

PRO BONO TASK FORCE
FINAL REPORT
PART I



NOVEMBER 2005

Final Report, Part I

Columbus Bar Association Pro Bono Task Force

November 2005

INTRODUCTION

The Columbus Bar Association Pro Bono Task Force was formed in August 2005. Its purpose was to develop an outline for how the CBA could facilitate pro bono activities for its members. Pro bono work by Columbus area lawyers is expected to increase dramatically once the Ohio Supreme Court issues either requirements or aspirational goals concerning pro bono obligations of attorneys. The proposed rules are expected either in late 2005 or in early 2006.¹

The Task Force outline was to include a plan for:

- “One-stop shopping” for CBA members who desire meaningful pro bono work
- A formal communication hub for existing pro bono programs
- The encouragement/facilitation of more pro bono programs in the Columbus metropolitan area
- A formal tracking of services rendered to all pro bono programs in the Columbus metropolitan area.

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¹ At its annual meeting in mid May 2005, the Ohio State Bar Association Council of Delegates approved a pro bono proposal developed by a special committee of the Ohio Legal Assistance Foundation to be implemented by the Ohio Supreme Court in its Rules of Governance of the Bar that involved an aspirational goal of 50 hours per attorney per year or a contribution of \$500 to an organization that provides pro bono assistance. The approved proposal was transmitted to the Ohio Supreme Court which is awaiting the recommendations of its Task Force on Pro Se and Indigent Litigants expected by the end of 2005 before considering a new rule.

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Linda Thompson Kohli, Executive Director of the Ohio State Bar Foundation, facilitated the Task Force work sessions. The Task Force is profoundly grateful to her and to her board for permitting her to provide her invaluable expertise and assistance to the Task Force.

The Task Force members participated in three intense work sessions, each two or more hours in length. In addition to the meetings of the whole, several subcommittees were formed to develop more topics and recommendations and to report to the full Task Force.

From the inception of the Task Force work plan, it was recognized that this Task Force was to prepare an outline for a plan and that once its initial work was completed, more committees would be formed to implement various components of the plan under the umbrella of the Task Force. It was also recognized that various components of the pro bono plan would be implemented in stages.

I want to express my deepest appreciation to all the members of the Task Force for the significant commitment of their very scarce and valuable time, for their mental wrestling of complex issues, for their great respect for each other's disparate views and for their thoughtful and wise counsel.

Sally W. Bloomfield
November 2005

COLUMBUS BAR ASSOCIATION PRO BONO TASK FORCE

FINAL REPORT, PART I

Pro Bono Demand for Legal Services

According to national statistics as well as the estimates developed in the Columbus metropolitan area by those engaged in providing legal services to the poor, the need for legal services for the poor is staggering. The estimate is that approximately 80% of legal needs of low-income individuals are not being met. The CBA Task Force identified the largest areas of unmet needs in central Ohio as issues involving family law, housing, and consumer law. The Task Force recognized that very few attorneys have expertise in these areas. They recognized that free CLE training would need to be offered on discrete topics of these practice areas and that the cases assigned to these attorneys would have to be carefully selected to match the level of training that the attorneys had newly acquired.

Intake: Current Portals to Pro Bono Clients

The primary sources for assistance sought by low income people facing legal problems are the Legal Aid Society (Legal Aid) and the Lawyers for Justice (LFJ) program of the Columbus Bar Association (CBA). In addition to self-referrals to these organizations, the courts, the clerk's office and, to a lesser extent, the Office of the Attorney General forward a very high percentage of clients to these two organizations.

Other sources of intake include the Homeless Project where volunteers typically make referrals to Legal Aid and the CBA; Interfaith Clinic; Capital University Law School Legal Clinic; Moritz College of Law Legal Clinic; Community Refugee & Immigration Services (CRIS); Equal Justice Foundation and the Ohio State Bar Association.

Legal Aid has more contact with poor people looking for free legal services than any other agency. Of all the agencies, Legal Aid is most likely to receive the first call. If the client inquires of any of the other intake organizations and they are unable to take the case, they will most frequently refer the client to Legal Aid.

