Primary Contacts:
Chair, Tommy Preston -  
Administrative Director: Perry Maclennan
Affiliates Director: Choi Portis
Disaster Legal Services Director: Daniel Wade

Staff Contacts:
Program Specialist: Alia S. Graham
Administrative Assistant: Asia Harris
District Representative Training
2018-2019 Leadership Conference
Wyndham Hotel – 71 East Upper Wacker Drive

Meeting Agenda - Friday, June 22, 2018

1:00 pm – 1:10 pm  **Introductions**

1:10 pm – 2:45 pm  **Affiliate Training**
- Your Role as a DR
- Attendance at YLD Conferences and Proxy Info
- Reporting / DR Form Electronic Form
- Updating Affiliate Information
- Additional information

2:45 pm – 3:00 pm  **Break**

3:00 pm – 3:20 pm  **Federal Emergency Management Agency**
- Introduction to the Federal Emergency Management Agency

3:20 pm – 4:30 pm  **Disaster Legal Services Training**
- You are needed as a District Representative
- Disaster plans
- Coordinating and managing a DLS hotline
- Generating a Press Release
- Maintaining a proper count of DLS calls to report to FEMA
- Providing an End of Disaster Report
- (Include link to DLS homepage/Where to find Disaster Plan)

4:30 pm – 4:45 pm  **Break**

4:45 pm – 6:00 pm  **Disaster Legal Services Simulator**
# WHO TO KNOW AS A DISTRICT REPRESENTATIVE

*Contact List 2018-2019*

<table>
<thead>
<tr>
<th>TOPIC</th>
<th>CONTACT</th>
<th>PHONE</th>
<th>E-MAIL</th>
</tr>
</thead>
</table>
| **General YLD Administrative Issues and National Representatives Reports** | Perry MacLennan  
YLD Administrative Director | 843.720.4429 | pmaclennan@hsblawfirm.com |
| **Reports**                                                   | Choi Portis  
Director, Affiliates Assistance Team  
Alia S. Graham  
Program Specialist | 313.585.1923  
312.988.5671 | choi.portis@gmail.com  
alia.graham@americanbar.org |
| **Conference Registration**                                   | Donna Nesbit  
Associate Director – Meetings Contact  
Tara Blasingame  
Meeting Planner | 312-988-5665  
312-988-5611 | donna.nesbit@americanbar.org  
tara.blasingame@americanbar.org |
| **Reimbursements**                                            | Asia Harris  
Administrative Assistance | 312-988-5629 | asia.harris@americanbar.org |
| **Affiliate Programming**                                     | Choi Portis  
Director, Affiliates Assistance Team  
Alia Graham  
Program Specialist | 313.585.1923  
312.988.5671 | choi.portis@gmail.com  
alia.graham@americanbar.org |
| **Subgrants/Regional Summit Subgrants/ Awards of Achievement** | Alia Graham  
Program Specialist | 312-988-5671 | alia.graham@americanbar.org |
| Diversity including YLD Scholarship Program, and Committees   | Renee Lugo  
Program Specialist | 312-988-5626 | renee.lugo@americanbar.org |
| **Disaster Legal Services (DLS)**                            | Daniel Wade  
Director, Disaster Legal Services  
Alia Graham  
Program Specialist | 415.393.9990  
312-988-5671 | dan.wade@uphelp.org  
alia.graham@americanbar.org |
| **Update your contact information**                           | ABA Service Center | 800-285-2221 | coa@staff.abanet.org |
| **Delegate Certification**                                    | Jamie Davis  
Assembly Clerk  
Asia Harris  
Administrative Assistant | 913.213.2773  
312-988-5629 | jmdavis@amctheatres.com  
asia.harris@americanbar.org |
| **Update Your District Affiliates Information**               | Alia S. Graham  
Program Specialist | 312.988.5671 | https://americanbar.qualtrics.com/jfe/form/SV_41QQLVhVzDKDakZ |
Your Responsibilities as a YLD District Representative

Affiliate Involvement:

1. Serve as a liaison between the local affiliates and the ABA YLD, keeping local affiliates updated on YLD activities, programs and services

2. Assist in the organization of Affiliates and encourage utilization of Affiliate Assistance Team members

3. Provide hands-on assistance to Affiliates in the planning and implementation of YLD programs and projects

4. Assist in the certification of delegates to the Midyear and Annual Meeting and provide input and voting assistance on recommendations and resolutions used in the adoption of policy positions by the YLD and the ABA

5. Electronically update Affiliate contact information in your district

YLD Planning and Development:

6. Provide input on YLD planning and development issues and provide a Preliminary Plan of Action to the ABA YLD

7. Attend meetings of the YLD Council before each regular meeting of the Division including the Annual Meeting, the Midyear Meeting and the Fall and Spring Conferences

8. Attend programming at each regular meeting of the Division, including plenary and closing sessions at each meeting (your funding to such meeting is contingent on your participation in said meetings)

9. Submit quarterly written reports to the Division and Affiliates within your District as to matters occurring within each organization

Implementing Disaster Legal Services

1. Attend training and assist in the coordination of Disaster Legal Services programs within your District in partnership with the Federal Emergency Management Agency (FEMA)

2. Provide updated Disaster Plans to the DLS Director by or before September 1

3. Implement and manage all DLS hotlines for your district

4. Provide an end of disaster report to council and ABA YLD staff
District/National Representative - Detailed

Serving as an ABA Young Lawyers Division District or National Representative can be rewarding and exciting. As the representative of affiliated young lawyer organizations and national organizations, District Representatives and National Representatives have the opportunity to participate in all of the great programming, policy-making and social activities of the ABA Young Lawyers Division. This position has several important responsibilities, both to the organizations represented and to the Division.

A. General Description

District Representatives have seven primary responsibilities (some of which also apply to National Representatives):

1. Serving as a member of the ABA YLD Council. The Council meets at the Annual and Midyear Meetings and the Division’s Fall and Spring Conferences;

2. Facilitating communication between the state and local Affiliates and the Division, including utilizing the Affiliate Assistance Team members;

3. Providing hands-on assistance to Affiliates in the planning and implementation of YLD programs and projects;

4. Submitting periodic written reports to the Division and to Affiliates within your District as to matters occurring within each organization;

5. Assisting in the coordination of Disaster Legal Services programs within your District in partnership with the Federal Emergency Management Agency (FEMA);

6. Providing input and voting on recommendations urging the adoption of policy positions by the YLD and the ABA; and

7. Providing input on YLD planning and development issues.

The primary role of a District Representative or National Representative is to serve as a leader in the Division by acting as a conduit for communication between the Division (and the ABA at-large) and the state and local young lawyer Affiliates within the District, or between the Division and both the national organization and that organization’s Affiliates. This is a two-way responsibility. The District Representative is responsible for communicating information about the Affiliates in his or her District to the Division, including any issues and problems within the Affiliates and concerning Affiliates’ progress toward the successful completion of their selected projects.

A great tool for accomplishing this responsibility is the Affiliate Assistance Team. District Representatives should introduce the Affiliate Assistance Team members to the officers of the Affiliates within each District so that they can provide help for any reason.

In order to effectively carry out District Representative responsibilities, it is important to develop a good relationship with all Affiliates within the District -- not just with those Affiliates and their representatives who attend the Division’s meetings, but also with those who do not attend. Indeed, the latter are especially important since the YLD has less interaction with them, and they do not benefit from the energizing impact of the Division’s meetings. You will need to get information from affiliate leaders to submit your own quarterly reports. We suggest setting a calendar reminder three weeks ahead of your quarterly report deadline to contact your affiliate leaders. Remember, your funding is jeopardized if you do not timely submit your report.
In case of a disaster, one of the most important functions of a District Representative is to execute the ABA’s contract with the Federal Emergency Management Agency (“FEMA”). When a major disaster strikes, after the basic needs of the victims are met, FEMA may activate Disaster Legal Services. Through a contract with the ABA YLD, FEMA looks to the District Representatives to coordinate the volunteers in the District to provide legal services to those affected by the disaster. FEMA funds an orientation for all incoming District and National Representatives to learn the functions of FEMA and how to manage the responsibilities when a disaster happens. District Representatives are expected to maintain their FEMA training manuals and implement a disaster plan in their area if a disaster does strike.

Another responsibility of a District Representative is to provide hands-on assistance to Affiliates in the planning and implementation of programs and projects. To do this, it is necessary for the District Representative to develop a thorough knowledge of the Division’s programmatic resources. District Representatives should also become familiar with the needs of the Affiliate’s community, the available volunteer and financial resources, and the capabilities of Affiliate leaders.

Each District Representative is challenged and expected to identify a Division program or project that meets the needs of each Affiliate’s community and matches available resources and capabilities. Once an appropriate program or project is selected by the Affiliate, the District Representative assists in the planning and implementation by providing resources and information, helping to establish appropriate milestones and target dates, and then monitoring the progress.

The District Representative and the National Representative position is also crucial to the ABA YLD governing structure, because the Council acts as the policy-making body for the Division when the Assembly is not in session. This legislative function of the District Representative is extremely important. The Council is also asked to provide input on important matters being considered by the Division leadership regarding the future direction of activities or other internal issues.

B. Specific Responsibilities

With organization and advance planning, it is easy to be an excellent District Representative.

1. Meet Your Affiliates
   Upon election as District Representative, have the out-going District Representative introduce you to your affiliates’ leaders.

HOW TO REPORT AS A DISTRICT REPRESENTATIVE
2018-2019

Send your reports electronically to your assigned Assistant Council Coordinator, with a copy to Chair, Administrative Director, and Designated YLD Staff at their contact information below.

<table>
<thead>
<tr>
<th>Choi Portis</th>
<th>Alia Graham</th>
</tr>
</thead>
<tbody>
<tr>
<td>Director, Affiliates Assistance Team</td>
<td>Program Specialist, ABA YLD</td>
</tr>
<tr>
<td>Email: <a href="mailto:choi.portis@gmail.com">choi.portis@gmail.com</a></td>
<td>Email: <a href="mailto:alia.graham@americanbar.org">alia.graham@americanbar.org</a></td>
</tr>
</tbody>
</table>

ABA Young Lawyers Division
General E-Mail Box
yld@americanbar.org
2. **Update Your Affiliates’ Contact Information**

Upon assuming the position as District Representative in August 2015, you should alert Affiliates that they should update the contact information of their President/Chair, President-Elect/Chair-Elect and primary staff contact with the ABA. All updates can be submitted via the online form located on the ABA Young Lawyers Division Affiliates page. Accurate information allows quick distribution of reports or other information to each Affiliate, and allows the Division to ensure that mailings are properly addressed. It is important that Affiliate information is accurate because the Division uses this information throughout the year to target Affiliates for assistance, discover interesting new projects, identify individuals for YLD appointments, and facilitate other interaction with affiliated organizations. Please refer to the handout for direction.

