

IN THE SUPREME COURT OF IOWA

IN THE MATTER OF THE)	
ATTORNEY DISCIPLINARY)	
BOARD AND THE GRIEVANCE)	2020 ANNUAL REPORT
COMMISSION OF THE SUPREME)	
COURT OF IOWA)	

The attached consolidated annual report of the Attorney Disciplinary Board and the Grievance Commission is submitted as required by Iowa Court Rule 35.25 for the reporting period January 1, 2020, through December 31, 2020.

Respectfully submitted,

OFFICE OF PROFESSIONAL REGULATION

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A watercolor illustration of the Iowa State Capitol building. The central focus is the large, blue-domed structure with a white base and a row of small, square windows. Below the dome is a decorative pediment with intricate carvings. The main facade features several tall, narrow windows with blue panes and a large, ornate entrance at the bottom left. The text is overlaid on the upper portion of the image.

Attorney Disciplinary Board & Grievance Commission

OF THE SUPREME COURT OF IOWA

ANNUAL REPORT
2020



Compliance with the rules, as with all law in an open society, depends primarily upon understanding and voluntary compliance, secondarily upon reinforcement by peer and public opinion, and finally, when necessary, upon enforcement through disciplinary proceedings. The rules do not, however, exhaust the moral and ethical considerations that should inform a lawyer, for no worthwhile human activity can be completely defined by legal rules. The rules simply provide a framework for the ethical practice of law.

Preamble, Iowa Rules of Professional Conduct

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Who We Are

Attorney Disciplinary Board

The Iowa Supreme Court Attorney Disciplinary Board (ADB) is authorized and created by the Iowa Supreme Court in Court Rule 34.6. The Board is responsible for receiving and investigating ethics complaints against attorneys whose practice falls within the Board's jurisdiction. Each formally-opened complaint is investigated, and the Board then dismisses the complaint, privately admonishes the attorney, or seeks formal discipline (a public reprimand, a term of suspension, or license revocation). All public discipline is imposed by the Supreme Court in the form of a publicly-accessible court order.

Board Members

The Board meets quarterly to review allegations of attorney misconduct by Iowa's lawyers. At these meetings, the Board also reviews policies and procedures for attorney discipline. The Board consists of nine volunteer attorneys and three volunteer lay members, all of whom are formally appointed by the Court for up to two 3-year terms. The following people served on the Board during 2020:

Attorney Members

Jane Rosien, Winterset (Chairperson)
Scott Buchanan, Algona (appointed 7/1/2020)
Stephanie L. Cox, Des Moines (until 6/30/2020)
Karen J. Erger, Cedar Rapids
Jennifer Gerrish-Lampe, Waukee (appointed 7/1/2020)
Nicholas G. Pothitakis, Burlington
Lucas J. Richardson, Ames
Reyne L. See, Marshalltown
Mark C. Smith, Des Moines
Janece Valentine, Fort Dodge
Andrew F. Van Der Maaten, Decorah (until 6/30/2020)

Lay Members

Tim McClimon, DeWitt
Dr. Debbie Nanda McCartney, Des Moines
Reginald Roberts, Algona

Attorney Disciplinary Board Staff

The Board also includes five full-time ethics prosecutors, several investigators and support staff, and an administrator.

Attorneys

Tara M. van Brederode (Administrator/Assistant Director for Attorney Discipline)
Wendell J. Harms (Senior Ethics Counsel)
Lawrence F. Dempsey IV (Ethics Counsel)
Alexis W. Grove (Ethics Counsel)
Crystal W. Rink (Ethics Counsel)
Allison A. Schmidt (Ethics Counsel)
Charles L. Harrington (Special Ethics Counsel, part-time)
Norman G. Bastemeyer (Special Ethics Counsel, part-time)

Paralegal and Investigators

Sara Gilliam (Paralegal)
Melissa R. Hill (Investigator)
Erin Ross-Johnson (Investigator)

Legal Assistants

Shari Craven-Webb
Myskal Kanietova

Grievance Commission

The Iowa Supreme Court Grievance Commission is authorized and created by Iowa Court Rule 34.1. The Grievance Commission holds fact-finding hearings on ethical complaints that were not able to be resolved through the ADB investigative process. It does not accept complaints directly from the public. Grievance Commission hearings are closed to the public and its filings are confidential. The Grievance Commission may dismiss, admonish, or recommend discipline up to revocation of license to the Supreme Court. The Supreme Court reviews and imposes or approves all discipline above a private admonition. All discipline above a private admonition is reported in a public opinion. There is no set schedule of meetings for the Grievance Commission, as panels are convened on an "as-needed" basis.

Commission Members

105 lawyers currently serve on the Grievance Commission. 25 lawyers are appointed from district 5C, 15 lawyers from 5A, 10 lawyers from 6, and 5 lawyers from each other judicial election district. 35 lay members are appointed from across the state. All grievance commission members are unpaid volunteers appointed by the Supreme Court for three-year terms. A complete list of all members of the Grievance Commission during 2020 may be found in attachment A to this report.

Attorney Chad Boehlje served as chairperson until June 30, 2020. Attorney Beatriz A. Mate-Kodjo was appointed by the Court to serve as chairperson effective July 1, 2020. Attorney Brian J. Williams was selected to serve as vice-chair effective July 1, 2020.

Grievance Commission Staff

The Grievance Commission staff consists of one attorney and one assistant. Assistant Director Jessica Taylor serves as administrator and Clerk of the Grievance Commission. Dorrie Marshall assists as her program manager.

What We Do

As part of its responsibility to supervise lawyers and in the interest of promoting public confidence in the legal system, the Iowa Supreme Court has created procedures for addressing complaints concerning alleged violations of the Iowa Rules of Professional Conduct. The Iowa Rules of Professional Conduct are located in Chapter 32 of the Iowa Court Rules.

Attorney Disciplinary Board

Public Inquiries

Board staff responded to at least 384 inquiries from the public in 2020, in each instance either directing the inquiring party to the appropriate resource or providing the party with a complaint form and/or information about the function and role of the Board.

Complaint Intake

Since 2012, Iowa Court Rule 35.4 has given the assistant director for attorney discipline the discretion not to open an investigation when the information provided by the complainant, “if true, would not constitute misconduct or incapacity, or if the complaint is facially frivolous, stale, lacking in adequate factual detail, duplicative, or outside the board’s jurisdiction, or does not otherwise reasonably warrant investigation.”

In 2020, 531 potential complaints were filed with the Board. The assistant director exercised her discretion to decline to open investigations of at least 318 of them. Each potential complainant was notified of the decision not to investigate; many complainants choose to resubmit complaints with additional documentation.

Investigation and Case Processing

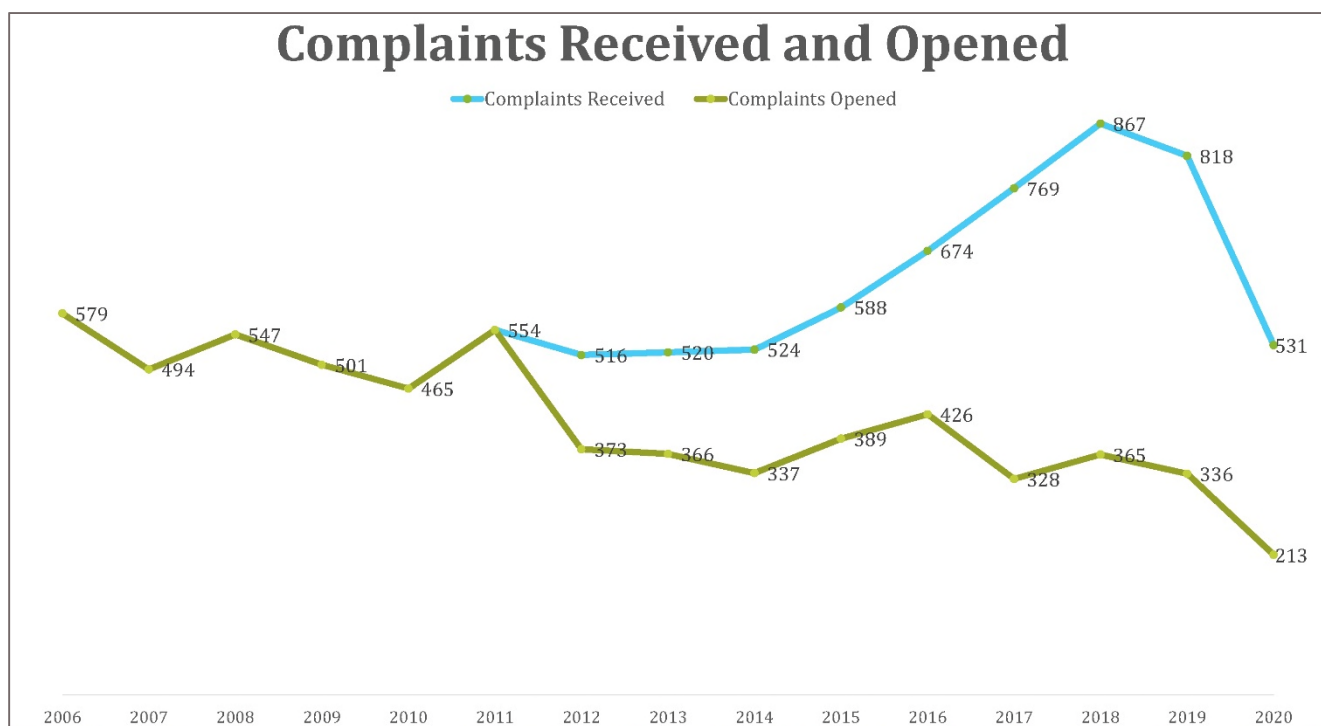
The Board opened 213 Board matters for investigation and/or processing during 2020, not including probate delinquencies reported by clerks of the district court. This compares with 336 new complaint files opened during 2019.

