

LAWYERS PROFESSIONAL RESPONSIBILITY BOARD
EXECUTIVE COMMITTEE
POLICY AND PROCEDURE NO. 2

PANEL MATTERS

Panel Composition:

Panels must include at least one lawyer member and one public member at all times. The Panel Chair should be a lawyer member and should not be substituted. Rule 4(e), Rules on Lawyers Professional Responsibility (RLPR). If the Panel contains more than three members, then the Panel Chair must designate which of the other members will sit on a particular case. The Panel Chair must sit on every case submitted to the Panel. The Chair should rotate the other members so that for each case, the Panel includes (a) an odd number of members; and (b) at least one attorney member; and (c) at least one public member.

Assignment:

The Director shall promptly refer Panel matters to the Board for assignment. The Board Chair or the Board Chair's designee will assign Panel matters in a random and equitable manner. This process is designed to be blind to the Director's Office. The Chair or Chair's designee has discretion to modify assignments to accommodate personal and professional conflicts, Board member availability, Board member expertise and competence in a particular subject matter, and other relevant considerations. If the Panel Chair cannot consider a particular case, then the Board Chair or Board Chair designee shall assign the case to a new panel. Any objections to an assignment by participants in the process shall be directed to the Board Chair.

Administrative duties:

The Panel Chair should actively manage the cases assigned. This may include convening panel meetings to discuss cases or producing scheduling orders on reinstatement matters. Panels should strive to be available at the soonest practical date to handle hearings to avoid delay to the impacted parties.

Reporting:

The Chair or Chair's Board designee shall maintain records of all Panel Assignments and report the data quarterly to the Board. The process and records regarding assignments shall be transferred to Board Chair successor and Board Chair's successor designee upon completion of Chair term.

Dated: Jan. 27, 2023

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RESPONSIBILITY BOARD

/s/ Jeanette Boerner

By: Jeanette Boerner
Chair