-owning family. For the entrepreneur's success to thrive and benefit succeeding generations, family members must know how to come together and face the opportunities and challenges that lie ahead. The sense of cohesiveness and mutual commitment fostered through family meetings can help sustain the family through the inevitable financial and emotional changes faced during a transition of ownership. Discussions of these critical issues can help family members make the necessary transition when creating an estate plan, selecting the leadership team for the next generation, or shepherding the family firm from an entrepreneurial business to a managerial organization.

Editors' Note: Rosamond Tompkins is a consultant to family businesses, small businesses and closely held corporations. She has a graduate degree in behavioral sciences, is a member of the Family Firm Institute which is an international network of family business advisors, and manages Family Business Strategies, a consulting firm in Manassas. If you would like additional information, you may contact her at 703-361-4021.

PWC Bar Foundation Report

By Tracy C. Hudson

The PWC Bar Foundation met on August 21, 2003.

To date, the anticipated 2004 Beat the Odds funding is now at \$12,585.00. The final accounting to the Virginia Law Foundation for the 2003 BTO banquet has been filed, and Kathy Farrell will file the quarterly reports for the 2004 BTO banquet. The Foundation has also received information about establishing an account with Dell Computers to facilitate future purchases for BTO honorees and will pursue this further when audited financial statements can be made available.

The Foundation discussed investment options, and decided that it is still in a transitional funding stage and not ready to fund an endowment at this point. Funds will, however be placed in an interest bearing account and the Foundation will reconsider investment options as funds become available.

The request for funding from the PWCBA for judicial portraits was denied. The impact of such funding on the Foundation's public fundraising efforts was an issue, along with the cost of funding such a project.

The Foundation would like a presence on the PWCBA web site and will explore available options.

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CLE update

By Catherine S. Croft

Special Thanks to The Honorable William D. Hamblen, for affording the bar association the use of his courtroom on a frequent basis for presenting CLEs.

FREE CLE CREDITS are available to individuals who will volunteer to work the registration desk for CLEs sponsored by the PWCBA. This is easily accomplished by a person who is already planning on taking the CLE, and is vital to the continued success of the local CLE program. Please contact Cathy Croft at (703) 335-9390 to inquire.

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). Check the status of your CLE credits at www.vsb.org.

Up Coming CLEs

Sponsored by the Prince William County Bar

October 3, 2003, "Ethics CLE", 12:45 to 1:45 p.m., Jake's Seafood restaurant presented by Noel Sengel from the Virginia State Bar Ethics Council. 1.0 MCLE (Ethics) pending. See registration flyer in this newsletter.

October 15, 2003, "Third Annual *Pro bono* Seminar, Using the Process to Get to the End", 3:00 to 6:00 p.m., PWC Circuit Courtroom #4, presented by The Honorable Mary Grace O'Brien, J & DR District Court, E. Allen Newcomb, Amy M. Ashworth, Robert H. Klima and Catherine S. Croft, moderated by Robert M. Cooper, Jr. This will be a free three hour CLE for those who will take two *pro bono*, uncontested divorces cases for legal services over the next twelve months. 3.0 MCLE credits pending, including 1.0 Ethics. See registration flyer in this newsletter.

November, date, time TBA, "Personal Injury 101" presented by John D. Whittington and Tracy C. Hudson
January 23, 2004, "Bankruptcy", 2:00 to 4:00 p.m., presented by Ray Pring
February 20, 2004, "Mediation", 2:00 to 4:00 p.m., presented Philip Mulford

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October 1, 2003, "Intellectual Property for General Practitioners, An Overview of Patents, Trademarks, Copyrights and Trade Secrets, IP Issue-Spotting Advice", Noon-2:00 p.m. (lunch included), 1737 King Street, Suite 500, presented by Erin M. Dunston, Brian O'Shaughnessy and Albert Tramosch, 2.0 MCLE credits.