Though the agencies that work in the pro bono arena have devised an informal network of communication, because there is no formal or systematic process of communication, clients are frequently and serially referred to several agencies before (or if) they finally are able to be served. Moreover, there is no formal system currently in place to maintain records of clients who are referred from one agency to another.

Potential Supply of Central Ohio Volunteer Lawyers

Approximately 7,000 lawyers are employed in the central Ohio area in their own practices, in corporations or in government agencies. It is expected that within the next year, Ohio will join a host of states that require reporting of hours spent on pro bono activities. A proposal for an aspirational goal of 50 hours annually in pro bono work is pending before the Ohio Supreme Court and the Court is expecting a report from its Task Force on Pro Se and Indigent Litigants by the end of the year. Most speculate that Ohio will join the other states

in having a suggested pro bono hourly target that most probably will be reported to the Court. Assuming a pro bono reporting requirement, those attorneys among the 7,000 who are not currently volunteering their services to the poor will most likely seek meaningful projects to fulfill the pro bono target.

Most of the lawyers do not have any expertise in poverty law generally nor family law nor housing law specifically. Without specific training, many are unlikely to choose those family law, landlord tenant, and consumer law issues that comprise the 80% to 90% of the unmet legal needs in Central Ohio.

Role for the Columbus Bar Association: Volunteer Resource Center---The Hub

The Task Force recommended that the CBA be the hub for coordinating Central Ohio pro bono activities through a newly created Volunteer Resource Center (“Center”). The Center would have a triple focus: it would (1) serve its members, (2) perform seamless pro bono client referrals and (3) coordinate client information and attorney volunteer participation among the pro bono projects.

Volunteer Resource Center Role: Members

1. **Information Bank for Attorneys:** The Center would serve as an information center of pro bono projects and opportunities by maintaining a list of pro bono options (that would include those social service community organizations that need services that would qualify as “pro bono” by whatever definition the Ohio Supreme Court determines). The CBA website would include a complete list of volunteer opportunities with appropriate registration forms when possible.
2. **Referral to Pro Bono Programs:** In order to serve its members by directing or placing them with meaningful pro bono projects commensurate with their skills and expertise, the Center would serve as a “one stop shopping” resource for CBA members seeking to fulfill their pro bono obligations. At the same time it would also serve a recruitment role for existing pro bono projects by providing them with CBA members who are interested in volunteering for a given project. By serving as the central lawyer intake portal to pro bono work, the Center would be able to create lawyer panel lists by specific expertise and/or experience. Eventually, it could track lawyer volunteer pro bono time either in the aggregate and/or by individual attorney in order to document those hours spent on pro bono by Central Ohio lawyers.
3. **Primary Malpractice Insurance Coverage:** The Center would maintain this insurance coverage for volunteers serving on its programs and work with OLAF (this organization currently covers many of the other pro bono projects) to ensure that volunteer attorneys are covered in their performance of pro bono work through the National Association of Legal Defense Agencies (“NALDA”).
4. **Training:** As noted elsewhere, the family law area is clearly the area where the most pro bono assistance is required. Most CBA members do not practice in the family law area. However, training can be given that is directed to discrete aspects of family law issues and/or procedures. Legal Aid regularly provides free CLE courses on various family law subjects to volunteer attorneys who work on pro bono projects. OLAF has also cooperated in providing free CLE training to volunteer attorneys. In

addition, the Capital Law School Clinic attorneys have also trained attorneys in other practices to perform specific tasks required for assisting pro bono clients with family law issues.