The graphic below reflects the impacts of two significant changes in case processing by the Board, as well as the global COVID-19 pandemic that began in March of 2020.

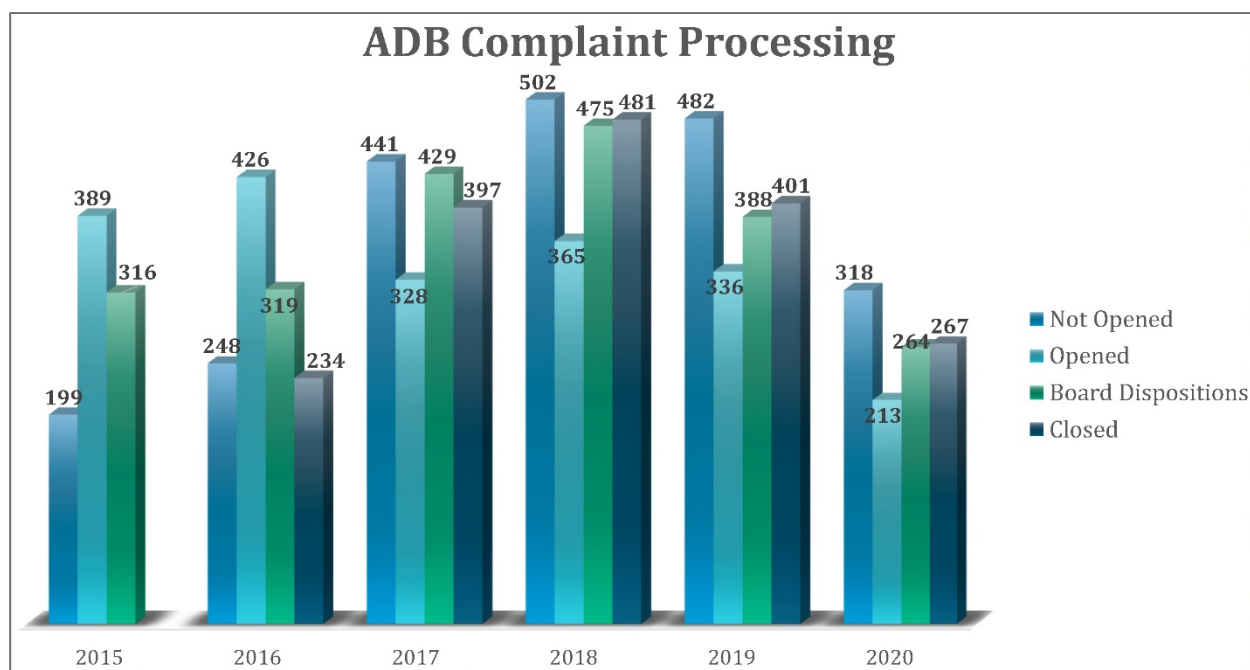
As noted above, in 2012, the Iowa Supreme Court granted the assistant director for attorney discipline the discretion to decline to open certain types of investigations (see Court Rule 35.4). In 2016, the Board adopted a new electronic case-processing system that allowed the

Board to more accurately log and count every individual incoming complaint, even if a potential complainant filed more than one. This resulted in an apparent (but not actual) increase in the tallied number of complaints submitted to the Board.

The COVID-19 pandemic resulted in reductions in both incoming and opened complaints to approximately 2/3 of typical numbers. Early reports from other jurisdictions confirm that these reductions in volume occurred across the United States, regardless of jurisdiction size or demographic characteristics. It is likely this pattern resulted from health-related shelter-at-home orders, Court closures and continuances, and a reduction in demand for legal services in many practice areas.



For the fourth consecutive year, and in spite of the COVID-19 pandemic, the Board closed more matters than it opened. This pattern has eliminated the Board's investigative backlog and has resulted in quicker and more efficient prosecutions when warranted. Case-processing times have fallen dramatically for all types of cases.



Board Determinations

The Board met quarterly as required by Court Rule in 2020. All meetings were held virtually, with a quorum present at every meeting in 2020: March, June, September, and December. The Board made determinations in 264 complaint files. “Determinations” are decisions by the Board as to what action should be taken on a particular complaint.

File Closures

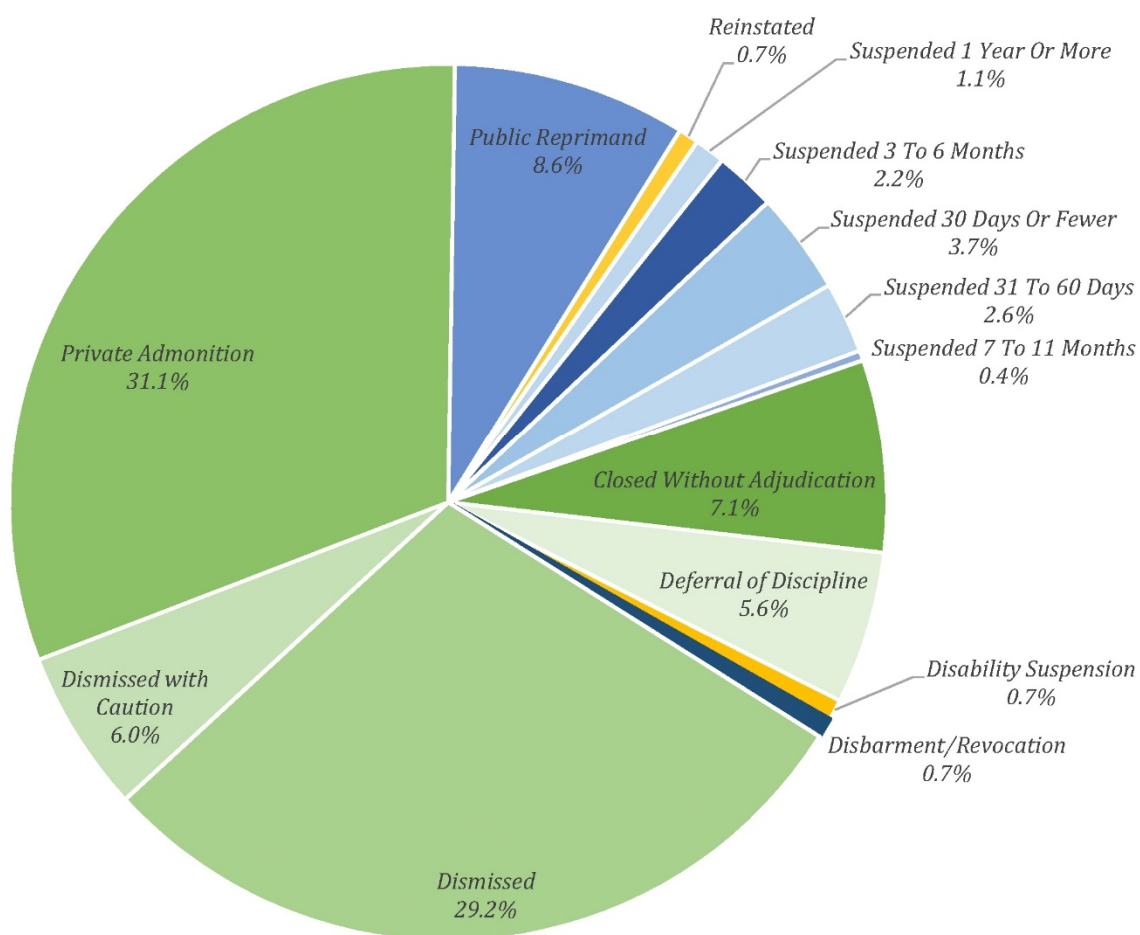
In addition to tracking dispositions by the 12-member Board, the Board has tracked file closures since mid-2016. The number of file closures is different from the number of Board dispositions because some dispositions (e. g., referrals for prosecution or public reprimands) require further action by Board counsel, the Grievance Commission, or the Supreme Court before the matter may be completely closed. The Board closed 267 matters involving 217 attorneys in 2020. In 2019, the Board closed 401 matters involving 320 attorneys.