October 9, 2003, "Using Document Management Technology to Prevent Malpractice", Noon-2:00 p.m. (lunch included), American Legion Hall, 400 Cameron Street, presented by Joseph D. Grandinetti, Jr., 2.0 MCLE Credits, including 1.0 Ethics Credit.

Sponsored by the Fauquier Bar

Call Amanda Hitt at (540) 347-9223 for more information.

October 2, 2003, "Ethics", 8:30 to 11:00 a.m., (includes breakfast), at Fantastico's Restaurant in Warrenton, presented by Prolegia, 2.0 MCLE Ethics Credits.

Sponsored by the Fairfax Bar

Call (703) 246-2735 for more information.

October 2, 2003, "Annual Technology Seminar", 4:00-8:00 p.m., Fairfax Courthouse Cafeteria, presented by Sharon D. Nelson, John W. Simek, Richard J. Byrd, Olivier D. Long, Michael E. Ollen, Ted Mussenden and William B. Lowrance, 4.0 MCLE Credits, including 1.0 Ethics Credit, pending.

October 7, 2003, "Ethics", 12:00 to 1:30 p.m., (lunch included), Il Lupo Restaurant, presented by The Honorable Robert W. Wooldridge, Jr., 1.0 MCLE Ethics Credit, pending

October 22, 2003, "Professionalism & Civility for Young Lawyers: A Panel Discussion", 4:30 to 6:30 p.m., Fairfax Courthouse Cafeteria, presented by The Honorable M. Langhorne Keith, The Honorable R. Terrence Ney, The Honorable Jane Marum Roush, The Honorable Dennis J. Smith, Rodney G. Leffler, Thomas E. Spahn and moderated by Daniel Ortiz, 2.0 MCLE Ethics Credits, pending.

October 23, 2003, "Ethics", 12:00 to 1:30 p.m., (lunch included), Il Lupo Restaurant, presented by The Honorable Michael J. Cassidy, 1.0 MCLE Ethics Credit.

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on your calendar.

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Volunteers Needed to Judge the 2003 Character Counts Essay Contest

By Kathleen Latham Farrell

The PWCBA is preparing for the **2003 Character Counts Essay Contest** that is underway in area middle schools. We expect to have higher participation this year in light of the \$100 cash reward offered for the top essay. The cash reward was made possible through a generous grant awarded by the Prince William County Bar Foundation. If you would like to volunteer as a judge for the essay contest this year, **please contact Kathy Farrell at (703) 335-9390.**

Family Law Update

By Barbara Stough

The Family Law Committee continues to develop the CLE through which training is provided for the Uncontested Divorce project. (See registration flyer in this newsletter.) The Committee is also working on a second draft of an educational brochure to be distributed to both parties in J & DR District Court when a GAL is appointed, to explain the role of the GAL and what can be expected. The J & DR children's waiting room project is still underway as well and the committee is looking for a source of volunteers to staff the area.

Judicial Evaluations

By Kevin Childers

Editor's Note: Please recall that the Supreme Court is instituting a statewide pilot program for judicial evaluations this year, and one of the courts in the Thirty-First Judicial Circuit has been selected to participate. You may receive two judicial evaluation packets as a result, and are encouraged to participate in both programs.

The following judges will be evaluated in October of this year:

1. Judge Herman A. Whisenant, Jr.
2. Judge Leroy F. Millette, Jr.
3. Judge Rossie D. Alston, Jr.
4. Judge Wenda K. Travers
5. Judge Janice J. Brice
6. Judge Mary Grace O'Brien

Evaluation forms will be mailed in the beginning of October and must be returned to the accounting firm by October 30, 2003.

You are qualified to evaluate a judge if, in the past 12 months, you have either appeared before or observed the judge on at least (four) 4 or more Motions Days, or one or more trials/hearings.

The judges receive only the tabulated results from the evaluation forms, plus the originals of the comments sheet. Your evaluation forms remain anonymous.