- The Center would cooperate in providing more CLE courses free to those attorneys who volunteer in the family law area.
 - In addition, the Center would establish a repository of family law training materials and forms for use by pro bono attorneys. These resources would also be available on the CBA website.
 - The Center would also collect and/or develop and organize best practice information to be disbursed to attorney volunteers.
 - Eventually where other unmet legal demands are great, such as housing and consumer issues, and in connection with newly established pro bono projects to address them, the Center may add training appropriate for these areas
5. **Mentors and Consultants:** The Center would recruit experienced attorneys in the family law area and the other areas most frequently required by pro bono clients to fulfill their pro bono requirements to serve as mentors, consultants and CLE instructors. As consultants and mentors, they would be available to other volunteer attorneys with family law cases that are beyond their training and expertise. Legal Aid and Capital Law School attorneys have already volunteered to serve on the consultant panel.
6. **Attorney Volunteer Publicity/Recognition:** The Center would be proactive in consistently publicizing pro bono activities and projects in various media such as articles in the *Daily Reporter*, *Bar Briefs* and other publications as well as on the CBA website. It would feature exceptional pro bono efforts in the CBA publications and enlist the other print and the electronic media efforts to recruit additional volunteers. In addition its staff and CBA volunteers could recruit more lawyers to pro bono projects by making presentations to CBA committees and seeking presentation time at law firms. The Center will be diligent in promoting consistent and regular public recognition of attorney volunteers. Heroic efforts would be singled out for special recognition such as articles and special awards.

Center Role: Pro Bono Clients

1. **One Electronic Intake Form:** Currently when a pro bono client seeks assistance, the success of the search is hit or miss. If the client starts with Legal Aid or with one of the law school clinics, and those organizations are unable to assist them for any one of a variety of reasons, such as eligibility requirements, unavailability of attorneys to take the case or a particular type of case, though the organizations provide guidance about another organization that might be able to assist, the client is largely on his or her own. If the client went through an intake process at the first organization, the client will be compelled to repeat the process at the next agency or program. Moreover, conceivably the same client may be in the system of multiple programs at the same time. The Center would implement the PIKA tracking software, a web based case management system that tracks fields of information about a client. It can be used to keep a record of a pro bono workload and clients waiting to receive

assistance. The pro bono programs would be encouraged to either obtain the program (it is available through OLAF) or in any event, develop a standard form compatible with the PIKA software. Client information from the pro bono organizations and programs would be transmitted electronically to the Center. The Center would maintain the client data from all the cooperating pro bono programs and organizations (with appropriate privacy processes in place) so that the client information can be sent to whatever pro bono organization is the ultimate provider of the service and so that the intake information follows the client rather than the client repeating the information several times.

2. **Social Service Agency Information:** The Center would maintain a comprehensive list with descriptions of the Central Ohio social service agencies and other non legal programs that might be appropriate to pro bono clients who initiate their request for pro bono assistance through the Lawyer Referral/Lawyers for Justice process. This information would also be available particularly to attorneys volunteering at brief advice and referral clinics, but also to any volunteer attorney who has a need, so that appropriate referrals can be made.
3. **Follow-Up on Client Referrals:** Other than the organizations or pro bono programs to which a client is referred and is receiving service, there is currently no comprehensive or uniform follow-up procedure in place. The Center would work to coordinate a uniform follow-up procedure with its pro bono program partners and would undertake follow up on those clients who either have not received services or have been referred outside the pro bono system. Eventually, the Center could undertake client satisfaction surveys and share the results with the partner programs so that services can be improved. It could also compile other important pro bono statistics such as types of pro bono legal services and client outcomes as well as client satisfaction.

Center Role: Existing Pro Bono Programs

1. **Recruitment, Training, Mentoring:** These services detailed above that the Center would provide to its members are also services that directly benefit the pro bono programs. The Center would be in the best position to recruit volunteers, schedule them for appropriate training and/or arrange for mentoring if necessary.
2. **Promotion of New Pro Bono Projects:** The Center would be proactive in initiating, partnering, assisting, coordinating (but not managing) new pro bono projects in a variety of ways. The Center would give high priority support to those new projects in the family law, landlord tenant and consumer law areas.
3. **Litigation Support for Special Needs of Pro Bono Programs:** Because most pro bono programs do not have the resources to fund litigation support such as interpreters, court reporters and expert witnesses, the Center could be the coordinator of requests to the Columbus Bar Foundation's Denis Murphy Fund to provide the financial support for these resources in the appropriate circumstances.
4. **Cooperation of the Judiciary:** In other Ohio metropolitan jurisdictions, accommodations have been reached with federal and state court judges to set aside specific times each week for court hearings involving pro bono clients. A designated