3. **Prepare a Preliminary Plan of Action**

Each District Representative is required to send the Administrative Director (and others on the cc list) a Preliminary Plan of Action by **Friday, August 17, 2018** outlining the activities to be undertaken within the District during the year and providing important information about the Affiliates in the District. The Administrative Director will review the plans with the Division Chair and provide comments. District Representatives may be asked to assist Affiliates in implementing special projects during the year. The Plan of Action should indicate a preliminary timetable for each project’s implementation and a description of the project. A template Plan of Action is included in your materials.

4. **Complete District Representative Reports**

Four times during the year, and following the initial Plan of Action, District Representatives will prepare a written report for their assigned Assistant Council Coordinator and send a copy to the Administrative Director, Chair, and designated YLD staff. These reports should include progress made on the Plan of Action, new project implementation, disaster assistance, updates on what activities each Affiliate in the District is doing, and whether any of the Affiliates seek or would benefit from the Affiliate Assistance Team’s assistance. You will be provided a template form to complete specific to the affiliates in your District. It is important that you reach out to all Affiliates and, if you do not hear back, indicate that you have no report for that Affiliate. This ensures the Division is aware of the activity and response level of each Affiliate.

5. **Send Monthly Update Emails to Affiliates**

Each month, the Administrative Director will request one District Representative to assist in creating a brief, quick bullet list of upcoming action items and highlights to send to all Affiliates. This brief “blurb” will be provided by the Administrative Director to all District Representatives, who should forward it to all Affiliates in his or her district. This will keep each Affiliate informed of the Division’s happenings and upcoming deadlines on a more regular basis.

6. **Attend Meetings**

District Representatives are considered key leaders of the Division. As a leader, attendance at meetings and passing information to Affiliates is integral to the Division’s success. Each District Representative is required to attend all Council meetings, District Representative workshops, District Representative receptions, YLD Assemblies, and the programming that follows the Fall and Spring Council meetings. The Council usually meets on the first day of each of the Division’s quarterly meetings. Limited reimbursement will be provided for attendance at the Fall, Spring, and Midyear meetings. ABA policy precludes reimbursement for any ABA member to attend the ABA Annual Meeting.

From time to time, District Representatives may be asked to give an oral report during the Council Meeting or District Representative workshop. Advance notice will be given when formal presentations are expected at either meeting. Often, there will be discussions on various issues where participation will be expected.
If a District Representative is unable to attend a meeting, he or she must inform the Administrative Director in advance. A District Representative may assign a proxy to attend a conference in that District Representative’s place.

7. Send Written Reports After All Meetings
As leaders, it is your responsibility to send a report to the President/Chair of each of the Affiliates recapping each Division Meeting or Conference within 30 days after the Meeting or Conference. The Division will provide a standardized report to each District Representative shortly after each Meeting or Conference. Please send the report to all of your Affiliates, and cc via email the Administrative Director and those designated on the cc list. Remember that reimbursement for attendance at any meeting will not be provided unless the reimbursement request is accompanied, or preceded, by a report to Affiliates.

Although a template of the report will already be written for you, please remember that the purpose of the report is to communicate, primarily to the officers of Affiliates who were not represented at the meeting. Think of their needs and interests, and remember that their Division knowledge base is much less than that of those Affiliates who regularly send representatives to attend meetings. The report will also highlight deadlines and action items. In light of this, please follow up with your Affiliates after you send out the report to see if they have questions or need assistance in any way.

If a District Representative is unable to attend a meeting for any reason, arrangements must be made to receive a report on the meeting, in addition to the minutes of the Council meeting, so that Affiliates can be informed. Despite an absence, a District Representative’s report to the Affiliates is still required.

8. Maintain Continued Contact with Affiliates
It is important to maintain frequent contact with Affiliates, either by telephone, by e-mail or by attending Affiliate meetings. Only by contact with Affiliates can issues be developed for consideration by the Council or by the Assembly. Further, such contact is essential to communicate with Affiliates on the various programs, projects, and services available from the YLD.

Each District Representative should strive to attend at least one Affiliate meeting or function for every Affiliate in his/her District. Most Affiliates have the capability to participate in meetings telephonically, so please pursue this option if travel is prohibitive for you.

Additionally, each District Representative should contact his or her Affiliates on a quarterly basis concerning their projects, interests, meeting plans, etc. District Representatives are encouraged to attend Affiliates’ orientation meetings to provide basic information about YLD participation and to learn about the Affiliate’s needs early in the year. If a District contains many Affiliates, concentrate on those that don’t normally send representatives to attend YLD meetings. District Representatives also may be asked to contact Affiliates regarding specific issues or events that are upcoming. Please consider the use of a District Newsletter.

District Representative help is essential to ensuring the success of the ABA YLD’s diversity plan. It is important to encourage Affiliates to implement diversity plans locally. In speaking with Affiliates about their programming, membership recruitment and projects, please communicate the Division’s commitment to diversity. Affiliates should be encouraged to seek both women and minorities for all aspects of their programming, including CLE panels, committee appointments, membership marketing plans, etc. This issue is vitally important, not only for the ABA YLD, but also for the continued relevance of state and local Affiliates to the profession.
District Representatives may be asked to assist the Division in reminding Affiliates of upcoming meetings and programs, and the relevant deadlines for each. Please encourage participation by the Affiliates in all Division activities, including but not limited to, conference programming, events, and Assembly meetings.

9. Recruit and Revitalize Affiliates
In addition to contact with existing Affiliates, District Representatives are asked to reach out to other young lawyer organizations within their respective Districts in an attempt to encourage affiliation and participation within the Division. Although the YLD has over 300 Affiliates, there exist active unaffiliated young lawyer organizations in virtually every state. District Representatives are encouraged to recruit a new Affiliate in their Districts, if the District Representative learns of a new or unaffiliated young lawyer organization. Please note the Division Bylaws, set forth in the appendices and contained on the Website, for information on which organizations are eligible for affiliation and the procedures to affiliate. Feel free to contact the Administrative Director or the Affiliate Assistance Team Director for assistance in this process.

A particular District may also have inactive Affiliates that can be revitalized with personal attention. Quality is at least as important as quantity. Please remember that whether affiliating a new group, or revitalizing an existing Affiliate, the Affiliate Assistance Team can be a primary partner.

10. Disaster Legal Services Program
This ABA YLD’s disaster legal services program performs the ongoing function of providing free legal assistance to victims of natural or other disasters in cooperation with the Federal Emergency Management Agency (FEMA). Each District Representative is responsible for ensuring that a network is in place in the event that FEMA requests delivery of legal services within that District.

When the President declares a “major disaster” in any part of the country, under the Robert T. Stafford Relief and Emergency Assistance Act, federal assistance is made available to supplement the efforts and resources of state and local governments and voluntary relief organizations. This federal assistance is coordinated by FEMA and includes the furnishing of free legal services to low-income victims of such major disasters pursuant to Sec. 415 of the Act.

The ABA Young Lawyers Division identifies attorneys willing to implement this statutory provision by rendering free legal services on a volunteer basis whenever a "major disaster" is declared. These lawyers may spend several hours at a FEMA disaster application center providing legal guidance to qualifying individual victims and/or provide their names and telephone numbers to be included on a list of volunteers available to provide individual legal assistance to such victims.

The disaster assistance provided, for example, in the wake of the September 11, 2001 tragedy and Hurricanes Katrina and Rita in 2005, has not only served to help those most in need, but also helped to enhance the image of the profession nationwide. District Representatives receive special training to assist in the performance of this extremely important function.

11. Prepare Resolutions
Another critical function for District Representatives is to solicit and help Affiliates develop resolutions for consideration either by the YLD Council or by the Assembly. Some District Representatives may also be called upon to debate resolutions in the Assembly throughout the bar year.

While the above-listed functions describe primary duties, District Representatives may also be asked to take on special information-gathering or other responsibilities during the course of the year.
C. Removal
Because the District Representative role is so critical to the maintenance of the Division’s Affiliate network, the Division’s Bylaws provide that “the Council may, by two-thirds vote for a stated cause after previous notice and due process, rescind any election or otherwise remove any district representative.” (See Bylaws Section 3.4(b)(4). Tangible evidence of the importance of this role is reflected in the fact that the Division spends approximately $80,000 per year on District Representative travel reimbursement. The Division cannot afford individuals in the role of District Representative who do not fulfill their responsibilities.

National Representatives may be removed in the same manner as the District Representatives pursuant to the Bylaws, Section 5.2(a)(7).

D. The Council
Pertinent Articles of the Bylaws of the Division provide as follows:

§ 3.1. Affiliation
(a) Recognition. The Council shall recognize as an Affiliate any organization that applies for affiliation if—
(1) it is a constituent or an Affiliate of a bar association or other organization represented in the ABA House of Delegates, and its membership is limited to that organization’s youngest members or those most recently admitted to practice; or
(2) young lawyers are at least three-fourths of its membership.

(b) National Affiliates. The Council may recognize as a “national Affiliate” any Affiliate that applies for such recognition if it includes
(1) chapters (by whatever name called) in at least ten states, and
(2) at least six thousand young lawyers.

(c) Withdrawal. The Council may withdraw its recognition, including recognition as a national Affiliate, from any Affiliate if
(1) the Affiliate is then unqualified for such recognition, or
(2) the Affiliate so requests.

§ 3.2. Outreach
(a) Policy. The Division operates as a federation of autonomous Affiliates. The Division’s purposes include exchanging ideas and promoting communication among them and organizing conferences and other programs for their benefit.

(b) Conferences. The Division shall annually organize two national conferences, one in the spring and one in the fall, for Affiliate outreach.