The decrease in file closures in 2020 reflects the Board’s declining investigative and prosecutorial backlog and the dramatic impact of the COVID-19 pandemic on the Board’s caseload. File closures included the following final dispositions:

File Closures – Final Dispositions	Number of Matters	Percentage
Dismissed	94	35.2%
Private Admonition	83	31.1%

Closed Without Adjudication		19	7.1%
Public Reprimand		23	8.6%
Suspensions (29 Board Files/10.9%)	<i>Disability Suspension</i>	2	0.7%
	<i>Suspended 1 Year Or More</i>	3	1.1%
	<i>Suspended 7 to 11 Months</i>	1	0.4%
	<i>Suspended 3 To 6 Months</i>	6	2.2%
	<i>Suspended 31 To 60 Days</i>	7	2.6%
	<i>Suspended 30 Days Or Fewer</i>	10	3.8%
Disbarment/Revocation		2	0.7%
Reinstatement		2	0.7%
Deferral of Discipline		15	5.6%
Grand Total		267	100.0%

Final ADB Matter Dispositions in 2020 (n=267 files; 217 lawyers)



Areas of Law

As of April 2016, the Board began tracking the areas of law that give rise to disciplinary complaints that are opened and investigated. The following are the areas of law from which the 267 Board file closures in 2020 originated:

Area of Law	Number of Matters	Percentage
<i>Opened before April 2016</i>	<i>2</i>	<i>not included</i>
Criminal	72	27.17%
Appellate (including juv./crim. appeals)	36	13.58%
Family Law	29	10.94%
Probate	27	10.19%
Other (inc. conduct outside of practice)	24	9.06%
Civil	20	7.55%
Personal Injury	16	6.04%
Juvenile	11	4.15%
Consumer	8	3.02%
Real Estate	5	1.89%
Contract Disputes	3	1.13%
Employment	3	1.13%
Immigration	3	1.13%
Foreclosure/Bankruptcy	2	0.75%
Disability	2	0.75%
Insurance	2	0.75%
Professional Liability	2	0.75%
Grand Total	267	100.00%

Sources of Complaints

The Board tracks both criminal defendant and family law client complaints separately from complaints received from other types of clients. Criminal cases and family law cases are often emotionally wrenching for clients, and they are frequently disappointed in the outcomes and with their lawyers' efforts in those cases.

Source of Complaint	Number of Matters	Percentage
Client (other than criminal or family law)	54	20.22%
Prisoner or criminal defendant	39	14.61%
Judge or other attorney	37	13.86%
Supreme Court Clerk (upon dismissal of appeal)	33	12.36%
Board-initiated complaint	22	8.24%

Probate	20	7.49%
Attorney or member of attorney's firm (self-report)	13	4.87%
Family law client	12	4.49%
Other	12	4.49%
Adverse family law party	8	3.00%
Adverse attorney	5	1.87%
Client Security Commission	4	1.50%
Adverse party	4	1.50%
Commission on Unauthorized Practice of Law	3	1.12%
Clerk of Court	1	0.37%
Grand Total	267	100.0%

Ethics Violations Alleged

The ethical violation most often alleged was neglect or incompetence (alleged in 151 of 267 matters, or 57% of the matters reaching final disposition). The second most frequent category of alleged misconduct was failure to comply with Court-ordered deadlines, such as appellate filing or discovery deadlines (alleged in 58 matters, 22% of the total reaching final disposition). Other alleged misconduct appears in the table below.

Alleged Misconduct	Number of Allegations	Percentage (out of 267 matters)
Neglect and incompetence	151	56.6%
Failure to follow Court orders/deadlines	58	21.7%
Fraud, deceit, dishonesty, or misrepresentation	47	17.6%
Conflict of interest	27	10.1%
Attorney misconduct	24	9.0%
Fees	23	8.6%
Misappropriation or mishandling of money or property	14	5.2%
Pretrial or trial conduct	12	4.5%
Aiding or engaging in unauthorized practice of law	10	3.7%
Confidentiality	8	3.0%
Other	6	2.2%
Communication with adverse party	6	2.2%
Trust account irregularities	5	1.9%
Advertising and solicitation	4	1.5%
Failure to report ethical violation	4	1.5%

Frivolous litigation	3	1.1%
Interference with disciplinary system	2	0.7%
Criminal conviction	2	0.7%
Prosecutorial misconduct	1	0.4%
Grand Total	407 allegations in 267 matters	100.0%

Ethics Violations Found

In 2020, 104 different attorneys were found to have violated our governing ethics rules in 128 disciplinary matters. In many matters, more than one rule violation occurred.

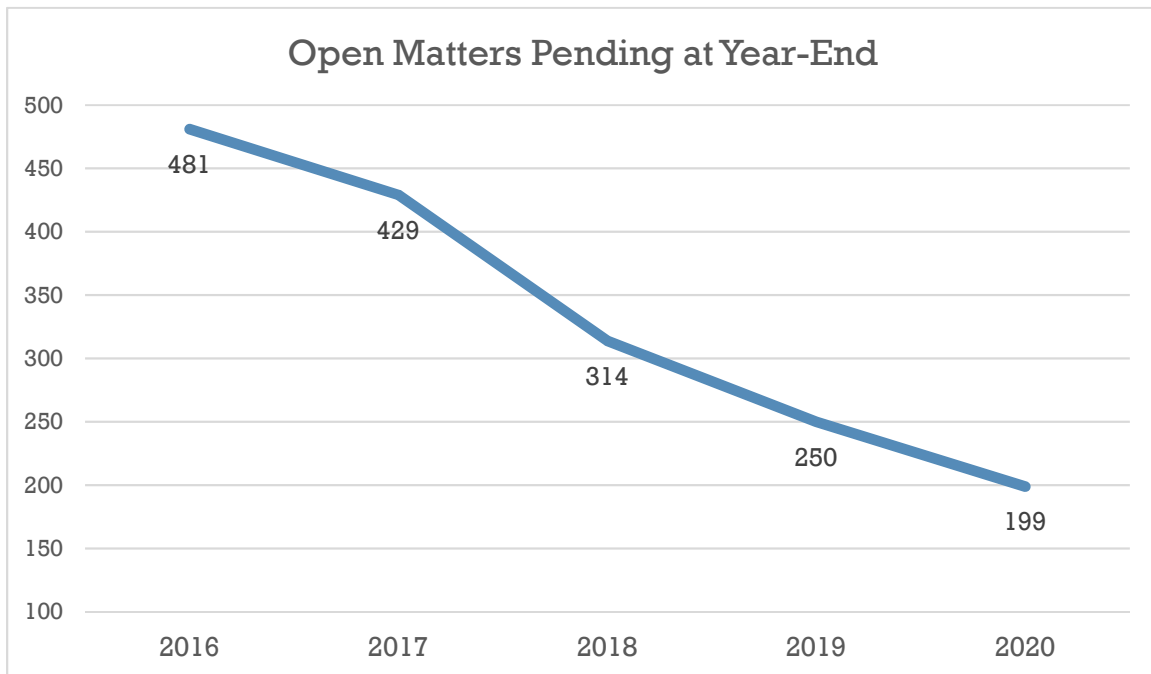
The pattern of actual violations differs notably from the pattern of alleged violations. The most commonly found violations were of Iowa Rules of Professional Conduct 32:8.4 (Misconduct), 32:1.3 (Diligence), 32:1.4 (Communication), and 32:3.2 (Expediting Litigation).