time on a designated weekday for pro bono cases has meant that pro bono attorneys are not required to wait all day for their cases to be heard, but it has also meant that pro bono clients are limited to a certain day and time for their court appearances. The Task force recognized that any successful pro bono program involving court appearances begins with the support of the respective court. The Center and its volunteer CBA members intend to work with the courts to establish procedures to enable more pro bono representation by attorneys who would not otherwise practice in a particular court. Another factor recognized by the Task Force was a need for standardized forms for use by pro bono attorneys that would be considered proper by all the judges in a particular court. The Task Force believes that particularly in the Domestic Court, legal assistance to indigent pro se clients will be beneficial to the judges and all who practice in that court because of the savings of time by fewer pro se cases.

The Task Force depiction of the pro bono demand where access of clients to pro bono services are sought, and the current and potential supply of pro bono attorneys and projects with the Center as the hub is found on Appendix A. A more detailed description of an intake process that the Center would be engaged in is found on Appendix B.

Formation, Organization of the Volunteer Resource Center

Currently the CBA, though it has an intake and referral staff associated with the Lawyer Referral Service and Lawyers for Justice Project, does not have a Center as envisioned by the Task Force. The Task Force recognized that the current CBA staff and the functions they perform for these two programs would have to be expanded significantly to undertake the activities described above. At least part of the staffing of the Center could be accomplished by CBA members who could fulfill their pro bono obligations by serving as intake specialists to handle those calls directly from pro bono clients as well as assisting with any additional intake information required from referrals to the Center from other intake points. CBA members on consultant panels to assist others who have pro bono cases that require expert counsel would also be able to fulfill their pro bono obligations as panel members.

It was also recognized that more paid CBA staff would be necessary who would be trained on the PIKA software and who would prepare and manipulate the data for client tracking and follow up, update lists of attorney panels, track attorneys referred to the various pro bono projects, and assess the amount of attorney time, both individually and in the aggregate, that was devoted to pro bono work. In addition, the amount of time devoted to the coordination of the existing and new pro bono projects, the organization and day to day functioning of the consultant panels would most probably necessitate new CBA staff. The increased number of training programs for pro bono attorneys might also require the employment of additional CBA staff.

Funding of the Center

The new activities of the Center described above would require an increase in the CBA's ongoing operational funding to support the expanded pro bono efforts. The CBA may be able to raise a portion of the necessary funds from participating law firms. If the Ohio Supreme Court were to provide an option to attorneys to donate \$500 or another sum to a pro bono project, then the CBA's Center or the CBF's designated pro bono funds would qualify

to receive those donations that could be used to support the Center's operations. In addition, the Center could apply to other foundations for funding of its various functions.

Next Steps

The Task Force recognized that its proposal for the Center and its functions would have to be planned in detail, requiring the efforts of other subcommittees of the Task Force. It identified a need for the following committees:

Pro Bono Funding Subcommittee that would identify potential sources of funds, obtain the criteria for qualifying for those sources of funds, coordinate grant writing and, possibly, pro bono project prioritization.