§ 3.3. Autonomy

Each Affiliate’s participation in the Division is voluntary. Neither these bylaws nor any action taken under their authority can bind an Affiliate or subject it to a political, financial, or other obligation that it does not voluntarily assume, except to the extent that the bylaw or action affects the Affiliate’s representation in the Division.
§ 3.4. **Districts**

For the purposes of this section 3.4, a “state” includes the District of Columbia, the Virgin Islands, the Federal Bar Association, and the Military Bar Association.

(a) **Organization.** The Affiliates are organized into the following districts:

1. Maine and Vermont;
2. Connecticut and Rhode Island;
3. Massachusetts and New Hampshire;
4. New York;
5. Pennsylvania;
6. New Jersey;
7. Delaware and the District of Columbia;
8. Maryland and Virginia;
9. North Carolina;
10. South Carolina and the Virgin Islands;
11. Florida;
12. Alabama and Georgia;
13. Mississippi;
14. Louisiana;
15. Illinois and Indiana;
16. Kentucky and Tennessee;
17. Minnesota and Wisconsin;
18. Ohio and West Virginia;
19. Iowa and Nebraska;
20. Michigan;
21. North Dakota and South Dakota;
22. Kansas and Missouri;
23. Arizona and New Mexico;
24. Arkansas and Oklahoma;
25. Southern and central Texas;
26. Northern and western Texas;
27. Nevada and Utah;
28. Colorado and Wyoming;
29. Oregon and Washington;
30. Idaho and Montana;
31. Northern California;
32. Southern California;
33. Alaska and Hawaii; and
34. Federal Bar Association and Military Bar Association.

Where a state includes more than one district, the Affiliates in that state may (otherwise the Council shall) define the districts’ boundaries. A list of your

(b) **District Representatives.**

**Election.** The Affiliates in each district, with each Affiliate (other than a national Affiliate) whose territory falls wholly or partly in the district having one vote, shall biennially elect a district representative. Each odd-numbered district shall elect its representative in each even-numbered year, and vice versa. The Council may make general rules that supplement these bylaws for electing district representatives, subject to which the Affiliates in each district may likewise make rules for nominating and electing their representative
(1) **Eligibility.**

(A) No person shall be eligible as a district representative unless he or she—

(i) can and does continue as a member throughout his or her term;

(ii) keeps his or her principal office or residence in the district throughout his or her term;

(iii) has been a member since the preceding annual meeting; and

(iv) registered for and attended the preceding annual or midyear meeting or at least one national Affiliate-outreach conference since the preceding annual meeting.

(B) A district may waive the requirements in section 3.4(b)(2)(A)(iii)-(iv) if no person is eligible under them or if no eligible person will serve.

(C) No person shall succeed himself or herself, directly or otherwise, as a district representative.

(3) **Rotation.** Where a district includes more than one state, that district shall not elect a representative whose principal office is in the same state as the retiring representative’s principal office, unless no Affiliate in the other state nominates a successor. This paragraph 3.4(b)(3) does not apply to any election filling a vacancy, or to the election following such an election if the former election already accomplished the required rotation; or where the retiring representative moved his or her office into the state since the preceding annual meeting.

(4) **Tenure.** Each district representative takes office when the Assembly adjourns sine die at the next annual meeting, and serves until his or her successor takes office. The Council may, by a two-thirds vote for a stated cause after previous notice and due process, rescind any election or otherwise remove any district representative.

(5) **Duties.** The district representative shall represent the district to the Division, and vice versa, and shall perform such other duties as the Council prescribes.

(6) **Proxies.** The Council may provide by rule for voting by proxy in the case of an absent district representative.

V. Council

§ 5.1. **Function**

The general executive and administrative authority resides in the Council, which shall enjoy all the powers that the Division may exercise, except those powers (including the authority to amend these bylaws) explicitly reserved to the Assembly. Except as these bylaws otherwise provide, the Council may act on the Division’s behalf in any matter except to the extent that such action is inconsistent with these bylaws or with any action by the Assembly within the last six years.

§ 5.2. **Composition**

(a) **Voting members.** The Council consists of—

(1) the officers (§ 6.1);

(2) the immediate past Chair;

(3) the constitutional representatives (§ 8.1);

(4) the directors (§ 10.1(b));
(5) the chair of the ABA Law Student Division, or his or her proxy;
(6) the district representatives or their proxies (§ 3.4(b)); and
(7) a representative from each national Affiliate (§ 3.1(b)), who is a member of that Affiliate. These bylaws and action taken under their authority shall apply to each such representative in the same manner as they apply to a district representative with respect to removal.

No person shall become a councilor unless he or she is a member. No councilor shall vote in more than one capacity.

(b) Nonvoting members. The Council may provide for nonvoting members, who shall likewise serve as nonvoting members in the Assembly.

§ 5.3. Meetings

(a) Regular. The Council shall regularly meet in conjunction with each meeting of the Assembly and each national Affiliate-outreach conference (§ 3.2(b)).

(b) Special. The Council may provide by rule for special meetings.

(c) Quorum. A simple majority of the Council’s members constitute its quorum.

(d) Rules. The Council may provide for voting by mail or by telephone, provided that, before the result is determined,

(1) the procedure is communicated to each member entitled to vote, and
(2) each such member enjoys a reasonable opportunity to vote.

§ 5.4. Review and delegation

Subject to the Assembly’s review, the Council enjoys the same powers of review and delegation as the Assembly.

E. Programs for Affiliates

District Representatives and National Representatives are the direct link between the Young Lawyers Division and the Affiliates. The Division looks to the District Representatives and National Representatives to contact Affiliates to ascertain how Division projects can best serve them. It is important to be thoroughly familiar with the services offered.

1. Affiliate Outreach
The Young Lawyers Division has three goals to which it is dedicated: (1) promoting the involvement of more young lawyers in public service projects throughout the nation to meet the needs of the public; (2) helping young lawyers in their professional and career development; (3) assisting in the development and maintenance of effective bar leaders. It accomplishes these goals by assisting state and local bar young lawyer affiliated organizations in creating, managing, and effectively maintaining public service programs in their communities, and professional development and bar leadership programs for the bar.

Information concerning successful programs is gathered by the Division and made available to Affiliates through publications, its clearinghouse, and national workshop conferences. In addition, the Division sends the Affiliate Assistance Team to consult with Affiliates who need assistance. This assistance may be general or related to a specific program or area. The Division provides funds through a subgrant program to aid Affiliates in starting public service programs. Finally, the Division provides funds for scholarship programs aimed at increasing the ranks of minority young lawyers,
solo/small firm practitioners, and government/public sector/military service lawyers within the Division.

2. National Conferences
Each year, the Division sponsors two national conferences (typically in the fall and spring) for Affiliate leaders. These conferences are devoted to promoting innovative public service, professional development and bar leadership project ideas to Affiliates. The Division solicits program ideas from Affiliates far in advance of these Conferences and encourages Affiliates to submit proposals.

These conferences are extremely valuable as they allow leaders of state and local bar associations to meet and discuss ideas, experiences, successes and common problems. For these conferences, the Division provides a two (2) day per diem reimbursement of $100 per day to a maximum of three (3) representatives (four if one is a minority, solo/small firm practitioner, or government/public sector/military service lawyer) for each Affiliate.

In addition, the Division provides airfare reimbursement to selected Affiliates who are either new Affiliates or who have otherwise not attended any recent conferences. Affiliates selected are those who have sound organizations but who have not been financially able to send someone to a conference. District Representatives are encouraged to contact any Affiliates that may qualify for this extra reimbursement and would benefit from attending a conference. Recommendations will be solicited approximately 30 days prior to each meeting. After all of the recommendations have been received, they will be reviewed by the Affiliates Director, and notification of the extra reimbursement awards will be made within sufficient time such that plans can be made to attend the meeting.

District Representatives should contact registrants from their respective Districts prior to each Meeting or Conference, and are encouraged to get to know attendees from their Districts and participate in their activities.

3. Affiliate Assistance
The Affiliate Assistance Team’s primary duty is to respond to requests for information and technical assistance from Affiliates regarding general organizational or specific public service programming issues. The assistance can be in the form of written materials, telephone consultations, or, wherever appropriate, on-site assistance by the Affiliate Assistance Team and YLD staff at YLD expense.

4. Subgrants
The Division promotes public service by awarding subgrants to young lawyer Affiliates for projects. The public and member service subgrants information is sent throughout the year and the proposals are due in early March. Priority is given to public service projects that provide services to the public that are not currently being provided or that propose an innovative approach to a significant public need. First-time applicants for subgrants and Affiliates with low annual budgets will also receive special consideration. Priority for a member service subgrant is given to Affiliates with small annual budgets, new Affiliates and minority projects. For more detailed information about Affiliate Programs and Benefits, please refer to the Division’s website.

5. The Affiliate Blog
Public Service, membership service, and bar leadership informational tips and articles also appear in The Affiliate, a bimonthly newsletter mailed to state and local bar leaders. The Division also offers any Affiliate member the opportunity to register for the e-Affiliate, an online version of the newsletter.
F. State and Local Affiliate Plans of Action

1. Regional Structure
To better facilitate relationships and communication between the Division and state and local bar Affiliates, the Division offers, among other resources, regional conferences, programming at national conferences, and constant communication via the YLD’s website, Facebook page, Twitter feed, *The Young Lawyer* and *The Affiliate* newsletter. Additionally, Affiliate leaders are provided with resources, responsibility and recognition to lay the groundwork for developing stronger, more effective relationships with existing Affiliates, attracting new Affiliates, and continuing to provide relevant benefits, services and programs.

2. National Affiliate Outreach
At the Fall and Spring Conferences, the Affiliate Assistance Team, in conjunction with other Division leaders, implements workshops specifically designed to assist Affiliates.

3. Communication Beyond National Meetings
Information regarding training, financial and other resources for Affiliates is disseminated through *The Young Lawyer* newsletter, *The Affiliate*, the YLD’s website, Facebook and Twitter. These communications bring together Affiliates who might not otherwise be in touch with each other, due to financial or time constraints.

4. Leadership Recognition
State and local bar Affiliates not only have an opportunity to submit their Affiliate projects and receive recognition in the form of a YLD Award of Achievement, but individual Affiliate leaders, as well as District Representatives, are also recognized for their leadership excellence.

A primary goal of the foregoing information is to enhance the work of the Division, its District Representatives, National Representatives and state, local and national young lawyer organizations in serving the public and the profession.