Violations Found – Matters Closed in 2020	Found in this number of Board matters	Percentage (out of 128 matters)
Rule 32:8.4 Misconduct	70	54.69%
Rule 32:1.3 Diligence	64	50.00%
Rule 32:1.4 Communication	41	32.03%
Rule 32:3.2 Expediting litigation	39	30.47%
Rule 32:8.1 Bar admission and disciplinary matters	10	7.81%
Rule 32:1.15 Safekeeping property	10	7.81%
Rule 32:1.1 Competence	9	7.03%
Rule 32:1.7 Conflict of interest: current clients	9	7.03%
Rule 32:1.5 Fees	6	4.69%
Rule 32:1.6 Confidentiality of information	6	4.69%
Rule 32:1.2 Scope of representation and allocation of authority between client and lawyer	5	3.91%
Rule 32:1.16 Declining or terminating representation	5	3.91%
Rule 45.2 Action required upon receiving funds	3	2.34%
Rule 32:5.5 Unauthorized practice of law; multijurisdictional practice of law	3	2.34%
Rule 32:7.3 Solicitation of clients	3	2.34%
Rule 32:1.9 Duties to former clients	3	2.34%
Rule 32:1.8 Conflict of interest: current clients: specific rules	3	2.34%
Rule 32:3.4 Fairness to opposing party and counsel	3	2.34%

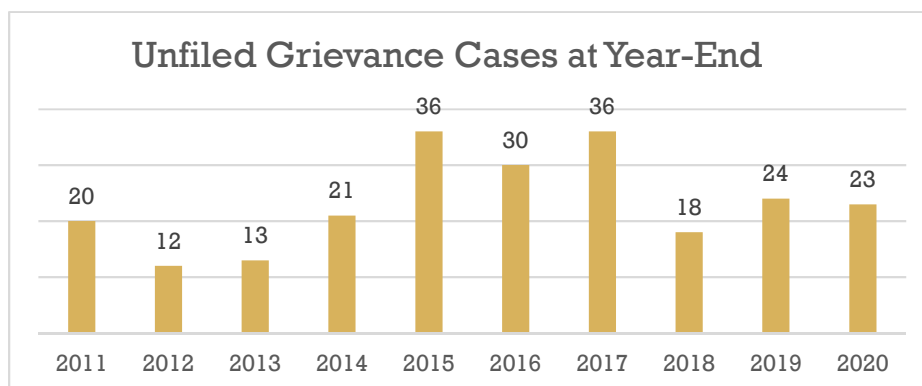
Rule 32:3.5 Impartiality and decorum of the tribunal	2	1.56%
Rule 45.7 Advance fee and expense payments	1	0.78%
Rule 45.1 Requirement for client trust account	1	0.78%
Rule 32:1.18 Duties to prospective client	1	0.78%
Rule 32:3.3 Candor toward the tribunal	1	0.78%
Rule 32:3.7 Lawyer as witness	1	0.78%
Rule 32:3.1 Meritorious claims and contentions	1	0.78%
Rule 32:4.4 Respect for rights of third persons	1	0.78%
Rule 32:4.2 Communication with person represented by counsel	1	0.78%
Grand Total	302 violations in 128 matters	100%

Matters Pending at Year-End

199 Board matters were pending, under investigation, awaiting prosecution, or being processed at the Board, Grievance Commission, or Supreme Court levels at the end of 2020. This compares with 250 such matters at the end of 2019, 314 at the end of 2018, 429 at the end of 2017, and 481 at the end of 2016.



Among those pending matters were 23 cases assigned for prosecution before the Grievance Commission that had not yet been filed with the Grievance Commission. This number reflects the challenges of moving matters forward during the COVID-19 pandemic, along with prosecutor vacancies and medical/parental leave periods spanning over 4 months of 2020.



Probate Delinquencies

The Board received 188 certifications from clerks of the district court of 139 individual lawyers' failures to cure probate delinquencies during 2020.

Typically, these certifications are provided to the Board by State Court Administration approximately 90 days after their filing in the district courts. The Board processed the December 2019 certifications in March of 2020, but declined to open probate delinquency matters for NEW June 2020 delinquencies due to the COVID-19 pandemic.

For each certification from December 2019, a formal "notice to cure" letter was generated and mailed to the attorney. The attorney was notified that failure to certify to the Board within 30 days that the matter was no longer delinquent would result in the opening of a formal disciplinary investigation. Nine (9) such probate delinquency matters were converted to Board matters upon the attorneys' failures to cure the delinquencies and a review of the file status as of June 1, 2020. Matters that remained delinquent as of both dates, December 1, 2019, and June 1, 2020, prompted formal investigation.

This procedure allows the Board to identify problems more rapidly than in the past and gives the Board the opportunity to consolidate matters involving the same attorney for Board consideration.

Deferrals of Discipline

Eight attorneys entered into deferral of discipline agreements with the Board in 2020, as authorized by Court Rule 35.14. Compliance with the terms of deferral agreements is monitored by the Board's administrator and paralegal.

The Board began including a paragraph about the deferral rule in every notice of disciplinary complaint generated in 2020, as a reminder and invitation to respondent lawyers to review the rule and propose a deferral if the circumstances warrant that option. The Board also suggests deferral in appropriate matters.

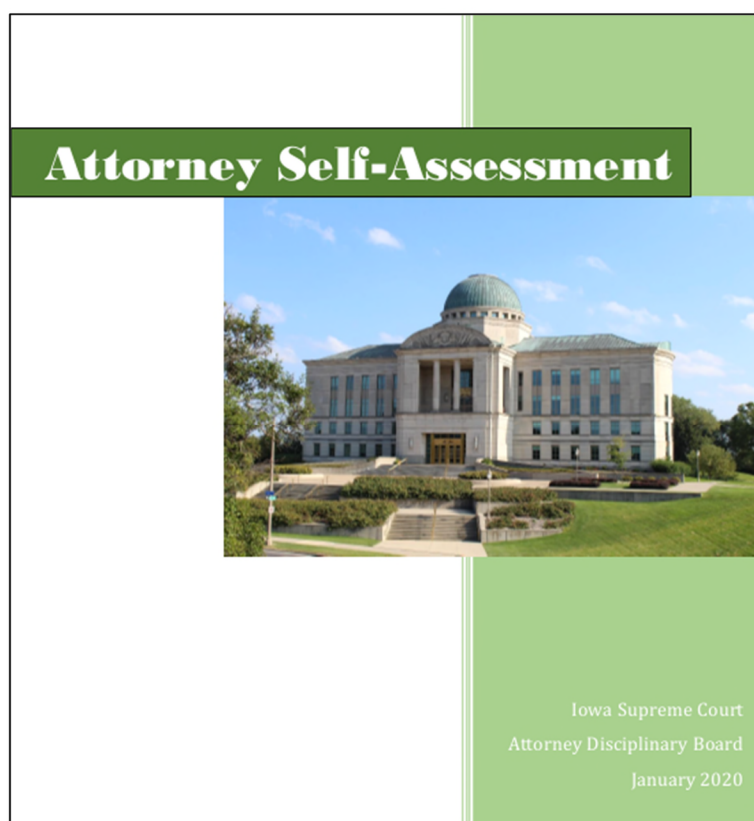
Educational Outreach & Proactive Management-Based Regulation (PMBR)

During 2019, the Board prepared and published a handbook entitled “[Choosing and Working with a Lawyer](#),” which is available to the public online. The handbook is designed to help clients and potential clients work productively with Iowa attorneys. The web link to this handbook is supplied by the Board to all members of the public who request attorney complaint forms.

During 2020, the Board created and circulated an [Iowa Attorney Self-Assessment](#) tool for Iowa lawyers to review their understanding of and compliance with our governing ethics rules.

The Self-Assessment addresses the following areas: competence, communication, confidentiality, conflicts of interest, records management, staff and office management, financial management, access to justice, client development, well-being, and inclusivity. It contains 314 questions, commentary on the applicable ethics rules, and links to rules and resources. The Self-Assessment tool is a required component of every deferral agreement and has received national attention from other regulatory entities.

The Board continues to provide continuing education (CLE) programming and outreach to Iowa’s law schools and legal organizations. The Board’s staff are actively involved with the National Organization of Bar Counsel (NOBC) and the Organization of Bar Investigators (OBI) and serve in leadership/committee positions in both organizations.