REMINDER: All comments go directly to the judges, candid, constructive comments are welcomed

-10-

Bankruptcy Update

By Scott Donovan

One fallacy I frequently hear, is that persons can only file Bankruptcy once every seven years. This is not true. Actually you can only receive one discharge every six years and one day. Therefore if a client filed a Chapter 7 and obtained a Discharge, but has a threatened foreclosure, garnishment, or repossession, they can file a Chapter 13, stopping those actions, while the client reorganizes by setting up a payment schedule through the bankruptcy court (or just runs and hides from his creditors. Of course, none of my clients do that. ha ha). Chapter 13 is a purely voluntary procedure that with a few exceptions, clients can terminate at any time and go in and out of frequently. In fact, you actually could file a second chapter 7 and get protection of the court, but you could not get another discharge within the six years and one day. There are occasionally cases where it makes sense to do this, but they are rare.

Classifieds

The Civil Rights Division, Dept. Of Justice, seeking attorney for Deputy Chief of the Employment Litigation Section (ELS) in Washington, D.C. ELS section responsible for enforcing against state and local government employers Title VII of the Civil Rights Act of 1964, as amended. The ELS also defends federal affirmative action procurement programs and the Dept. of Labor's enforcement efforts under Executive Order 11246. Applicants must possess a J.D. degree, be an active member of the bar in good standing, any jurisdiction, have a min. of 6 years post-J.D. experience, including federal court litigation and significant supervisory experience, preferably with the D.O.J or another agency of the federal government. Submit resume, brief writing sample, (no more than five pages), and current performance appraisal by Fax (202) 305-9667, Attention: 03-ATT-011 or E-mail crd.vacancies@usdoj.gov, subject line 03-ATT-011.

Employment Wanted: Administrative or legal assistant position for former attorney reentering work force. Strong written and communication skills, strict attention to details. Contact Joan Boardman at 703-369-6662.

Help Wanted: Two attorney law firm seeks experienced secretary/paralegal. Friendly work environment, Salary DOE. Benefits. Strong word processing skills required. Knowledge of Timeslips a plus. Send resume and references to Law Firm, 9254 Center Street, Manassas, VA 20110.

Book Club: 1st meeting: October 14th, 4:00 p.m., Law Library. We'll be discussing: Bel Canto: A Novel by Ann Patchett. Bel Canto is a short, funny page-turner about a kidnapping in a mythical South American country. (Available at bookstores or Amazon.com for about \$10, National Book Award 2002.) We're a smart bunch, so come join us for some interesting talk about books. Nancy Croteau 703-730-1726.

Vacation Property For Rent: Florida Keys Vacation Home Waterfront with beach in your backyard; snorkeling, sunsets; 2BR/2Ba Call Garth Wainman for rental info 703-330-7400.

Classifieds, Continued

Office Space Available: Office space in Manassas. Beautifully decorated. One full service office with receptionist. One two room office with outside entrance. Call Carol Hill at 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.

Membership Support projects underway...

Annual Pro bono recognition luncheon in November.

Two Judicial Portraits in progress, unveiling scheduled for December.

New membership directories in progress, printing scheduled for last quarter of 2004.

New courthouse guidelines in progress, distribution planned for early December.

Need your **ethics credits** before October 31st? Come to the October luncheon meeting to get your first hour of **ethics** as you learn about the Disciplinary System of the Virginia State Bar and review some quick tips on how to avoid bar complaints.

Get your second **ethics** hour at the Third Annual Pro bono Seminar as you learn about processing uncontested divorces.

Community Service projects underway...

Candidates Forum, October 9, 2003, 7:00 p.m. at Grace E. Metz Middle School, 9700 Fairview Avenue, Manassas.

Character Counts!® Essay Contest, will get underway in October with awards ceremony planned in November just before Thanksgiving.

Public education brochures from the Family Law Committee on GALs and from the Public Relations Committee on How to Work with an Attorney

Conciliators program under development.

J & DR children's waiting room under consideration.

Your Bar is working hard for you!

Upcoming Dates:

October 3, 12:30 p.m., General Luncheon meeting at Jake's Seafood Restaurant, program: FREE ETHICS CLE by Noel Sengel, Esq., Senior Assistant Bar Counsel, VSB. See registration flyer this newsletter.