G. PROCEDURAL POLICIES

1. Reimbursement (See the ABA YLD Reimbursement Policy which is housed on the ABA Young Lawyers Division Leadership web page.

2. Correspondence
Copies of correspondence relating to Division business should be sent to the Administrative Director and the designated persons on the carbon copy list. If it is a special project, the correspondence should be sent to the person in charge of the project involved, the Chairperson or Project Director of the Committee or project involved, and the Administrative Director. If correspondence concerns matters of interest to Council members, copies should be forwarded to them.

3. ABA Policies
No member of the American Bar Association may represent the Association or the Division before a legislative body, court, or governmental agency unless specifically authorized by the ABA House of Delegates or Board of Governors. There are no exceptions to this rule.

In dealing with groups or individuals outside the Association, the general rule is to always speak on one’s own behalf, and never on behalf of the Association or Division, unless express authorization has been requested and obtained in advance.

4. Council Agenda Items
Every effort is made to ensure that agendas and supporting documents are delivered
to District Representatives and National Representatives sufficiently in advance of each Council meeting to permit an opportunity for review of the issues to be considered. In order to do so, each item to be brought to the attention of the Council must be received by the Administrative Director by the deadline date. Except under unusual circumstances, if materials are not received by the deadline date, they will not be considered at the meeting. Questions regarding a particular matter should be addressed to the Administrative Director.

5. **Resolutions** (For more information go to: http://www.americanbar.org/groups/young_lawyers/about_us/assembly.html)

6. **Vote-by-Mail Procedure**
   In order for the Division to take action on important and timely issues between meetings of the Council, the Division has in place a vote-by-mail procedure (For more information see the Vote-by-Mail Procedure in your DR Manual distributed at the Leadership Conference).
Event/Conference Calendar

2018

YLD Fall Conference
October 25 - 27, 2018
Francis Marion Hotel
Charleston, SC

2019

YLD Assembly and Business Meetings at ABA Midyear Meeting
January 25 - 27, 2019
Las Vegas, NV

YLD Spring Conference
May 2 - 4, 2019
Washington Marriott Georgetown
Washington, DC

YLD Events at the ABA Annual Meeting
August 8 - 10, 2019
San Francisco, CA
District Representative Proxy

In the event a District Representative cannot attend a meeting, a proxy may be sent in such District Representative’s place. Such proxy shall attend and participate in Council meetings and report thereon. The proxy may vote as if they were the District Representative. The proxy is also permitted to attend Council social events and qualifies for reimbursement as if they were a District Representative.

Sections 3.4(b)(6) and 5.2 (a)(6) of the Bylaws allow such proxy.

§ 3.4. Districts
   (b) District representatives.
       (6) Proxies. The Council may provide by rule for voting by proxy in the case of an absent district representative.

§ 5.2. Composition
   (a) Voting members. The Council consists of—
       (6) the district representatives or their proxies (§ 3.4(b));

No person shall become a councilor unless he or she is a member. No council or shall vote in more than one capacity.
Default Question Block

District Representative Reporting Forms are now being electronically tabulated. If you do not receive a "Survey Complete" message at the end of your survey, your submission was not recorded. You will need to retake the survey. These surveys will automatically be submitted to the following:

- Choi Portis, Director, Affiliates Assistance Team
- Alia S. Graham, Program Specialist, ABA Young Lawyers Division
- ABA YLD General Mailbox

If you have question or if the survey is inoperable, contact Alia S. Graham at alia.graham@americanbar.org or at 312.988.5671.

This District reporting form is being submitted by the following:

Name
Email
Phone

Select the your district:

For which quarter?
- YLD Fall Conference
- ABA Midyear Meeting
- YLD Spring Conference
- ABA Annual Meeting

List the top three DR report highlights: (Additional information, may be uploaded at the end of this survey)

1.)
2.)
3.)

Kudos: (recognize up to three Affiliates this quarter and explain why):

1.)
2.)
3.)
Affiliate information is listed in this portion of the survey.

Provide an update for each of your affiliates, including the name and contact information of your primary affiliate contact:

Have you noted that there are any inactive or unresponsive affiliates in your district? (Click here for a list of affiliates in your district)

Are there any future plans to assist your affiliates or are there any updates to your preliminary plan of action that you would like to submit at this time?

Are there any items you would like to include for the YLD Council Meeting?

Has any of your affiliates conducted any ABA YLD affiliated projects that are new and interesting?

- Yes
- No

Provide information the following information.

Was the project member or public service oriented?

- Member Service
- Public Service
- Diversity & Inclusion
- Legal Innovation
- Civic Engagement
Please explain below:

Is there any other information you’d like to share about this affiliate?

Are there any affiliate stories or news articles that would be appropriate for highlighting?

Are there any concerns you would like to express as a DR or on behalf of any of your affiliate leaders?

Social Media Information:

How many times have you utilized the ABA YLD social media platforms to submit content regarding the districts you are reporting on this quarter?

2.) Does your affiliates have an social media platforms? If so, please share their handles.
DISTRICT ____ PRELIMINARY PLAN OF ACTION

TO: Choi Portis, Director, Affiliates Assistance Team

FROM: _____________________________, District ___ Representative

DATE: _____________________________

I. Issues involving ABA YLD: Discuss the issues facing your District that involve the YLD. What plans do you have to increase or maintain the participation of your Affiliates in the YLD's projects, programs or initiatives?

II. Affiliate contacts: Explain what contacts you have had with your Affiliates since Leadership Training. Have you sent a letter of introduction? What method of communication have you set with your Affiliates?

III. Affiliate assistance: Are there any Affiliates that have requested (or may be in need of) services from the YLD's Affiliate Assistance Team?