Despite the challenges of the pandemic in 2020, Board staff provided CLE or instruction to the following groups:

January 24, 2020	Story County Bench-Bar Seminar, Ames, IA
February 15, 2020	National Organization of Bar Counsel (NOBC), Austin, TX
April 2, 2020	ISBA Juvenile CLE seminar
April 13, 2020	Drake Law Practice Management Class, Des Moines
May 20, 2020	ISBA Annual Meeting – webinar
July 21, 2020	Whitfield & Eddy CLE seminar
July 31, 2020	NOBC Disciplinary Directors Meeting – lead moderator
August 5, 2020	State Public Defender New Attorney Training via videoconference
August 19, 2020	Iowa Legal Aid new advocate training
August 27, 2020	Presentation to Drake 2Ls – wellbeing and OPR (with Dan Saar)
September 11, 2020	ISBA Bridge the Gap CLE
September 18, 2020	ISBA Corporate Counsel and Trade Regulation CLE
October 8, 2020	Jack Levin Family Inn of Court CLE
October 23, 2020	ISBA Family Law Seminar CLE
October 26, 2020	Drake Law presentation – Criminal Law class
October 29, 2020	Iowa Civil Rights Commission + Workforce ALJs
November 10, 2020	Iowa Legal Aid new advocate training
November 12, 2020	Polk County Bar Association seminar CLE
December 16, 2020	Iowa Association of Criminal Defense Lawyers

Grievance Commission

Annual Filings

During calendar year 2020, the Grievance Clerk recorded 14 new Grievance Commission filings by the ADB. There were six hearings before the Grievance Commission. Three cases were voluntarily dismissed by the ADB. At the end of 2020, there were ten matters pending to be resolved:

	2020	2019	2018	2017	2016	2015	2014
Grievance Matters Pending on Jan 1st	17	27	13	15	18	22	20
Grievance Matters Filed During Year	14	19	34	15	11	15	20
Grievance Hearings Held During Year	6	12	9	6	11	13	15
Final Disposition of Grievance Matters During Year	20	29	20	17	13	19	18
Grievance Matters Pending on 12/31	10	17	27	13	15	18	22

Dispositions

In 2020, the Iowa Supreme Court reached final disposition in 17 grievance matters. The Court issued three public reprimands. Of the 13 suspensions issued by the Court, six were consented to by the Respondents. One case resulted in revocation.

IOWA SUPREME COURT DISPOSITION SUMMARY 2020

DOCKET NUMBER	DISMISSAL	PRIVATE ADMONITION UPON CONSENT	PRIVATE ADMONITION	REPRIMAND ON CONSENT	REPRIMAND	SUSPENDED 30 DAYS OR LESS	SUSPENDED 31 TO 60 DAYS	SUSPENDED 61 TO 89 DAYS	SUSPENDED 3 TO 6 MONTHS	SUSPENDED 7 TO 11 MONTHS	SUSPENDED 1 YEAR OR MORE	VOLUNTARILY REVOKED	REVOKED
864											X		
875					X								
880									X				
885						X							
888					X								
891													X
892									X				
893					X								
894									X				
896						X							
902											X		
903						X (consent)							
904										X (consent)			
909							X (consent)						
911						X (consent)							
914									X (consent)				
916						X (consent)							
Totals	0	0	0	0	3	5	1	0	4	1	2	0	1

Attachment B to this report sets forth the allegations made against each respondent by the Board, the Grievance Commission panel's findings and recommendation, and the ultimate disposition by the Iowa Supreme Court.

Disability and Other Discipline Orders

Authority for disability or disciplinary orders exists in portions of the Iowa Court Rules outside the scope of the Grievance Commission function. They include matters such as suspensions for failure to comply with the mandatory reporting requirements, failure to comply with specific court obligations or temporary suspensions for failing to respond to inquiries by the attorney disciplinary board or client security commission. During calendar year 2020, the following orders were entered under these other provisions of the Iowa Court Rules:

	2020	2019	2018	2017	2016
Suspensions based on failure to comply with continuing legal education or client security reporting and fee payment duties under chapters 39 through 42 of the Iowa Court Rules	23	18	14	15	13
Public reprimands issued directly by the Attorney Disciplinary Board, with court approval, under Iowa Court Rule 35.12	16	28	14	18	25
Temporary suspensions issued under Iowa Court Rule 35.7 based on failure to respond to notice of complaints received by the Attorney Disciplinary Board	6	3	5	8	8
Suspensions issued due to lawyer disability per Iowa Court Rule 34.17	2	3	3	2	0
Suspensions based on abandonment of practice as per Iowa Court Rule 34.18	0	0	0	1	0
Reprimands, suspensions, or revocations issued based on the reciprocal discipline provisions of Iowa Court Rule 34.19	3	1	1	0	2
Suspensions or revocations issued based on receipt of a certified copy of judgment in a criminal prosecution under the provisions of Iowa Court Rule 34.15	0	0	0	3	1
Suspensions based on failure to comply with auditing or claim investigation requirements of the Client Security Commission, based on the authority of Iowa Court Rule 39.12	0	5	2	1	0
Suspensions based on failure to honor child support, college student loan obligations, or tax based on the provisions of Iowa Court Rules 34.20, 34.21, or 34.22	1	1	4	0	0
Suspensions based on a substantial threat of serious harm to the public, based on Iowa Court Rule 34.14	0	0	2	0	2

Financial Overview

Since 1995, every bar member, unless exempt, has been required to pay to the Client Security Commission an annual fee as determined by the Court to finance the disciplinary system. The annual fee is used to pay operating expenditures for the Attorney Disciplinary Board, Iowa Lawyers Assistance Program, Grievance Commission, and the Commission on the Unauthorized Practice of Law. The annual fee was increased from \$175 to \$200 in 2018. Attorneys pay the annual fee as part of the filing of their annual Client Security report.

The Client Security Commission has established separate bookkeeping records and accounts for funds received to finance the disciplinary system. A Disciplinary Fund checking account has been established for disciplinary operations. The required annual fees received from attorneys to finance the disciplinary system are deposited initially in the Investment Account of the Client Security Commission, and then transferred to the Disciplinary Fund checking account. When rates of return warrant, funds deposited to the Disciplinary Fund checking account are diverted to interest-bearing certificates of deposit insured by the Federal Deposit Insurance Corporation or a savings account, to the extent not necessary to support current operations of the Grievance Commission or the other entities supported by the disciplinary fee.


During the fiscal year July 1, 2019 through June 30, 2020, annual fees received to finance the disciplinary system totaled \$1,874,853, which included the annual fees, late filing fees, investment income, and reimbursement of disciplinary costs paid.

Total expenditures made for the disciplinary system during fiscal year 2019-2020 were \$1,823,722. The Client Security Commission paid a total of \$1,389,785 for the fiscal year 2019-2020 operating budget of the Iowa Supreme Court Attorney Disciplinary Board. The Commission also paid operating expenditures for the Grievance Commission totaling \$301,869, operating expenses of the Commission on the Unauthorized Practice of Law totaling \$32,108, and a subsidy for the Iowa Lawyers Assistance Program totaling \$99,960.

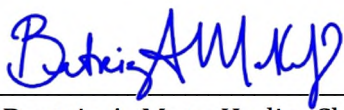
The Grievance Commission and seven other boards, commissions, or functions administered by the main office of the Office of Professional Regulation share staff, files, and equipment to minimize operating expenses. The accounting and budget years for the boards and commissions are standardized on the same fiscal year as state government generally. On June 11, 2020, the Court approved operating budgets attached at Attachment C for the Grievance Commission, the Commission on the Unauthorized Practice of Law, and for the Attorney Disciplinary Board for the fiscal year July 1, 2020 through June 30, 2021. Continued cooperation between all of the boards and commissions administered by the Office of Professional Regulation makes it possible to operate within these budgets.

Dated: February 25, 2021.

THE IOWA SUPREME COURT
ATTORNEY DISCIPLINARY BOARD

By 
Jane Rosien, Chair

GRIEVANCE COMMISSION OF THE SUPREME COURT
OF IOWA

By 
Beatriz A. Mate-Kodjo, Chair

- Attachment A: Grievance Commission Members During 2020
Attachment B: Synopses and Reports Regarding Grievance Cases Reaching Final
Disposition During Calendar Year 2020
Attachment C: OPR Budgets for FY2020-21

**ATTACHMENT A
GRIEVANCE COMMISSION MEMBERS SERVING DURING 2020**

<u>CHAIRPERSON</u>	<u>TERM EXPIRES</u>
<i>Chad Boehlje (until 6-30-20)</i>	6-30-21
<i>Beatriz A. Mate-Kodjo (effective 7-1-20)</i>	6-30-22
1A	
<i>Maureen Quann</i>	6-30-22
<i>Natalia H. Blaskovich</i>	6-30-23
<i>Gary Mick</i>	6-30-20
<i>Tonya A. Trumm</i>	6-30-21
<i>John W. Bernau</i>	6-30-21
<i>Richard Kirkendall</i>	6-30-23
1B	
<i>Susan M. Abernathy</i>	6-30-22
<i>Jennifer Schwickerath</i>	6-30-23
<i>Tiffany Kragnes</i>	6-30-21
<i>Alice T. Koempel</i>	6-30-20
<i>Brian J. Williams</i>	6-30-22
<i>Yeshimebet Abebe</i>	6-30-23