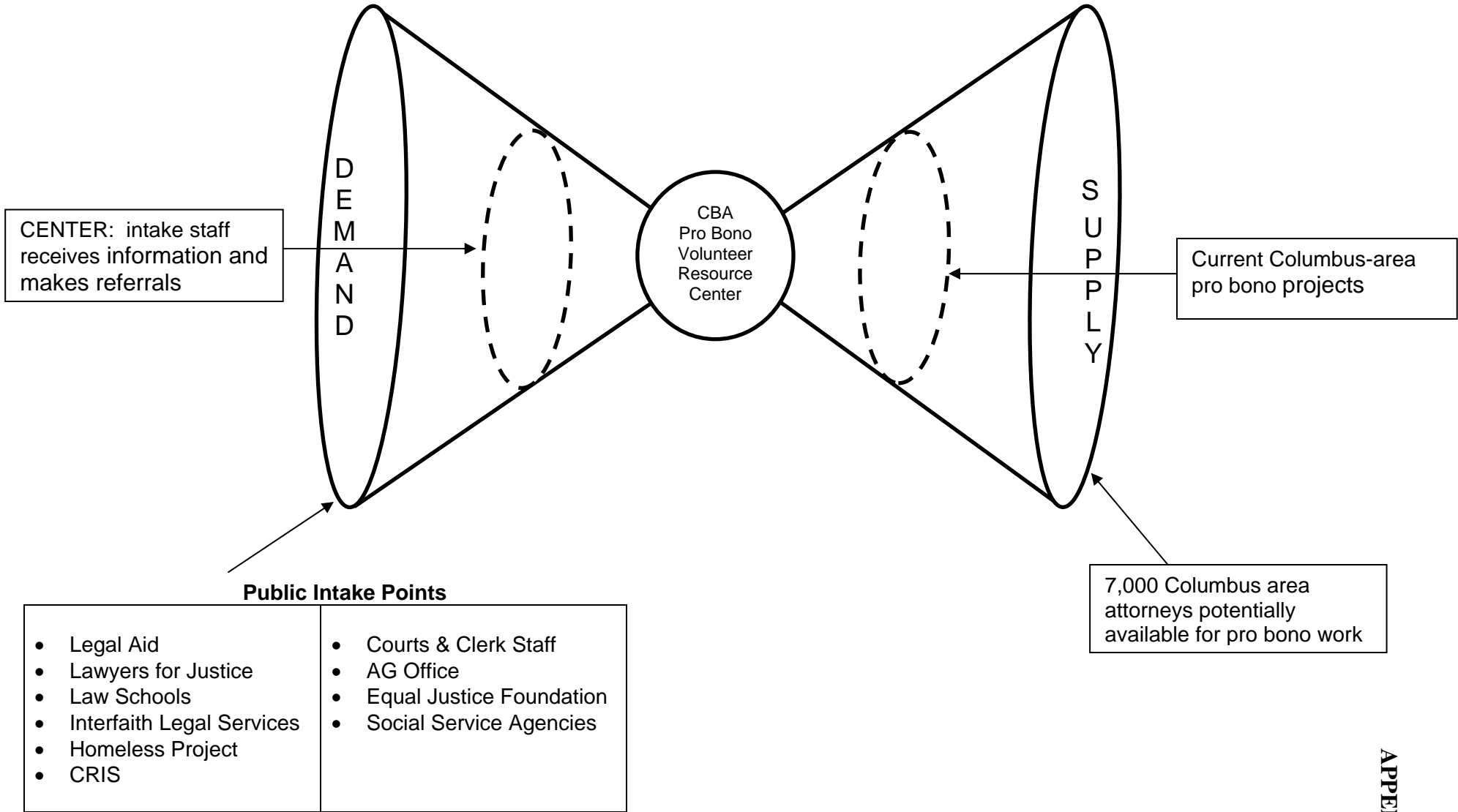
Pro Bono Training Subcommittee that would take the ideas listed on Appendix E as a starting point to develop a pro bono training program. The Task Force believed that, at least initially, training should be concentrated in the family law area followed by landlord tenant and consumer law areas.

Pro Bono Judicial Relations Subcommittee that would meet with judges on the various courts where pro bono programs with volunteer lawyers to secure their commitment to support the programs and if appropriate, to arrange for accommodations for the programs.

Pro Bono Recruitment/Publicity Subcommittee that would develop a pro bono advertising campaign to keep the issue in front of the CBA membership (Bar Directory, *Bar Briefs*, *Daily Reporter*, CBA website, posters in the CBA gathering areas, CBA pro bono prompts in dues mailings, etc.). It would also assist in the solicitation of the CBA membership to garner volunteers in various practice areas and recruit volunteer attorneys to serve on the consultant panels.

A number of members of the CBA's Committee on Delivery of Legal Services have served on the Task Force and other committee members have expressed interest in assisting with the further planning and implementation phases. Their assistance and expertise is greatly appreciated.