IV. New Affiliates: Are there any new Affiliates? Are there any potential new Affiliates for you to contact?

V. Disaster assistance: What Disaster Legal Services efforts are you undertaking? Have you completed your state’s manual? If you serve two states, have you obtained the manual for the other state? Have you coordinated with the bar association(s) regarding their existing disaster plans?
<table>
<thead>
<tr>
<th>District #</th>
<th>States</th>
<th>First</th>
<th>Last</th>
<th>Firm/Address</th>
<th>ST</th>
<th>Email</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>First</td>
<td>ME &amp; VT</td>
<td>Ali</td>
<td>Tozier</td>
<td>Littler Mendelson, P.C. One Monument Square, Suite 600 Portland, OR 04101</td>
<td>ME</td>
<td><a href="mailto:atozier@littler.com">atozier@littler.com</a></td>
<td>(207) 699-1116</td>
</tr>
<tr>
<td>Second</td>
<td>CT &amp; RI</td>
<td>Vacant</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Third</td>
<td>MA &amp; NH</td>
<td>Samuel</td>
<td>Segal</td>
<td>75 Arlington Street, Suite 500 Boston, MA 02116</td>
<td>MA</td>
<td><a href="mailto:sam@segallawmass.com">sam@segallawmass.com</a></td>
<td>(617) 383-3542</td>
</tr>
<tr>
<td>Fourth</td>
<td>NY</td>
<td>Natasha</td>
<td>Shishov</td>
<td></td>
<td>NY</td>
<td><a href="mailto:Natasha.shishov@gmail.com">Natasha.shishov@gmail.com</a></td>
<td>(516) 393-8291</td>
</tr>
<tr>
<td>Fifth</td>
<td>PA</td>
<td>Kyle</td>
<td>Perdue</td>
<td>Edgar Snyder &amp; Associates 600 Grant Street, 10th Floor Pittsburgh, PA 15219</td>
<td>PA</td>
<td><a href="mailto:kperdue@edgarsnyder.com">kperdue@edgarsnyder.com</a></td>
<td>(412) 394-5390</td>
</tr>
<tr>
<td>Sixth</td>
<td>NJ</td>
<td>Brandon Lee</td>
<td>Wolff</td>
<td>LeClairRyan 855 Third Avenue, 16th Floor New York, NY 10022</td>
<td>NY</td>
<td><a href="mailto:brandon.wolff@leclairryan.com">brandon.wolff@leclairryan.com</a></td>
<td>(212) 634-5035</td>
</tr>
<tr>
<td>Seventh</td>
<td>DC &amp; DE</td>
<td>Julius</td>
<td>Redd</td>
<td>Beveridge &amp; Diamond, P.C. 1350 I Street, NW, Suite 700 Washington, 20005</td>
<td>NW</td>
<td><a href="mailto:jredd@bdlaw.com">jredd@bdlaw.com</a></td>
<td>(202) 789-6069</td>
</tr>
<tr>
<td>Eighth</td>
<td>MD &amp; VA</td>
<td>Edwin</td>
<td>Wu</td>
<td>Office of the Public Defender 1 Guardian Court Portsmouth, VA 23704</td>
<td>VA</td>
<td><a href="mailto:edwinjwu@gmail.com">edwinjwu@gmail.com</a></td>
<td>(757) 396-6840</td>
</tr>
<tr>
<td>Ninth</td>
<td>NC</td>
<td>Andrew R.</td>
<td>Jones</td>
<td>Forrest Firm, P.C. 105 Grace Street, Suite 101 Wilminton, NC 28401</td>
<td>NC</td>
<td><a href="mailto:andy.jones@forrestfirm.com">andy.jones@forrestfirm.com</a></td>
<td>(910) 617-8603</td>
</tr>
<tr>
<td>Tenth</td>
<td>SC &amp; US VI</td>
<td>Casey</td>
<td>Payton</td>
<td>Office of Territorial Public Defender P.O. Box 6040 St. Thomas, VI 00804</td>
<td>VI</td>
<td><a href="mailto:casey.payton@otpd.vi.gov">casey.payton@otpd.vi.gov</a></td>
<td>(340) 774-8181</td>
</tr>
<tr>
<td>Eleventh</td>
<td>FL</td>
<td>Anthony</td>
<td>Palermo</td>
<td>Holland &amp; Knight LLP 100 North Tampa Street, Suite 4100 Tampa, FL 33602</td>
<td>FL</td>
<td><a href="mailto:anthony.palermo@hklaw.com">anthony.palermo@hklaw.com</a></td>
<td>(813) 227-6320</td>
</tr>
<tr>
<td>Twelfth</td>
<td>AL &amp; GA</td>
<td>Roberto</td>
<td>Shawn</td>
<td>Conflict Defender's Office - Cordele Judicial Circuit 510 W. Lamar Street, 2nd Floor Americus, GA 31079</td>
<td>GA</td>
<td><a href="mailto:shoover@gapublicdefender.org">shoover@gapublicdefender.org</a></td>
<td>(404) 823-2160</td>
</tr>
<tr>
<td>Thirteenth</td>
<td>MS</td>
<td>Michael</td>
<td>Patrick</td>
<td>Balch &amp; Bingham LLP P.O. Box 22587 Jackson, MS 39225</td>
<td>MS</td>
<td><a href="mailto:peverman@balch.com">peverman@balch.com</a></td>
<td>(601) 965-8162</td>
</tr>
<tr>
<td>District #</td>
<td>States</td>
<td>First</td>
<td>Last</td>
<td>Firm/Address</td>
<td>ST</td>
<td>Email</td>
<td>Phone</td>
</tr>
<tr>
<td>-----------</td>
<td>----------</td>
<td>----------</td>
<td>---------</td>
<td>---------------------------------------------------</td>
<td>-----</td>
<td>------------------------------</td>
<td>-------------</td>
</tr>
</tbody>
</table>
| Fourteenth| LA       | Danielle | Borel   | Breazeale, Sachse & Wilson L.L.P  
P.O. Box 3197  
Baton Rouge, LA 70821-3197 | LA  | danielle.borel@bswllp.com | (225) 381-8047 |
| Fifteenth | IL & IN  | Vacant   |         |                                                   |     |                              |             |
| Sixteenth | TN & KY  | Terica   | Smith   | TN District Attorney General, 26th JD  
225 Martin Luther King Blvd, Suite 320  
Jackson, TN 38305 | TN  | terica.n.smith@gmail.com  | (731) 423-5808 |
| Seventeenth| WI & MN | Chloe    | Medtronic| Medtronic  
8200 Coral Sea Street NE  
Mounds View, MN 55112 | MN  | Chloe.sershon@gmail.com  | (952) 454-1071 |
| Eighteenth | OH & WV | Brittany | Fink    | Littler Mendelson  
707 Virginia Street East, Suite 1010  
Charleston, WV 25301 | WV  | bfink@littler.com | (304) 599-4622 |
| Nineteenth | IA & NE | Kyle     | Fry     | American Equity Investment Life Insurance Company  
6000 Westown Pkwy  
West Des Moines, IA 50266 | IA  | kfr@american-equity.com | (515) 273-3621 |
| Twentieth  | MI       | Amy      | Krieg   |                                                   | MI  | akrieg15@gmail.com | (517) 432-6980 |
| Twenty-First | ND & SD | William  | Woodworth| Woodworth & Holter, PLLP  
4007 State Street, Suite 111  
Bismarck, ND 58503 | ND  | williamwoodworth@woodworthholter.com | (701) 214-7925 |
| Twenty-Second | KS & MO | Rick     | Davis   | Rick Davis Legal  
8826 Santa Fe Drive, Suite 2  
Overland Park, KS 66212 | KS  | rick@rickdavislegal.com | (913) 202-1847 |
| Twenty-Third | AZ & NM | George   | Biederman| Biedeerman Law Office  
625 N. Gilbert Road #203  
Gilbert, AZ 85234 | AZ  | gb@biedermanlawoffice.com | (480) 275-9577 |
| Twenty-Fourth | OK & AR | Gregory J.| Northern| Cross, Gunter, Witherspoon & Galchus, P.C.  
500 President Clinton Avenue, Suite 200  
Little Rock, AR 72201 | AR  | gnorthern@cgwg.com | (501) 371-9999 |
| Twenty-Fifth | SOUTH/ CENTRAL TX | John W. | Ellis  | Scott Douglass & McConnico LLP  
303 Colorado Street, Suite 2400  
Austin, TX | TX  | jellis@scottdoug.com | (512) 495-6359 |
| Twenty-Sixth | NORTH/ WEST TX | Jay | Forester | 1801 N. Lamar #325  
Dallas, TX 75202 | TX  | jforester.law@gmail.com | (214) 288-8519 |
<table>
<thead>
<tr>
<th>District #</th>
<th>States</th>
<th>First</th>
<th>Last</th>
<th>Firm/Address</th>
<th>ST</th>
<th>Email</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Twenty-Seventh</td>
<td>UT &amp; NV</td>
<td>Peter</td>
<td>Patrick</td>
<td>Handy Douglas County Districts Attorney's Office</td>
<td>NV</td>
<td><a href="mailto:phandy@douglas.nv.gov">phandy@douglas.nv.gov</a></td>
<td>(775) 782-9800</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Patrick</td>
<td>Handy</td>
<td>P.O. Box 218 Minden, NV 89423</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Twenty-Eighth</td>
<td>CO &amp; WY</td>
<td>Megan</td>
<td>Garnett</td>
<td>Gordon &amp; Rees Gordon &amp; Rees 555 17th Street, Suite</td>
<td>CO</td>
<td><a href="mailto:mmrose33@gmail.com">mmrose33@gmail.com</a></td>
<td>(303) 200-6882</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Garnett</td>
<td></td>
<td>3400 Denver, CO 80202</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Twenty-Ninth</td>
<td>WA &amp; OR</td>
<td>Emily Ann</td>
<td>Albrecht</td>
<td>Betts, Patterson &amp; Mines, P.S. 701 Pike Street,</td>
<td>WA</td>
<td><a href="mailto:ealbrecht@bpmlaw.com">ealbrecht@bpmlaw.com</a></td>
<td>(202) 268-8668</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Ann</td>
<td>Albrecht</td>
<td>Suite 1400 Seattle, WA 98101</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Thirtieth</td>
<td>MT &amp; ID</td>
<td>Debra Anne</td>
<td>Gorberg</td>
<td>Nevin Benjamin McKay &amp; Bartlett LLP 303 W.</td>
<td>ID</td>
<td><a href="mailto:dgroberg@nbmlaw.com">dgroberg@nbmlaw.com</a></td>
<td>(208) 343-1000</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Anne</td>
<td>Gorberg</td>
<td>Bannock Street Boise, ID 83702</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Thirty-First</td>
<td>NORTH CA</td>
<td>Abre’</td>
<td>Conner</td>
<td>ACLU of Northern CA 39 Drumm Street San Francisco</td>
<td>CA</td>
<td><a href="mailto:aconner@aclunc.org">aconner@aclunc.org</a></td>
<td>(559) 554-2994</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Abre’</td>
<td>Conner</td>
<td>CA 94111</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Thirty Second</td>
<td>SOUTH CA</td>
<td>Brooke</td>
<td>Weitzman</td>
<td>Elder Law and Disability Rights 2372 Morse</td>
<td>CA</td>
<td><a href="mailto:bweitzman@eldrcenter.org">bweitzman@eldrcenter.org</a></td>
<td>(949) 407-9057</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Brooke</td>
<td>Weitzman</td>
<td>Avenue, Suite 471 Irvine, CA 92614</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Thirty Third</td>
<td>AK &amp; HI</td>
<td>Roseann</td>
<td>Simko Wall</td>
<td>The Wall Firm, LLC 206 Barnette Street Fairbanks,</td>
<td>AK</td>
<td><a href="mailto:rsw@thewallfirm.com">rsw@thewallfirm.com</a></td>
<td>(907) 374-9399</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>AK 99709</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Thirty Fourth</td>
<td>FED &amp; MIL BAR</td>
<td></td>
<td></td>
<td>Reclassified as a National Representative Position</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>I AM LOOKING FOR:</td>
<td>FIND IT ON THE WEBSITE:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>----------------------------------------------------------------------------------</td>
<td>----------------------------------------------------------------------------------------</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>General Information about the YLD</td>
<td>Direct link: <a href="http://www.americanbar.org/younglawyers">www.americanbar.org/younglawyers</a></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td><em>Navigate to it:</em></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>See the “About Us” box on the home page.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>District Representative Resources</td>
<td>Direct link: <a href="https://www.americanbar.org/groups/young_lawyers/about_us/leadership_portal/district_representative_resources.html">https://www.americanbar.org/groups/young_lawyers/about_us/leadership_portal/district_representative_resources.html</a></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Disaster Legal Services Webpage</td>
<td>Direct link: <a href="https://www.americanbar.org/groups/young_lawyers/about_us/leadership_portal/district_representative_resources.html">https://www.americanbar.org/groups/young_lawyers/about_us/leadership_portal/district_representative_resources.html</a></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Affiliate Resources</td>
<td>Direct Link: <a href="http://www.americanbar.org/groups/young_lawyers/about_us/affiliates.html">www.americanbar.org/groups/young_lawyers/about_us/affiliates.html</a></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Resources for leaders of Affiliates</td>
<td><em>Navigate to it:</em></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Updating Affiliate Leadership Changes</td>
<td>From the YLD Homepage – click “Affiliate Outreach Program” or “Affiliates.”</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Affiliates in my state</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Affiliating with the YLD</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other information</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>YLD Bylaws and Policies, the Long-Range Plan and the Diversity Plan</td>
<td>Available via the Leadership Portal <a href="http://www.ambar.org/YLDLeadershipPortal">www.ambar.org/YLDLeadershipPortal</a> or <a href="http://www.americanbar.org/groups/young_lawyers/about_us/bylaws_policies.html">www.americanbar.org/groups/young_lawyers/about_us/bylaws_policies.html</a></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td><em>Navigate to it:</em></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>1. From the top navigation bar – click “About Us.”</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>2. Under “More Information” – click on “Leadership Portal” and log on to the ABA Website.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Descriptions and Expectations</td>
<td><em>Navigate to it:</em></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Training Manuals</td>
<td>1. From the top navigation bar – click “About Us.”</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Deadlines</td>
<td>2. Under “More Information” – click on “Leadership Portal” and log on to the ABA Website.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Co-sponsorship Information</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Program Proposal and Development</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Report Templates</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td><em>Navigate to it:</em></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>From the top navigation bar – click “Member Directory” and log on to the ABA Website.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>WHERE TO FIND INFORMATION</td>
<td>Navigating <a href="http://www.americanbar.org/younglawyers">www.americanbar.org/younglawyers</a></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>---------------------------------------------------------------</td>
<td>---------------------------------------------</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Contact Information for Staff</td>
<td><a href="http://www.americanbar.org/groups/young_lawyers/contact_us.html">www.americanbar.org/groups/young_lawyers/contact_us.html</a></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Navigate to it:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1. From the left navigation bar – click “About Us.”</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Meeting Information</td>
<td>Direct link: <a href="http://www.ambar.org/younglawyerevents">www.ambar.org/younglawyerevents</a></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Dates</td>
<td>Navigate to it:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Location</td>
<td>From the left navigation bar – click “Events &amp; CLE.”</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Registration</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Leadership Opportunities</td>
<td>Direct link: <a href="http://www.ambar.org/yldappointments">www.ambar.org/yldappointments</a></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Appointments</td>
<td>Navigate to it:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Elections</td>
<td>1. From the left navigation bar – click “About Us.”</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Initiatives</td>
<td>Direct Link:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Public Service Projects</td>
<td><a href="http://www.americanbar.org/groups/young_lawyers/initiatives.html">www.americanbar.org/groups/young_lawyers/initiatives.html</a></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Public Education</td>
<td>Navigate to it:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Pro Bono</td>
<td>From the left navigation bar – click &quot;Initiatives.&quot;</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Member Service Projects</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Diversity</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>YLD Awards and Scholarships Information</td>
<td>Direct Link:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Subgrant Information and Applications</td>
<td><a href="http://www.americanbar.org/groups/young_lawyers/awards_scholarships.html">www.americanbar.org/groups/young_lawyers/awards_scholarships.html</a></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Awards of Achievement</td>
<td>Navigate to it:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>- National Outstanding Young Lawyer</td>
<td>From the left navigation bar – click “Awards &amp; Scholarships.”</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Outstanding Young Military Lawyer</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Scholarship Programs</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Child Advocacy Award</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ABA Membership</td>
<td>Direct Link:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Becoming an ABA Member</td>
<td><a href="https://apps.americanbar.org/abanet/common/MyABA/home.cfm">https://apps.americanbar.org/abanet/common/MyABA/home.cfm</a></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Updating Your Profile and Contact Information</td>
<td>From the top navigation bar – click “myABA” and log in to the ABA Website.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Joining an ABA Section, Division or Forum</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Guide to Affiliating with the American Bar Association Young Lawyers Division