2A

<i>Matthew F. Berry</i>	6-30-22
<i>Jacqueline K. Arthur</i>	6-30-20
<i>Philip L. Garland</i>	6-30-20
<i>Mark L. Walk</i>	6-30-22
<i>Kelsey A. Beenken</i>	6-30-21
<i>Michael Moeller</i>	6-30-23
<i>Nellie D. O'Mara</i>	6-30-23

2B

<i>Shawn Smith</i>	6-30-21
<i>Mary Howell Sirna</i>	6-30-22
<i>Jessica A. Reynolds</i>	6-30-22
<i>Dennis Parmenter</i>	6-30-23
<i>Laura A. Eilers</i>	6-30-23

3A

<i>Micah J. Schreurs</i>	6-30-20
<i>Shawna Nolan Ditsworth</i>	6-30-20
<i>Kristi J. Busse</i>	6-30-22
<i>Melanie Summers Bauler</i>	6-30-23
<i>James L. Lauer</i>	6-30-21
<i>John M. Sandy</i>	6-30-23
<i>Jennifer A. Bennett Finn</i>	6-30-23

3B

<i>C. Michelle Venable-Ridley</i>	6-30-23
<i>Ian McConeghey</i>	6-30-23
<i>Richard H. Moeller</i>	6-30-22
<i>Andrea H. Buckley</i>	6-30-21
<i>Lindsey R. Buchheit</i>	6-30-21

4

<i>Jon Heisterkamp</i>	6-30-21
<i>Jon J. Narmi</i>	6-30-23
<i>Naeda E. Elliott</i>	6-30-23
<i>Katherine Murphy</i>	6-30-22
<i>Deborah Petersen</i>	6-30-20
<i>Lilly A. Richardson-Severn</i>	6-30-23

5A

<i>Beatriz A. Mate-Kodjo</i>	6-30-22
<i>Peter W. Blink</i>	6-30-22
<i>Adam Otto</i>	6-30-20
<i>Katie L. Ranes</i>	6-30-23
<i>Stacie Codr</i>	6-30-21
<i>Jennifer Gerrish-Lampe</i>	6-30-20
<i>Kara McClure</i>	6-30-20
<i>Craig Shannon</i>	6-30-20

<i>Chad Boehlje</i>	6-30-21
<i>Mollie Pawlosky</i>	6-30-20
<i>Janet Burkhead</i>	6-30-21
<i>Tyler L. Eason</i>	6-30-21
<i>Samuel H. Braland</i>	6-30-21
<i>Brent Hinders</i>	6-30-22
<i>Julie J. Bussanmas</i>	6-30-21
<i>Daniel Herting</i>	6-30-23
<i>Kellen Corbett</i>	6-30-23
<i>Molly McConville Weber</i>	6-30-23
<i>Patrick B. White</i>	6-30-23
<i>Hilary J. Montalvo</i>	6-30-23

5B

<i>Jenna Lain</i>	6-30-21
<i>Melissa Larson</i>	6-30-21
<i>Kristian E. Anderson</i>	6-30-23
<i>Diana L. Rolands</i>	6-30-23

5C

<i>Elizbeth A. Kellner-Nelson</i>	6-30-21
<i>Julie Pottorff</i>	6-30-21
<i>Loree Nelson</i>	6-30-21
<i>Erin E. Schneider</i>	6-30-23

<i>Gregory A. Witke</i>	6-30-22
<i>David M. Erickson</i>	6-30-22
<i>Jonathan E. Kramer</i>	6-30-23
<i>Steve Despotovich</i>	6-30-20
<i>Caroline K. Bettis</i>	6-30-23
<i>Michael A. Carmoney</i>	6-30-23
<i>Katie A. Ervin Carlson</i>	6-30-23
<i>Thomas Duff</i>	6-30-20
<i>Deborah Svec-Carstens</i>	6-30-20
<i>Erin Herbold</i>	6-30-20
<i>John Fatino</i>	6-30-21
<i>Thomas H. Walton</i>	6-30-21
<i>Joseph Gamble</i>	6-30-21
<i>Carol Moser</i>	6-30-21
<i>John McCormally</i>	6-30-22
<i>Amy S. Montgomery</i>	6-30-22
<i>Tammi Blackstone</i>	6-30-22
<i>Christine Lebron Dykeman</i>	6-30-22
<i>Erin C. Lain</i>	6-30-22
<i>Ashley A. Tollakson</i>	6-30-22
<i>Mary A. Triick</i>	6-30-23
<i>Jill A. Eimermann</i>	6-30-21
<i>Mark Gray</i>	6-30-22

Patrick D. Smith 6-30-23

Sharon M. Wegner 6-30-23

6

Melody Butz 6-30-21

Mark Fisher 6-30-21

Lisa M. Epp 6-30-22

Alex J. Anderson 6-30-23

Cynthia Sueppel 6-30-20

Elizabeth J. Craig 6-30-23

Jennifer Zahradnik 6-30-21

Thomas Hobart 6-30-21

Joseph W. Younker 6-30-21

Eric W. Lam 6-30-22

Matthew D. Dake 6-30-23

7

Courtney T. Wilson 6-30-21

Ralph W. Heninger 6-30-23

Mikki Schiltz 6-30-20

Elizabeth J. Cervantes 6-30-21

Lisa R. Jones 6-30-22

Jean Z. Dickson 6-30-23

8A

<i>Susan C. Scieszinski</i>	<i>6-30-21</i>
<i>Andrew J. Ritland</i>	<i>6-30-23</i>
<i>Ryan J. Mitchell</i>	<i>6-30-23</i>
<i>Ashley L. Walkup</i>	<i>6-30-21</i>
<i>Cynthia D. Hucks</i>	<i>6-30-21</i>

8B

<i>Darin R. Stater</i>	<i>6-30-22</i>
<i>Brent R. Ruther</i>	<i>6-30-22</i>
<i>Jonathan Stensvaag</i>	<i>6-30-20</i>
<i>Heidi D. Van Winkle</i>	<i>6-30-23</i>
<i>John C. Miller</i>	<i>6-30-21</i>
<i>Gregory A. Johnson</i>	<i>6-30-23</i>

LAY MEMBERS

1A

Christopher B. Budzisz

6-30-21

Kelly Francois

6-30-22

1B

Miriam Brown Tyson

6-30-21

David Buck

6-30-23

2A

Elizabeth Faber

6-30-20

Scott Flory

6-30-23

Terrishane Mathews

6-30-23

2B

Nathan Wilson

6-30-23

Julie Huisman

6-30-23

3A

Tom Underwood

6-30-20

E. John Wittneben

6-30-21

DeNeitt VanDenBroeke

6-30-23

3B

Flora M. Lee

6-30-22

Douglas VanDerVoort

6-30-21

<u>4</u>	
Marsha Park	6-30-21
Boyd Littrell	6-30-20
Cynthia Keithley	6-30-23
<u>5A</u>	
Luke Behaunek	6-30-22
Kathrine A. Brown	6-30-22
Denise Rudolph	6-30-21
<u>5B</u>	
Todd Kale	6-30-23
R. Richard Rice	6-30-20
Katie Davidson	6-30-23
<u>5C</u>	
Wanda Noble	6-30-21
Kendra Erkamaa	6-30-20
Carl McPherson	6-30-21
Justine M. Morton	6-30-21
Elizabeth Todd	6-30-22
Jane Rider	6-30-22
Scott Arnburg	6-30-23
Anita Allwood	6-30-23

6

Trish Ellison

6-30-21

D. Suzanne Buffalo

6-30-21

Kathy Maxwell

6-30-21

La Shanta Boyce

6-30-20

Julie Hubbell

6-30-22

Joy Mauskemo

6-30-23

7

Amy McClure Swearington

6-30-22

Jim Tiedje

6-30-23

8A

Nellie Coltrain

6-30-23

Jerry Droz

6-30-21

8B

Robert Helscher

6-30-21

Jim DenAdel

6-30-23

ATTACHMENT B

SYNOPSSES AND REPORTS REGARDING CASES REACHING FINAL DISPOSITION DURING CALENDAR YEAR 2020

Iowa Supreme Court Atty. Disc. Bd. v. T.J. Hier Grievance Case No. 885 Iowa S. Ct. No. 19-1320 – January 17, 2020		
Attorney Disciplinary Board Allegations	Grievance Commission Findings, Conclusions, and Recommendations	Iowa Supreme Court Opinion
The board alleged a number of violations in connection with her handling of a disputed attorney fee payment in a contested family law matter.	The commission found violations of some, but not all, of the rules alleged by the Board. The commission recommended a public reprimand.	The Court agreed with the commission on the rule violations, but imposed a 30-day suspension due to the attorney's prior discipline (four public reprimands and a suspension).
Iowa Supreme Court Atty. Disc. Bd. v. Richard N. Tompkins Jr. Grievance Case No. 903-D Iowa S. Ct. No. 19-2101 – January 24, 2020		
Consent to Suspension (Rule 34.16)		
Attorney's misconduct involved missing deadlines and failing to properly notify his client. The attorney had a lengthy disciplinary history, including a number of public reprimands and a two-year suspension. The attorney consented to a thirty-day suspension of his license. The Court accepted the attorney's consent to suspension and ordered a thirty-day suspension.		