CBA Pro Bono Supply and Demand Curve



INTAKE SUBCOMMITTEE
20 QUESTION INTAKE PROCESS

1. Client contacts an Intake Portal: such as Legal Aid, Lawyers for Justice, law school clinics, Homeless Shelter Project, Interfaith Legal Clinic, private attorneys. These portals agree to use the same intake forms. The Volunteer Resource Center (Center) will also be a portal (through the Lawyers for Justice program) and will also take referrals from the other portals whose program cannot accommodate a particular client. The Center is reinforced with regularly scheduled attorney intake volunteers who interview client using expert-drafted standard “forms.”
2. Intake Portal begins in-take process by beginning to fill out an electronic standard form (or a paper copy of the same if no computers are available at the in-take portal, e.g., at the Interfaith Legal Clinic. Paper or electronic copies of intake form would then be forwarded to the Center as appropriate where attorney volunteers would enter them into the central system).
3. The form will have two main parts (A) background information and (B) case information.
 - A. The background information will include name, address, financial information etc. Once that information is entered, a code number will be assigned to the client and the background information will have limited accessibility without that number.
 - B. The case information portion of the form will be question driven (e.g., civil or criminal; if civil then civil area; once within area then questions will be prepared expert.) During this process the electronic questionnaire would permit the Intake Portal to:
 - i. Decide to serve client by offering brief advice or full representation and “notify”^{*} the Center.
 - ii. Decide not to serve client but to refer client to an agency or attorney who can serve client. Electronic process will automatically “notify” the Center of this. Paper referral process still needs to be worked out. One option would be for PDF copies of paper form could be sent by e-mail. (If referral fails then go to iii.)
 - iii. Decide not to serve client, not know to whom client can be referred client, and:
 - (a) Send client to the Center for in-take (e.g., by finishing the first portion of the form, giving the client the code number, and directing the client to call in to the Center and refer to the code number); or
 - (b) Finish form; send form to the Center, where supply side system takes over; or
4. The supply-side system will connect the client with a service provider. The methods for connecting could be a listserv, phone calling for emergency cases, storage of case description in a database accessible to registered attorneys.

^{*} Content of notice to be decided. Issues exist as to how much client information should be given etc.

Central Ohio Pro Bono Programs Today

Attorney General Pro Bono Project Attorneys in Ohio AG's offices assist low-income Ohioans with advanced directives, simple wills and general powers of attorney. Volunteers visit seniors in homes, nursing homes and senior centers to draft documents, provide personal consultations or give group presentations on these documents.

CBA Lawyers for Justice (LFJ) was initiated by the CBA more than 10 years ago. CBA members volunteer to assist those who cannot afford to pay for legal services and who have been screened by the intake personnel of the CBA's Lawyer Referral Service. Those members who have signed up for LFJ cases are grouped by practice area so that appropriate referrals can be made. The LFJ staff keeps records of the clients assisted. The LFJ program has organized several specific pro bono projects that include:

- ***LFJ Homeless Project*** LFJ attorneys commit to spending four evenings each year visiting one of four area homeless shelters or two domestic violence shelters to offer brief advice and counsel to residents referred by the shelters' staff. The project is staffed so that every week, two attorneys are available at each of the four shelters.
- ***LFJ Veterans Consortium Pro Bono Program*** LFJ attorneys accept referrals to represent impoverished veterans or their widows in appealing the denial of benefits to the United States Court of Appeals for Veterans Claims.
- ***LFJ Volunteer Guardian Panel*** LFJ attorneys assist court-appointed (non lawyer) guardians in performing their responsibilities. They review the legal paper work associated with the guardianship appointment, file the application and attend the hearing as the attorney of record for the guardian.

Capital University Legal Clinic Assisted Pro Se Divorce Project Capital University Legal Clinic assists the Domestic Relations Court one day a week with completion and correction of divorce paperwork filed pro se by indigent individuals.