Thank you for your interest in affiliating with the American Bar Association Young Lawyers Division ("ABA YLD").

By affiliating with the ABA YLD your organization will reap many benefits, all at no cost to you, including:

1. **Affiliate Assistance Team:** The Affiliate Assistance Team is made up of experienced young lawyer bar leaders who are dedicated to helping affiliates requesting assistance via telephone consultations, on-site assistance (when appropriate), and written materials.

2. **Subgrants:** Each year the ABA YLD issues subgrants to affiliate bar associations to aid in public and member service driven initiatives to qualifying affiliate projects. Funding priority is given to affiliates wishing to develop and implement programs providing unavailable law-related services to the public or programs proposing an innovative approach to filling a significant public need. Priority is also given to new affiliates and affiliates with smaller budgets.

3. **Regional Summits:** Regional meetings or conferences organized and executed by Affiliates. The purpose of a Regional Summit is to promote and develop growth, education, leadership among Affiliates and Affiliate Leaders to carry out more collaboratively their service of leadership and to foster a cooperative spirit and information sharing between the YLD, Affiliates and other young lawyer groups.

4. **National Conferences:** During our spring and fall conferences and the ABA Midyear Meeting we provide practical “how-to” information on public service projects, bar leadership training, and professional development programming.

   At all meetings the ABA YLD provides reimbursement for up to three attendees per affiliate (four if one is a minority or is a government or solo/small firm attorney), up to a maximum amount of $200 per person, to help offset some of the travel costs.

5. **The Affiliate Blog:** Blog format newsletter covering issues and trends affecting young lawyer bar associations.

6. **Awards and Recognition:** The ABA YLD’s Awards of Achievement Competition provides national recognition to affiliates for their outstanding programs. It also offers them an opportunity to have their programs adopted by other organizations.
Applying for affiliation with the ABA YLD is simple and can be accomplished within a short period of time. Article III of the ABA YLD’s Bylaws states that any lawyer organization may apply for affiliation with the ABA YLD, provided that the ABA YLD receives written certification that at least 75 percent of the petitioning organization’s members are under thirty-six years of age or have been admitted to their first Bar within the last five years.

Affiliation procedures require that a lawyer organization submit the following to the ABA YLD thirty days before a Council Meeting:

1. a certified copy of a resolution adopted by the organization authorizing affiliation with the ABA YLD;
2. a copy of any constitution, by-laws or articles of procedure of the organization;
3. a petition signed by the presiding officer and secretary of the organization, which describes
   (a) its organizational history;
   (b) the size of its membership;
   (c) the number and percentage of its membership under thirty-six years of age or who have been admitted to their first Bar within the last five years and;
   (d) the names, addresses, and terms of the section’s officers

Along with the documents you prepare, please include the contact information (including email) for your organization’s officers and staff, the date new officers take office, and the size of your organization’s budget.

Completed documents should be sent to:

Alia S. Graham, Program Specialist via email at alia.graham@americanbar.org and copy Asia Harris at asia.harris@americanbar.org.

An ABA YLD Officer will present the petition to the Council of the ABA YLD at the next Council Meeting. The Council meets four times a year. Shortly thereafter, your organization will be advised of its petition status.
CERTIFIED COPY OF RESOLUTION OF THE

(Bar Association)

for Affiliation with the American Bar Association Young Lawyers Division

I, ______________________, the duly elected ___________________ of the ____________________________ hereby certify that the following is a true and correct copy of a resolution regularly adopted by the ____________________________ and that the resolution is in full force and effect, and has not been revoked in whole or in part.

BE IT RESOLVED AS FOLLOWS:

The ____________________________________ shall affiliate with the American Bar Association Young Lawyers Division, and is hereby authorized and directed to take the necessary action to accomplish such affiliation.

DATED:_______________  Presiding Officer Contact Info:
Name ______________________________
Title _______________________________
Address ____________________________
___________________________________
Email ______________________________
Phone _____________________________

ATTEST: _________________________________
Secretary
PETITION FOR AFFILIATION OF THE

(ORGANIZATION)
and
American Bar Association Young Lawyers Division (ABA YLD)

Pursuant to a resolution, a certified copy of which is attached, the
__________________________________ hereby petitions for affiliation with the American
Bar Association Young Lawyers Division and submits the following information concerning its
organization:

ORGANIZATION - A copy of the By Laws is attached. The ____________________________
was organized in ______ and the By Laws were adopted on ______________.

YOUNG LAWYER MEMBERS: Over seventy-five percent of the petitioning organization’s
members are under thirty-six years of age or have been admitted to their first bar with the past
five years. The organization has __________ members.

OFFICERS - The officers of the organization are:

Chair/President: ___________________________
Chair/President Elect: ___________________________
Secretary: ___________________________
Other: ___________________________

DATED: __________________

______________________________
ATTEST: _______________________
Secretary
List of District Affiliates
DISTRICT 1 (ME & VT)
Maine
Maine State Bar Association New Lawyers Section
Vermont
Vermont Bar Association Young Lawyers Section

DISTRICT 2 (CT & RI)
Connecticut
Connecticut Bar Association Young Lawyers Section
Hartford Bar Association Young Lawyers Section
Meriden/Wallingford Bar Young Lawyers Section
New Haven Bar Association Young Lawyers Section
New London Bar Association Young Lawyers Division
Waterbury Bar Association Young Lawyers Division
Young Lawyers of Lower Fairfield County
Rhode Island
Rhode Island Bar Association New Lawyers Committee

DISTRICT 3 (MA & NH)
Massachusetts
Boston Bar Association New Lawyers Section
Hampden County Bar Association New Lawyers Section
Massachusetts Bar Association Young Lawyers Division
Middlesex County Bar Association Young Lawyers Division
New Hampshire
New Hampshire Bar Association New Lawyers Committee

DISTRICT 4 (NY)
New York
Albany County Bar Association Young Lawyers Committee
Association of the Bar of the City of New York Young Lawyers Committee
Erie County Bar Association Young Lawyers Committee
Monroe County Bar Association -- Young Lawyers Section
Nassau County Bar Association Young Lawyers Committee
New York City Bar Association New Lawyer Council
New York County Lawyers Association Young Lawyers Section
New York State Bar Association Young Lawyers Section
Onondaga County Bar Association New Lawyers Section
Queens County Bar Association Young Lawyers Section

DISTRICT 5 (PA)
Pennsylvania
Allegheny County Bar Association Young Lawyers Section
Bucks County Bar Association Young Lawyers Section
Cambria County Bar Association Young Lawyers Section
Chester County Bar Association Young Lawyers Division
Cumberland County Bar Association Young Lawyers Division
Dauphin County Bar Association Young Lawyers Section
Delaware County Bar Association Young Lawyer Section
Erie County Bar Association Young Lawyers Section
Lackawanna County Bar Association Young Lawyers Division
Lancaster Bar Association Young Lawyer Division
Monroe County Bar Association Young Lawyers Section
Montgomery Bar Association Young Lawyers Section
Pennsylvania Bar Association Young Lawyers Division
Philadelphia Bar Association Young Lawyers Division
York County Young Lawyers Section
DISTRICT 6 (NJ)  
New Jersey  
Atlantic County Bar Association Young Lawyers Section  
Bergen County Bar Association Young Lawyers Division  
Burlington County Bar Association Young Lawyers Committee  
Camden County Bar Association Young Lawyers Committee  
Essex County Bar Association Young Lawyers Section  
Mercer County Bar Association Young Lawyers Section  
Monmouth County Bar Association Young Lawyers Committee  
Morris County Bar Association Young Lawyers Committee  
New Jersey State Bar Association Young Lawyers Division  
Ocean County Bar Association Young Lawyers Committee  
Passaic County Bar Association Young Lawyers Section  
Union County Bar Association Young Lawyers Section

DISTRICT 7 (DC & DE)  
District of Columbia  
Bar Association of the District of Columbia-Young Lawyers Section  
Delaware  
Delaware State Bar Association New Lawyers Section