October 9, 7:00 p.m., Candidates Forum, Metz Middle School, see cover article for details.

October 10, deadline for submittals for the November issue of *Hear Ye! Hear Ye!*

October 13, all three courts closed in observation of Columbus Day.

October 15, "Third Annual Pro Bono Seminar, Using the Process to Get to the End", CLE, 3:00 to 6:00 p.m., circuit courtroom #4, see registration flyer this newsletter.

October 16th, PWCBF meeting, 12:30 p.m., Grand Jury room.

October 26, 7:30 a.m., PWCBA board meeting, Ambrosia's Café



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Remember to RSVP for the October 3rd, 2003 luncheon meeting and **FREE ETHICS CLE** on "Overview of the Disciplinary System of the VSB, and 10 Quick Tips on Avoiding Bar Complaints" presented Noel Sengel, Esq., Senior Assistant Bar Counsel of the VSB. The **CLE is free**, the lunch costs \$7.00 per member and \$13.00 per guest. Please RSVP for the CLE by calling the bar office at (703) 393-2306 or by mailing/faxing the enclosed reservation form to the bar office by 5:00 p.m., Wednesday, October 1st.



Hear Ye! Hear Ye!
P.O. Box 31
Manassas, VA 20108

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A Publication of the Prince William County Bar Association

The Prince William County Bar Association

Presents



Overview of the Disciplinary System of the Virginia State Bar and 10 Quick Tips on Avoiding Bar Complaints

A Continuing Legal Education Seminar

Friday, October 3, 2003

12:45 to 1:45 PM

During our regularly scheduled luncheon meeting

Jake's Seafood Restaurant, (formerly Hero's)

9412 Main Street

Manassas, VA 20110

The CLE is FREE.

Lunch Costs \$7.00 for members and \$13.00 for guests.

Presented by:
Noel D. Sengel, Esq.
Senior Assistant Bar Counsel
Virginia State Bar

MCLE approval is granted for 1.0 Ethics Credits for this presentation

Please use the form below to pre-register for the Ethics CLE

10-03-03

ATTORNEY'S NAME: _____

WILL YOU VOLUNTEER TO STAFF THE REGISTRATION DESK IN EXCHANGE FOR FREE CLE

CREDIT? YES _____ Call Cathy Croft at (703) 335-9390 For Details

FIRM: _____

ADDRESS: _____

PHONE: _____ FAX: _____ EMAIL: _____

Please return this registration form to Alissa N. Hudson, Executive Director, Prince William County Bar Association, Inc., P.O. Box 31, Manassas, VA 20108. No payment is required for the CLE, however, you must pre-register to ensure we have enough food and materials on hand, and you must pay for lunch. If you are making a late decision to attend, you may fax your reservation form to (703) 331-5683 by 5:00 PM 10-01-03. Of course, we always plan for a few walk-in registrants, (faxed reservations received after 5:00 PM on 10-01-03 will be considered walk-in registrations), but we can not guarantee the availability of food or materials. This form may be photocopied.

Prince William County Bar Association

Third Annual Pro Bono Seminar

Using the Process to Get to the End

October 15, 2003
3:00 p.m. to 6:00 p.m.
Circuit Court Room #4
Prince William County Judicial Center
9311 Lee Avenue
Manassas, VA 20110

Speakers and Topics

The Honorable Mary Grace O'Brien, J & DR District Court:
The Process, Navigating Custody, Visitation and Support Proceedings in the J & DR District Court

E. Allen Newcomb: *The Divorce Process, Getting the Decree*

Amy M. Ashworth, Robert H. Klima, & Catherine S. Croft
Ethics Panel: What You Say Matters!

Robert M. Cooper, Jr., *Moderator*

Accomplish Two Professional Goals at One Time:

- Gain Three CLE Credits, including one ethics credit
- Render Voluntary *Pro Bono Publico* Service

This CLE is sponsored by the Family Law Committee of the PWCBA.