Capital University Legal Clinic Divorce Pro Bono Project Attorneys from Porter Wright and other firms as well as attorneys from government agencies are partnering with Capital University Legal Clinic to assist indigent domestic violence victims with simple divorces, referred by the Clinic. Capital provides mentoring and training to the Porter Wright attorneys.

Charitable Organizations Representation Project This is a statewide pro bono project administered by the Ohio Legal Assistance Foundation that links business and transactional lawyers with nonprofit organizations needing assistance with incorporation, tax matters, employment issues and other business-related areas.

CHOICES Volunteer attorneys assist survivors of domestic violence with various legal issues confronting them. A CHOICES case worker calls the attorney to provide background information. Volunteer attorneys agree to provide referrals with a free consultation by telephone or in person.

Community Refugee and Immigration Services Pro Bono Project Attorneys provide the services most necessary to the acculturation, self-sufficiency and well being of families and

individuals in legal immigration status, of all religions and national origins presently living in Central Ohio.

Court-Appointed Guardian Ad Litem Program Attorneys are placed on the Franklin County Court's guardian ad litem list and become eligible for appointment after completing required training.

Epilepsy Legal Defense Fund Attorney referral system for persons with epilepsy who are in need of legal advice or representation. Volunteers offer services at a reduced fee or via full pro bono representation. Practice Areas include: custody/visitation; discrimination; dissolution/divorce; education/school law; employment law; health care/insurance; wrongful discharge.

Free Bilingual Clinic Spanish-speaking volunteer attorneys offer brief service in a walk-in clinic setting to Spanish-speaking clients. Volunteers assist clients with all types of legal problems, with a focus on immigration issues.

Legal Aid Referral Project (LARP) Attorneys accept referrals from Legal Aid of low-income clients seeking assistance in civil matters, including landlord/tenant, divorce, custody, bankruptcy, social security, personal injury, consumer, workers' compensation, probate, etc. matters. The attorneys provide free legal services or greatly reduced rates for the legal services they perform.

Interfaith Clinic Volunteer lawyers meet with low-income individuals with legal problems once a month in a local church to provide brief advice and referral. To the extent that the lawyers staffing the clinic cannot address the clients' issues, a summary is provided and e-mailed to pro bono volunteers on the panel so that the clients are referred to a specific attorney. Clergy support the project by providing free meeting space for the clinic. The project is supported by the Ohio Legal Assistance Foundation and Southeastern Ohio Legal Services.

Ohio Executive Branch Pro Bono Project The Legal Aid Society of Columbus partners with lawyers working in the executive branch of state government to offer free legal assistance to grandparents raising grandchildren. Volunteer attorneys help client understand and complete power of attorney or caretaker authorization forms. These forms enable grandparent-caretakers to enroll their grandchildren in school and consent to medical care without having legal custody/guardianship.

Ohio Legal Assistance Foundation Coordinates educational programs to inform state about legal issues. Links attorney volunteers to serve clients through various initiatives. Example: Charitable Organizations Representation Project – volunteer attorneys work with organizations on employment matters, tax questions or other business-related problems. Mission: committed to equal access to justice and will work to assure that resources, programs and services exist statewide to serve the unmet civil legal needs of Ohio's poor.

Southeast Ohio Legal Services (SOELS) Volunteer attorneys accept referrals from SEOLS involving victims of domestic violence, simple divorces, and other civil legal matters pending in 30 different counties in central and southeastern Ohio.

- Private Attorney Involvement Program – private attorneys contract with their local SEOLS field office to represent income-eligible clients. SEOLS pays a reduced hourly fee directly to participating attorneys, with a \$150.00 cap on each case.

Majority of cases involve obtaining civil protection orders for victims of domestic violence.

- Reduced Fee Divorce Panel – private attorneys are matched with low-income clients in need of a simple, uncontested divorce. The SEOLS field office screens each client for eligibility and makes the referral. Participating attorneys agree to handle these cases for a fee of \$150.00 to \$200.00.

New Pro Bono Projects Underway or Soon To Be Underway

Assisted Pro Se Project The CBA's Family Law Committee is currently supporting a program that is being piloted in the Domestic Relations. Simple uncontested divorces are filed in five-case bundles. A single volunteer lawyer represents all the clients in each bundle at the final hearing. Legal Aid conducts the client interviews and prepares the documents that are then given to the volunteer lawyer for representation at the final hearing.