DISTRICT 8 (MD & VA)  
Maryland  
Alliance of Black Women Attorneys of Maryland  
Bar Association of Baltimore City Young Lawyers' Division  
Maryland State Bar Association Young Lawyers Section  
Virginia  
Fairfax Bar Association Young Lawyers Division  
Norfolk and Portsmouth Bar Association  
Young Lawyers Section Richmond Bar Association Young Lawyers Section  
Virginia Bar Association Young Lawyers Division Virginia State Bar Young Lawyers Conference

DISTRICT 9 (NC)  
North Carolina  
Buncombe County Young Lawyers Division  
Durham County Young Lawyers Division  
Forsyth County Young Lawyers Association  
Greensboro Bar Association Young Lawyers Section  
Mecklenburg County Bar Young Lawyers Division  
New Hanover County Young Lawyers Division  
North Carolina Bar Association Young Lawyers Division  
Wake County Bar Association

DISTRICT 10 (SC & U.S. Virgin Islands)  
South Carolina  
Charleston Young Lawyers Club  
Greenville County Young Lawyers Club  
South Carolina Bar Young Lawyers Division  
U.S. Virgin Islands  
Virgin Islands Bar Association Young Lawyers Division

DISTRICT 11 (FL)  
Florida  
Bay County Bar Association Young Lawyers Section  
Brevard County Bar Association Young Lawyers Division
Broward County Bar Association--Young Lawyers’ Section
Clearwater Bar Association Young Lawyers Division
Collier County Bar Association, Young Lawyers Section
Dade County Bar Association Young Lawyers Section
Eighth Judicial Circuit Bar Association Young Lawyers Division
Hillsborough County Bar Association -- Young Lawyers' Division
Jacksonville Bar Association Young Lawyers Section
Lee County Bar Association Young Lawyers Division
Orange County Bar Association Young Lawyers Section
Sarasota County Bar Association Young Lawyers Division
Seminole County Young Lawyers Division
St. Petersburg Bar Association Young Lawyers Division
Tallahassee Bar Association Young Lawyers Section
The Young Lawyers Division of the Florida Bar
Volusia County Bar Association
Young Lawyers Division of the West Pasco Bar Association
Palm Beach County Bar Association Young Lawyers Section

DISTRICT 12 (AL & GA)
Alabama
Alabama State Bar Young Lawyers Section
Birmingham Bar Association
McKinley Young Lawyers Section
Mobile Bar Association Young Lawyers Section
Montgomery Bar Association Young Lawyers Section
Young Lawyers Section of the
Georgia
Albany Area Young Lawyers Division
Atlanta Council of Younger Lawyers
Cobb County Bar Association Young Lawyers Section
DeKalb Bar Young Lawyers Division
Savannah Bar Association Younger Lawyers Section
State Bar of Georgia Young Lawyers Division
Young Lawyers of Augusta
Houston County Young Lawyers Division

DISTRICT 13 (MS)
Mississippi
Delta Area Young Lawyers
Desoto County Young Lawyers Association
Golden Triangle Young Lawyers Association
Harrison County Bar Association Young Lawyers Section
Hattiesburg Area Young Lawyers Association
Jackson County Young Lawyers
Jackson Young Lawyers Association
Jones County Bar Young Lawyers Section
Lauderdale County Bar Association Young Lawyers Section
Lee County Young Lawyers Association
North West Mississippi Young Lawyers Association
Oxford Area Young Lawyers Association
The Mississippi Bar (Young Lawyers Division)
Warren County Young Lawyers Section
Washington County Bar Association Young Lawyers Section

DISTRICT 14 (LA)
Louisiana
Alexandria Bar Association Young Lawyers
Baton Rouge Bar Association Young Lawyers Section
Federal Bar Association, New Orleans Chapter, Young Lawyers Section
Fourth Judicial District Bar Association Young Lawyers Section
Jefferson Parish Bar Association Young Lawyers Section
Lafayette Parish Young Lawyers Association
Louisiana State Bar Association Young Lawyers Section
New Orleans Bar Association Young Lawyers Section
Shreveport Bar Association Young Lawyers Section
Southwest Louisiana Bar Association Young Lawyers Section

DISTRICT 15 (IL & IN)
Illinois
Chicago Bar Association Young Lawyers Section
Cook County Bar Association Young Lawyers Section
DuPage County Bar Association New Lawyer Committee
Illinois State Bar Association Young Lawyers Division
McLean County Bar Association Young Lawyers Section
Sangamon County Bar Association Young Lawyers Section
Winnebago County Bar Association Young Lawyers Division
Indiana
Allen County Bar Association New Lawyers Section
Indiana State Bar Association
Indianapolis Bar Association Young Lawyers Division

DISTRICT 16 (TN & KY)
Kentucky
Bowling Green-Warren County Bar Association Young Lawyers Section
Fayette County Bar Association Young Lawyer Section
Kentucky Bar Association Young Lawyers Section
Louisville Bar Association, Young Lawyers Division
Northern Kentucky Bar Association Young Lawyers Section
Tennessee
Chattanooga Bar Association Young Lawyers Division
Jackson-Madison County Bar Association Young Lawyers Division
Knoxville Bar Association - Knoxville Barristers
Memphis Bar Association Young Lawyers Division
Northeast Tennessee Young Lawyers Association
Tennessee Bar Association Young Lawyers Division
Young Lawyers Division of the Nashville Bar Association
Upper Cumberland Young Lawyers Association

DISTRICT 17 (WI & MN)
Minnesota
Hennepin County Bar Association New Lawyers Section
Minnesota State Bar Association--New Lawyer Section
MSBA 3rd District Bar Association New Lawyers Section (Rochester)
MSBA 6th District Bar Association New Lawyers Section (Mankato)
MSBA 11th District Bar Association Young Lawyers Section (Duluth)
Ramsey County Bar Association
Wisconsin
Milwaukee Young Lawyers Association
State Bar of Wisconsin Young Lawyers Division

DISTRICT 18 (OH & WV)
Ohio
Akron Bar Association New Lawyers Committee
Cincinnati Bar Association Young Lawyers Section
Cleveland Metropolitan Bar Association - Young Lawyers Section
Columbus Bar Association Young Lawyers Committee
Cuyahoga County Bar Association New Lawyers Section
Dayton Bar Association Young Lawyers Division
Ohio State Bar Association New Lawyers Section
Stark County Bar Association Young Lawyers Committee
Toledo Junior Bar Association
Toledo Bar Association Young Lawyers Division
Trumbull County Bar Association Young Lawyers Committee
Warren County Young Lawyers Section
West Virginia
West Virginia State Bar Young Lawyers Section
Young Lawyers Division of the West Virginia Bar Association

DISTRICT 19 (IA & NE)
Iowa
Dubuque County Young Lawyers Section
Linn County Law Club
Polk County Bar Association Young Lawyers Division
Polk County Women Attorneys
Iowa State Bar Association Young Lawyers Division
Nebraska
Lincoln County Bar Association Young Lawyers Section
Nebraska State Bar Association Young Lawyers Section
Omaha Bar Association

DISTRICT 20 (MI)
Michigan
Detroit Metropolitan Bar Association - Barristers
Genesee County Bar Association Young Lawyers
Grand Rapids Bar Association Young Lawyers Section
Grand Traverse-Leelanau-Antrim Bar Association
Ingham County Bar Association Young Lawyers Section
Kalamazoo County Bar Association Young Lawyers Section
Macomb County Bar Association Young Lawyers Section
New Lawyer Committee of the Oakland County Bar Association
State Bar of Michigan Young Lawyers Section
Washtenaw County Young Lawyers Association

DISTRICT 21 (ND & SD)
North Dakota
State Bar Association of North Dakota Young Lawyers Section
South Dakota
State Bar of South Dakota Young Lawyers Section

DISTRICT 22 (KS & MO)
Kansas
Association for Women Lawyers of Greater Kansas City (Serving KS & MO)
Bar Association of Metropolitan St. Louis Young Lawyers Division
Douglas County Bar Association Young Lawyers Division
Johnson County Bar Association Young Lawyers Section
Kansas City Metropolitan Bar Association Young Lawyers Section
Kansas Bar Association, Young Lawyers Section
Wichita Bar Association - Young Lawyers Section
Missouri
Bar Association of Metropolitan St. Louis Young Lawyers Division
Cape Girardeau County Bar Association Young Lawyers Section
Kansas City Metropolitan Bar Association Young Lawyers Section
Lawyers Association of Kansas City Young Lawyers Section
DISTRICT 23 (AZ & NM)
Arizona
Coconino County Young Lawyers Association
Maricopa County Bar Association Young Lawyers Division
Pima County Bar Association Young Lawyers Division
State Bar of Arizona Young Lawyers Division
New Mexico
New Mexico State Bar Young Lawyers Division

DISTRICT 24 (OK & AR)
Arkansas
Arkansas Bar Association Young Lawyers Section
Oklahoma
Oklahoma Bar Association Young Lawyers Division
Oklahoma County Bar Association Young Lawyers Division
Tulsa County Bar Association Young Lawyers Committee

DISTRICT 25 (South/Central Texas)
South/Central Texas
Austin Young Lawyers Association
Brazos Valley Young Lawyers Association
Cameron County Young Lawyers Association
Corpus Christi Young Lawyers Association
Fort Bend County Young Lawyers Association
Galveston County Young Lawyers Association
Hidalgo County Young Lawyers Association
Hispanic Bar Association of Houston
Houston Young Lawyers Association
Jefferson County Young Lawyers Association
Laredo Young Lawyers Association
Mexican American Bar Association of San Antonio
San Antonio Black Lawyers Association Young Lawyers Section
San Antonio Young Lawyers Association
South Asian American Bar Association of Houston
Texas Young Lawyers Association
Young Lawyers Committee of the Bankruptcy Law Section of the State Bar of Texas

DISTRICT 26 (North/West Texas)
North/West Texas
Abilene Young Lawyers Association
Amarillo Young Lawyers Association
Bell County Young Lawyers Association
Collin County Young Lawyers Association
Dallas Association of Young Lawyers
Ector County Young Lawyers Association
El Paso Young Lawyers Association
Fort Worth - Tarrant County Young Lawyers Association
Grayson County Young Lawyers Association
Lubbock County Young Lawyers Association
Midland County Young Lawyers Association
Smith County Young Lawyers Association
Texarkana Young Lawyers Association (Serving AR & TX)
Tom Green County Young Lawyers Association
Waco/McLennan County Young Lawyers Association
DISTRICT 27 (NV & UT)
Nevada
Southern Nevada Association of Women Attorneys New Lawyers Committee
State Bar of Nevada Young Lawyers Section
Utah
Utah State Bar Association Young Lawyers Division