Admission Fee:

- Agree to accept, during a twelve month period, two uncontested, no-fault, no property, no debt, no custody, no support divorce cases.
- No substitute payment allowed.

Legal Services of Northern Virginia will qualify and refer clients for legal services through the *Pro Bono* Committee of the Prince William County Bar Association.

Please use the form below to pre-register for the Pro bono CLE.

10-15-03

ATTORNEY'S NAME: _____

VOLUNTEER to staff the registration desk for this CLE? _____ Call Cathy Croft at (703) 335-9390 for Details.

FIRM: _____

ADDRESS: _____

PHONE: _____

FAX: _____

EMAIL: _____

Please return this registration form 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 10/14/03. Of course, we always plan for a few walk-in registrants, (faxed reservations received after 5:00 PM on 10/14/03 will be considered walk-in registrations), but we can not guarantee the availability of materials. This form may be photocopied.

VIRGINIA

IN THE GENERAL DISTRICT COURT OF PRINCE WILLIAM COUNTY

TO: State, County, City and Town Police Departments, National Park Rangers, VA Dept of Game & Inland Fisheries, George Mason University Police Department, NVCC Office of Police & Public Safety, Area Bar Associations, Magistrates, Sheriff, Commonwealth's Attorney, Clerks of Juvenile and Domestic Relations and Circuit Court; Offices of Criminal Justice Services, Dispute Resolution, Bull Run ASAP Office; and Volunteer Action Committee.

FROM: Clerk's Office, Prince William County **General District Court**

RE: **Amended 2004 Court Calendar**

There will be **NO** General District Court held on the following days of 2004. Please be sure that all appropriate staff is advised of this schedule.

Thursday	January 1	New Year's Day
Friday	January 16	Lee Jackson Day
Monday	January 19	Martin Luther King Day
Monday	February 16	Washington's Birthday
<i>Thursday/Friday</i>	<i>April 15 & 16***</i>	<i>Spring Judicial Conference</i>
Monday	May 31	Memorial Day
Monday	July 5	Independence Day
<i>Mon/Tues/Wed</i>	<i>August 16,17&18***</i>	<i>Fall Judicial Conference</i>
Monday	September 6	Labor Day
Monday	October 11	Columbus Day
<i>Tuesday</i>	<i>November 2***</i>	<i>Election Day</i>
Thursday	November 11	Veteran's Day
Thurs/Fri	November 25 & 26	Thanksgiving
Fri/Mon	December 24 & 27*	Christmas
Friday	December 31	New Year's Day

*** Office open – DO NOT set cases.

VIRGINIA

***IN THE JUVENILE AND DOMESTIC RELATIONS DISTRICT COURT
OF PRINCE WILLIAM COUNTY***

TO: State, County, City and Town Police Departments, PWC Bar Association,
Magistrate, Sheriff's Department, Commonwealth's Attorney, City Prosecutors,
Office of Criminal Justice Services, Dispute Resolution, Clerk, General District
and Circuit Court, Juvenile Court Services Unit, County Attorney's Office,
DCSE

FROM: Clerk's Office
Juvenile and Domestic Relations District Court

SUBJ: **Amended** 2004 Court Calendar

There will be NO Juvenile and Domestic Relations District Court held on the following days of 2004. Please notify appropriate staff of this schedule.

Thursday	January 1	New Year's Day
Friday	January 16	Lee Jackson Day
Monday	January 19	Martin Luther King Day
Monday	February 16	Washington's Birthday
Thursday/Friday	April 15 & 16**	Spring Judicial Conference
Monday	May 31	Memorial Day
Monday	July 5	Independence Day
Monday/Tuesday	August 16 & 17**	Fall Judicial Conference
Monday	September 6	Labor Day
Monday	October 11	Columbus Day
Tuesday	November 2**	Election Day
Thursday	November 11	Veteran's Day
Thursday/Friday	November 25 & 26	Thanksgiving
Friday/Monday	December 24 & 27	Christmas
Friday	December 31	New Year's Eve

** Clerk's Office Open – DO NOT set cases