Child Advocacy Project The law firm of Vorys Sater Seymour and Pease is partnering with the Legal Aid to provide legal help to elementary age children who need independent educational intervention or special needs education.

CPO and CSPO Pro Bono Project The law firm of Vorys Sater Seymour and Pease is partnering with Legal Aid and Capital University Legal clinics to provide representation at second hearings involving civil protection orders and civil stalking protection orders under the mentoring of experienced attorneys from Southeastern Ohio Legal Services and Capital University Legal Clinic.

CPO Negotiation Project Legal Aid is sponsoring a pro bono program whereby a pro bono volunteer attorney assists both parties involved in a CPO matter to negotiate a resolution to the violence that resulted in the issuance of a CPO.

Evictions Help Desk Chester Wilcox & Saxbe, with the assistance of Legal Aid, will pilot an evictions Help Desk if the program is approved by the Municipal Court. This program will begin in early January. The Help Desk would provide counseling and guidance to pro se tenants. Strategic "impact" cases may be accepted for further representation.

Hotline CBA lawyers will be recruited and trained in February 2006 man the Legal Aid hotline. Each will work under the supervision of a Legal Aid attorney to make follow-up calls to potential clients to evaluate their claims and how best to proceed.

Ohio Disaster Legal Relief Manual The law firm of Bricker & Eckler has agreed to prepare a disaster manual similar to those prepared in the wake of 911, the Florida hurricanes and most recently the manuals prepared in the aftermath of Hurricane Katrina for the states of Louisiana, Texas and Alabama.

Simple Divorce Project This program staffed by attorneys at Porter Wright Morris and Arthur, was begun more than a year ago, but has picked up considerably in volume. Attorney training was initially conducted by personnel from Capital Law School Legal Clinic and later firm attorneys have trained their colleagues. Pro bono cases are screened for appropriateness and the Capital Law School Legal Clinic staff are available to assist.

Pro Bono Projects Under Consideration

Children Guardian Ad Litem This is a project proposed by the Staff attorneys at Capital Law School Legal Clinic. Assuming that funding could be obtained, Capital Law School Clinic attorneys would train and mentor volunteer attorneys to serve as guardians ad litem for the children of indigent parents in contested custody cases that are before the Juvenile Court.

Report of Training Subcommittee

On September 9, 2005, the Training Subcommittee of the Pro Bono Task Force met at the CBA.

Generally, the Subcommittee agreed that the training component of the CBA's pro bono project should include the following features: first, a live seminar; second, a pre-recorded seminar (on-line, on CD, etc.); third, a manual; fourth, forms; fifth, consultant attorneys; and sixth, a "friendly court" (judges, bailiffs, administrators, etc.) project.

Various concerns and issues were raised. These included the following: (1) training should be easy for the attorneys; (2) the project should start (and perhaps finish) with very simple cases; (3) the attorneys should not be subject to embarrassment at court by the judges or by other court personnel.

The Subcommittee also recognized that, before any final training program could be designed, other preliminary questions must be answered. These include the following. First, what type of cases will be handled? Second, what is the scope of the attorney's representation? Third, if the attorney offers "limited representation," what ethical issues are raised by this structure?

Regarding the production of a pre-recorded seminar, Greg Travaglio reported that facilities and equipment for recording a seminar may be available for free at the OSU Law School. David Ball reported that OLAF would probably provide some financial assistance regarding the production of the pre-recorded seminar. He also reported OLAF would probably provide some financial assistance to make the pre-recorded seminar available on line.

Regarding the creation of forms, Marcia Palof reported that the Legal Aid Society of Columbus has a library of forms that can be used regarding domestic relations cases.

Regarding a "friendly court," the chair of the Family Law committee, Doug Dougherty will attempt to communicate with the domestic relations judges regarding the Task Force and regarding problems presented by pro se individuals.

Date: September 13, 2005