Iowa Supreme Court Atty. Disc. Bd. v. Beau A. Bergmann

Grievance Case No. 875

Iowa S. Ct. No. 19-1662 – January 24, 2020

Attorney Disciplinary Board Allegations	Grievance Commission Findings, Conclusions, and Recommendations	Iowa Supreme Court Opinion
The board alleged violations of twelve rules related to neglect due to the attorney missing court deadlines and appearances.	The parties reached a stipulation of facts, violations, and sanctions. The commission adopted the stipulation and recommended the stipulated sanction of a public reprimand followed by a year of probation.	The Court agreed that a public reprimand was appropriate, but declined to order probation. The Court will not order probation without a rulemaking process with the opportunity for public comment.

Iowa Supreme Court Atty. Disc. Bd. v. Duane J. Goedken

Grievance No. 894

Iowa S. Ct. No. 19-1740 – February 14, 2020

Attorney Disciplinary Board Allegations	Grievance Commission Findings, Conclusions, and Recommendations	Iowa Supreme Court Opinion
The board alleged that the attorney was delinquent in a number of probate matters. The attorney also failed to respond to the board's complaint or cooperate with its investigation.	The commission found violations of all rules alleged by the board and recommended a 90-day suspension of the attorney's license.	The Court agreed with the commission's findings of rule violations and recommended sanction and suspended the attorney's license for 90 days.

Iowa Supreme Court Atty. Disc. Bd. v. Tarek A. Khowassah

Grievance Case No. 904-D

Iowa S. Ct. No. 20-0101 – March 11, 2020

Consent to Suspension (Rule 34.16)

Attorney was convicted of Operating While Intoxicated, Third of Subsequent Offense. The attorney had a disciplinary history for similar offenses, including a three-month suspension and a six-month suspension. The attorney consented to a nine-month suspension of his license. Alleged rule violations included 32:8.4(b) (criminal act that reflects adversely on a lawyer's honesty, trustworthiness, or fitness as a lawyer in other respects). The Court accepted the attorney's consent to suspension and ordered a nine-month suspension.

Iowa Supreme Court Atty. Disc. Bd. v. Jennifer L. Meyer

Grievance No. 864

Iowa S. Ct. No. 19-1862 – May 5, 2020

Attorney Disciplinary
Board Allegations

Grievance Commission Findings,
Conclusions, and
Recommendations

Iowa Supreme
Court Opinion

Attorney entered an *Alford* plea to third-degree theft for improper billing of services to the state public defender. The board alleged violations of rule 32:1.5(a) (unreasonable fees); rule 32:8.4(b) (commission of a criminal act); and rule 32:8.4(c) (conduct involving dishonesty, fraud, deceit, or misrepresentation).

The commission found violations of all four rules. The commission considered a number of mitigating and aggravating factors, and accepted some, but not all, in its consideration of a recommendation of sanctions. The commission recommended a 60-day suspension.

The Court agreed with the commission's findings of all three rule violations. The Court considered the similar misconduct in past cases *Mathas* 918 N.W.2d 487 (2018) (60-day suspension) and *Noel* 923 N.W.2d 575 (2019) (1-year suspension). The Court found the misconduct more comparable to Noel and suspended the attorney's license for one year.

Iowa Supreme Court Atty. Disc. Bd. v. Michael D. Kozlik

Grievance No. 891

Iowa S. Ct. No. 19-1934 –May 22, 2020

Attorney Disciplinary Board Allegations	Grievance Commission Findings, Conclusions, and Recommendations	Iowa Supreme Court Opinion
The board alleged that the attorney violated 32:8.4(b) (conduct reflecting adversely on fitness to practice law); and 32:8.4(c) (conduct involving dishonesty, fraud, deceit, or misrepresentation), while acting as the administrator of his uncle's estate.	The commission found a violation of rule 32:8.4(c), but declined to find a violation of 32:8.4(b). The commission recommended a public reprimand.	Upon de novo review, the Court found that the attorney violated both rules by misappropriating funds from the estate without a future colorable claim to said funds. The Court revoked the attorney's license.

Iowa Supreme Court Atty. Disc. Bd. v. Joel E. Fenton

Grievance Case No. 909-D

Iowa S. Ct. No. 20-0810 – June 11, 2020

Consent to Suspension (Rule 34.16)

Attorney violated rules involving neglect for missing deadlines and failing to communicate with clients. The attorney consented to a sixty-day suspension of his license. The Court accepted the attorney's consent to suspension and ordered a sixty-day suspension.

Iowa Supreme Court Atty. Disc. Bd. v. Abraham K. Watkins

Grievance Case No. 880

Iowa S. Ct. No. 19-1438 – June 19, 2020

Attorney Disciplinary Board Allegations	Grievance Commission Findings, Conclusions, and Recommendations	Iowa Supreme Court Opinion
The board alleged a violation of rule 32:8.4(g) (engaging in sexual harassment or other unlawful discrimination) for the attorney's ongoing sexual harassment.	The parties stipulated to the facts and the violation of the rule, but disagreed on sanction. The commission considered a number of mitigating and aggravating factors and recommended a 30-day suspension.	The Court agreed with the commission's recommendation but considered additional aggravating factors and suspended the attorney's license for six months.

Iowa Supreme Court Atty. Disc. Bd. v. Timothy A. Scherle

Grievance Case No. 911-D

Iowa S. Ct. No. 19-0249 – July 22, 2020

Consent to Suspension (Rule 34.16)

Attorney violated rules involving neglect for missing deadlines resulting in dismissed appeals. The attorney had previously received four public reprimands for similar misconduct. The attorney consented to a thirty-day suspension of his license. The Court accepted the attorney's consent to suspension and ordered a thirty-day suspension.

Iowa Supreme Court Atty. Disc. Bd. v. John P. Beauvais Jr.

Grievance Case No. 892

Iowa S. Ct. No. 20-0298 – September 4, 2020

Attorney Disciplinary Board Allegations	Grievance Commission Findings, Conclusions, and Recommendations	Iowa Supreme Court Opinion
The board alleged ten rule violations related to the attorney's misrepresentation of his client's acceptance of a settlement offer.	The commission found violations of all rules alleged by the board. The commission recommended a three-month suspension.	The Court agreed with the commission's recommendation and suspended the attorney for three months.

Iowa Supreme Court Atty. Disc. Bd. v. Jesse M. Marzen

Grievance Case No. 896

Iowa S. Ct. No. 20-0472 – September 11, 2020

Attorney Disciplinary Board Allegations	Grievance Commission Findings, Conclusions, and Recommendations	Iowa Supreme Court Opinion
The board alleged multiple violations of the rules relating to a range of misconduct involving the attorney's representation of a couple in two matters: tax returns and an estate matter.	The commission found that the board proved violations of most, but not all, of the cited rules. The commission recommended a public reprimand.	The Court agreed with some, but not all, of the commission's findings regarding rule violations. The Court suspended the attorney's license for 30 days.

Iowa Supreme Court Atty. Disc. Bd. v. Eric Tindal

Grievance Case No. 893

Iowa S. Ct. No. 20-0005 – October 9, 2020

Attorney Disciplinary Board Allegations	Grievance Commission Findings, Conclusions, and Recommendations	Iowa Supreme Court Opinion
Attorney received default notices in thirteen appeals. He had previously been reprimanded for default notices received in sixteen appeals.	The commission found that the board proved violations of most, but not all, of the cited rules. The commission recommended a thirty-day suspension.	The Court agreed with some, but not all, of the commission's findings regarding rule violations. The Court suspended the attorney's license for 30 days. Justice McDonald filed a dissent regarding the board's failure to file a cross-appeal.

Iowa Supreme Court Atty. Disc. Bd. v. Jay W. Mez

Grievance Case No. 914-D

Iowa S. Ct. No. 20-1239 – October 9, 2020

Consent to Suspension (Rule 34.16)

Attorney's misconduct involved appearing in court under the influence of alcohol, and sexual harassment of a client. At the time of the filing of the consent, the attorney was under a disability suspension. The attorney consented to a six-month suspension of his license and requested that it run concurrently with his disability suspension. The Court accepted the attorney's consent to suspension and ordered a ninety-day suspension to run concurrently with his disability suspension.

Iowa Supreme Court Atty. Disc. Bd. v. Lori J. Kieffer-Garrison

Grievance Case No. 902

Iowa S. Ct. No. 20-0844 – November 13, 2020

Attorney Disciplinary Board Allegations	Grievance Commission Findings, Conclusions, and Recommendations	Iowa Supreme Court Opinion
Attorney failed to consult with her client before signing his name to court filings and knowingly made false statements to the court.	The parties stipulated to the facts and the commission found various violations of the rules alleged by the board. The commission recommended suspending the attorney's license for one year.	The Court agreed with the commission's findings and recommendations and suspended the attorney's license for one year.

Iowa Supreme Court Atty. Disc. Bd. v. David E. Akpan

Grievance Case No. 888

Iowa S. Ct. No. 20-0187 – November 20, 2020

Attorney Disciplinary Board Allegations	Grievance Commission Findings, Conclusions, and Recommendations	Iowa Supreme Court Opinion
The board alleged trust account and unreasonable fee violations against an Iowa attorney practicing immigration law in Texas. The attorney objected to the admission of video testimony.	The commission found a number of rule violations and recommended a license suspension of 61 days, and that the attorney complete a certain number of continuing legal education courses prior to reinstatement.	The Court agreed with the commission's findings on the trust account violations, but disagreed that his fees were "unconscionable" under Texas's rules. The Court issued a public reprimand. The Court also held that the commission abused its discretion in admitting video testimony over the attorney's objection, though the Court noted this was based on rule 36.17(5) and not a constitutional right to confront witnesses.

Iowa Supreme Court Atty. Disc. Bd. v. Matthew A. Mauk

Grievance Case No. 916-D

Iowa S. Ct. No. 20-1452 – December 14, 2020

Consent to Suspension (Rule 34.16)

Attorney's misconduct involved neglect of a number of cases, primarily involving default notices in appellate and probate matters. The attorney had previously received a public reprimand for neglecting an appellate matter. The attorney requested a public reprimand and the board requested a 60-day suspension. The Court suspended the attorney for thirty days.

IN THE SUPREME COURT OF IOWA

FILED

JUN 11 2020

In the Matter of Budgets)
For the Boards and)
Commissions of the)
Office of Professional)
Regulation)

CLERK SUPREME COURT

ORDER

On May 20, 2020, the Director of the Office of Professional Regulation met with the Court regarding the proposed fiscal year 2020–2021 budgets for those boards and commissions subject to the provisions of Iowa Court Rule 49.2.

Pursuant to Iowa Court Rule 49.2, the fiscal year 2020–2021 budgets for the following named boards and commissions of the Office of Professional Regulation are approved as proposed:

Attorney Disciplinary Board
Board of Examiners of Shorthand Reporters
Board of Law Examiners
Client Security Commission
Commission on Continuing Legal Education
Office of Professional Regulation, Court Interpreter Function
Grievance Commission
Lawyer Trust Account Commission
Commission on the Unauthorized Practice of Law

A copy of each approved budget is attached to this order.


These boards and commissions are authorized and directed to expend monies and other receipts collected under the provisions of the

Iowa Court Rules in execution of the approved budgets, in each case in an amount up to but not exceeding the applicable budget total as approved.

The Court is advised that as of June 30, 2020, the Attorney Disciplinary Board (the Board) will have a remaining unobligated balance in its bank operating account, representing that portion of the fiscal year 2019-2020 budget authorization it will not expend during the period July 1, 2019 through June 30, 2020. The Board is authorized and directed to expend this remaining unobligated bank operating account balance, as verified by independent audit, against the Board's authorized budget for the period July 1, 2020 through June 30, 2021. The Client Security Commission is authorized and directed to pay to the Board during the period July 1, 2020 through June 30, 2021, a sum equal to the Board's total approved budget for that period, reduced by the Board's unobligated bank operating account balance as of June 30, 2020, as verified by independent audit. Such payment shall be divided into equal semimonthly installments, which the Client Security Commission shall be authorized to adjust to reflect the remaining operating account balance already available to the Board.

Dated this 11th day of June, 2020.

THE SUPREME COURT OF IOWA

By 

Susan Larson Christensen
Chief Justice

Copies to:
Members of the Court
Court of Appeals
Members of Each Board or Commission
State Court Administrator
Director, Office of Professional Regulation
Iowa State Bar Association

FILED

JUN 11 2020

CLERK SUPREME COURT

ATTORNEY DISCIPLINARY BOARD

FISCAL YEAR 2020-2021 BUDGET

OPERATING EXPENSES

Salary & Employee Expense		
Salaries	\$	925,667.93
Clerical overtime	\$	-
Deferred Compensation	\$	9,900.00
Employee Insurance	\$	237,414.97
Employer's Unemployment	\$	2,347.20
FICA	\$	70,813.60
IPERS	\$	87,383.05
Vac/SL Payout	\$	-
Total Payroll Expenses	\$	1,333,526.75
Non-Payroll Expense		
Appellate Brief Printing	\$	-
Audit Expense	\$	2,650.00
Bank Service Charges	\$	500.00
Board Meeting Expense	\$	4,900.00
Case Management Software	\$	7,500.00
Computer Services & Expense	\$	4,600.00
Copier Lease	\$	4,500.00
Dues & Subscriptions	\$	4,000.00
Employer Insurance	\$	4,800.00
Furniture & Equipment	\$	13,000.00
Investigative & Hrg Expense	\$	10,000.00
Miscellaneous	\$	500.00
Office Supplies	\$	3,000.00
Contract Lawyers	\$	40,000.00
Payroll Processing	\$	1,250.00
Postage	\$	6,800.00
Repairs	\$	500.00
Rent	\$	65,172.00
Telephone	\$	1,200.00
Travel	\$	12,500.00
Temporary Clerical	\$	-
Total Non-Payroll Expense	\$	187,372.00
Total Expense	\$	1,520,898.75

GRIEVANCE COMMISSION

FISCAL YEAR 2020-2021 BUDGET

OPERATING EXPENSES

Salary and Salary Expenses	
Director Salary	\$27,917.95
Assistant Director	\$37,311.51
Clerical Salary	\$72,574.98
Vacation/Sick Leave Payout	\$0.00
Part-Time Call Center Support	\$0.00
FICA	\$10,542.04
IPERS	\$13,008.74
Employee Insurance	\$39,371.20
Deferred Compensation	\$1,530.00
Auditing	\$2,450.00
Rent	\$12,700.00
Copier Lease	\$1,200.00
Repairs & Maintenance	\$200.00
Supplies	\$1,200.00
Telephone	\$250.00
Travel (Commissioners)	\$3,000.00
Travel (Staff)	\$3,700.00
Postage	\$2,400.00
Insurance	\$650.00
Transcripts (SHR)	\$25,000.00
Automation Support	\$600.00
Banking Fees	\$800.00
Misc., Including Moving Exper	\$1,500.00
Internet App. Maint. & Develop	\$5,250.00
Internet Payment Charges	\$40,000.00
Unemployment Insurance	\$350.00
Payroll Processing	\$350.00
TOTAL OPERATING EXPENSES	<u>\$303,856.42</u>
CAPITAL EXPENDITURES	\$2,000.00
TOTAL PROJECTED EXPENDITURES	<u>\$305,856.42</u>

UPL COMMISSION

FISCAL YEAR 2020-2021 BUDGET

OPERATING EXPENSES

Salary and Salary Expenses	
Assistant Director	\$9,327.88
Clerical Salary	\$10,177.28
Investigator	\$0.00
FICA	\$1,492.14
IPERS	\$1,841.29
Employee Insurance	\$5,789.88
Deferred Compensation	\$225.00
Rent	\$3,000.00
Auditing	\$925.00
Copier Lease	\$300.00
Repairs & Maintenance	\$100.00
Supplies	\$320.00
Telephone	\$50.00
Travel	\$3,000.00
Training	\$0.00
Postage	\$100.00
Insurance	\$100.00
Investigation Expense	\$500.00
Commission Meeting Exp	\$500.00
Automation Support	\$250.00
Misc., Including Moving Exper	\$250.00
Unemployment Insurance	\$50.00
Payroll Processing	\$100.00
TOTAL OPERATING EXPENSES	<u>\$38,398.47</u>
CAPITAL EXPENDITURES	\$250.00
TOTAL PROJECTED EXPENDITURES	<u>\$38,648.47</u>