DISTRICT 28 (CO & WY)
Colorado
Boulder County Bar Association Young Lawyers Division
Colorado Bar Association Young Lawyers Division
Colorado Hispanic Bar Association Young Lawyers Division
**Colorado Women's Bar Association**
Denver Bar Association Young Lawyers Division
El Paso County Bar Association New Lawyers Section
First Judicial District Bar Association Young Lawyers Committee
Larimer County Bar Association Young Lawyers Section
Wyoming
Wyoming State Bar Young Lawyers Section

DISTRICT 29 (WA & OR)
Oregon
Lane County Bar Association New Lawyers Committee
Multnomah Bar Association Young Lawyers Section
Oregon New Lawyers Division
Washington
Chelan-Douglas Young Lawyers Division
Clark County Bar Association Young Lawyers Section
King County Bar Association Young Lawyers Division
Spokane County Bar Association Young Lawyers Division
Tacoma-Pierce County Bar Association Young Lawyers Division
Washington State Bar Young Lawyers Division
Young Lawyers Section of the Snohomish County Bar Association

DISTRICT 30 (MT & ID)
Idaho
Idaho State Bar Association Young Lawyers Section
Montana
Montana Bar Association New Lawyer Section

DISTRICT 31 (North CA) North California
Alameda County Bar Association Barristers Section
Barristers Club of San Francisco
Young Lawyers Section of the San Joaquin County Bar Association
Contra Costa County Bar Association Barristers/Young Lawyers Section
Filipino Bar Association of Northern California
Fresno County Young Lawyers Association
Marin County Bar Association Barristers Section
Sacramento County Barristers Club
San Mateo County Bar Association Barristers
Santa Clara County Bar Association/Barristers
**Santa Cruz County Young Lawyers**
Sonoma County Bar Association New Attorneys Section

DISTRICT 32 (South CA)
South California
Barrister Club of San Diego
Barristers Club of Santa Barbara
Beverly Hills Bar Association Barristers
California Young Lawyers Association
Long Beach Bar Association Barristers Club
The Barristers Section of the Los Angeles County Bar Association
Mexican American Bar Association of Los Angeles County
Orange County Barristers
Pasadena Young Lawyers Association
Riverside County Barristers
San Bernardino County Barristers Club
San Diego County Bar Association Young New Lawyers Division
South Bay Bar Association of Los Angeles County
Ventura County Barristers

DISTRICT 33 (AK & HI)
Alaska
Alaska Bar Association Young Lawyers
Anchorage Bar Association, Young Lawyers Section
Hawaii
Hawaii State Bar Association Young Lawyers Division
Hawaii Women Lawyers Association

DISTRICT 34 (Federal & Military Bar)
U.S. Air Force
U.S. Army
U.S. Marine Corp.
U.S. Navy
U.S. Coast Guard
Young Lawyers Division of the Federal Bar Association
Chapter of Federal Bar Association of Puerto Rico

NATIONAL AFFILIATES
Hispanic National Bar Association
National Asian Pacific American Bar Association
National Bar Association
National Lesbian, Gay, Bisexual and Transgender Bar Association
National Native American Bar Association

INTERNATIONAL AFFILIATES
Association du Jeune Barreau de Montréal (Young Bar Association of Montreal)
Canadian Bar Association – Young Lawyers Division
European Young Bar Association
Jeune Barreau do Quebec

NEW YLD AFFILIATE
Younger Lawyers Division of the FBA Hon. Raymond Acosta Chapter based in Puerto Rico (District TBD)

To become an Affiliate of the American Bar Association Young Lawyers Division, visit the YLD website at www.americanbar.org/yld for more information, or click here to download a Guide to Affiliating.
Vote by Mail/Council

The Council of the Young Lawyers Division shall not vote on any issues, resolution, or position by mail, unless the following procedure shall have been complied with:

The person, committee, individual, or organization desiring that the Council of the Young Lawyers Division take a position with regard to the same shall have submitted its requests, together with the information promoting both sides of the issue in question, in a manner to be prescribed by a Special Committee composed of the Chair, Assembly Clerk, and the Council Coordinator. Upon approval of the request, along with the accompanying explanatory information, the Chair of the Division will forward said information to every member of the Council. Each member of the Council will then be afforded not less than two (2) weeks from the date of said letter to respond thereto by mail. If no response is received with regard to said request, the Chair can assume that an unfavorable vote was indicated thereon. The matter would require a majority vote of the Council for passage, unless otherwise indicated by the Division’s Bylaws. The Special Committee cannot certify a request for a “mail vote” unless the following conditions exist:

1. The matter or issue could not have been discussed or debated at the last meeting of the Council.

2. The matter or issue, due to the lack of timeliness, could not await discussion or debate at the next scheduled meeting of the Council.

3. The Special Committee determines that the matter or issue is of such a nature and importance that a vote by mail should be employed.

That upon the above noted procedure being followed, and a favorable vote being received thereon, the Chair of the Young Lawyers Division will be authorized to indicate that the Council has adopted the request position.
<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>July 30, 2018</td>
<td>Disaster Plans Due</td>
</tr>
<tr>
<td>October 5, 2018</td>
<td>1&lt;sup&gt;st&lt;/sup&gt; Quarter Reports Due - District Representatives</td>
</tr>
<tr>
<td>October 25 - 27, 2018</td>
<td>Fall Conference, Charleston, SC</td>
</tr>
<tr>
<td>November 23, 2019</td>
<td>Fall Conference Reimbursements (allow 45 business days to process)</td>
</tr>
<tr>
<td>December 15, 2018</td>
<td>2&lt;sup&gt;nd&lt;/sup&gt; Quarter Reports Due - District Representatives</td>
</tr>
<tr>
<td>January 25-27, 2019</td>
<td>YLD Assembly &amp; Business Meeting, Las Vegas, NV</td>
</tr>
<tr>
<td>February 22, 2019</td>
<td>Midyear Meeting Reimbursements (allow 45 business days to process)</td>
</tr>
<tr>
<td>February 15, 2019</td>
<td>2018-2019 Leadership Appointment Application Deadline</td>
</tr>
<tr>
<td>April 1, 2019</td>
<td>2018-2020 District and National Affiliate Representative Submission Deadline (Even Years (2&lt;sup&gt;nd&lt;/sup&gt; District/4&lt;sup&gt;th&lt;/sup&gt; District etc.) 2019-2021 term)</td>
</tr>
<tr>
<td>April 12, 2019</td>
<td>3&lt;sup&gt;rd&lt;/sup&gt; Quarter Reports Due – District Representatives</td>
</tr>
<tr>
<td>May 2 - 4, 2019</td>
<td>Spring Conference, Washington, DC</td>
</tr>
<tr>
<td>May 31, 2019</td>
<td>Spring Conference Reimbursements (allow 45 business days to process)</td>
</tr>
<tr>
<td>July 13, 2019</td>
<td>4&lt;sup&gt;th&lt;/sup&gt; Quarter Reports Due - District Representatives</td>
</tr>
<tr>
<td>August 8 -- 10, 2019</td>
<td>ABA Annual Meeting, San Francisco, CA</td>
</tr>
<tr>
<td></td>
<td>No reimbursement for Annual Meeting</td>
</tr>
</tbody>
</table>

As a member of Council, you will receive a calendar that also includes Council events and dates.
Disaster Legal Services Training
This form should be completed by every DR – Due July 30, 2018

Questions? Dan Wade, DLS Director, danwadedls@gmail.com
Alia S. Graham, ABA YLD Program Specialist, alia.graham@americanbar.org (staff)

State: 
Name: 
Phone: 
E-mail: 
DR Term: 

Please check one:
☐ I have organized the delivery of disaster legal services in connection with a prior disaster(s).
☐ I have not yet participated in the delivery of disaster legal services.

1. Who is your back up coordinator if we are unable to reach you at the time of a disaster?

   Name: 
   Phone: 
   E-mail: 

   Please ensure that your back up coordinator is familiar enough with your plan that he/she is able to implement DLS if you are unable.

2. Where will the hotline be housed?

   Name of Organization: 
   Name of Contact Person: 
   Address: 
   Phone: 
   E-mail: 
   Website: 

   Anticipated Level of Engagement (please check as appropriate):
   ☐ The organization will use an existing toll-free number.
   ☐ The organization will maintain a voicemail message on an unstaffed phone line, but will not staff the hotline or perform intake.
   ☐ The organization will maintain a voicemail message on an unstaffed phone line, but will not staff the hotline. The organization will transcribe voicemail messages daily and forward to a designated person outside their organization.
   ☐ The organization will staff the hotline with non-attorneys and perform intake.
   ☐ The organization will staff the hotline with attorneys and perform intake.
   ☐ Attorneys staffing the hotline will provide limited legal assistance.
   ☐ The organization will income screen as part of intake process.
   ☐ Other (explain any limitations on the services that will be provided through the hotline):

   If the organization will perform income-screening, please describe the anticipated process:
3. Do you have a contingency plan if that organization is unavailable at the time of a disaster?

Name of Organization:
Name of Contact Person:
Address:
Phone:
E-mail:
Website:

Anticipated Level of Engagement (please check as appropriate):
- □ The organization will use an existing toll free number.
- □ The organization will maintain a voicemail message on an unstaffed phone line, but will not staff the hotline or perform intake.
- □ The organization will maintain a voicemail message on an unstaffed phone line, but will not staff the hotline. The organization will transcribe voicemail messages daily and forward to a designated person outside their organization.
- □ The organization will staff the hotline with non-attorneys and perform intake.
- □ The organization will staff the hotline with attorneys and perform intake.
- □ Attorneys staffing the hotline will provide limited legal assistance.
- □ The organization will income screen as part of intake process.
- □ Other (explain any limitations on the services that will be provided through the hotline):

If the organization will perform income-screening, please describe the anticipated process:

4. Do you have a plan to engage volunteer attorneys?

Legal Aid/Other Public Interest Legal Organizations
Name of Organization:
Name of Contact Person:
Address:
Phone:
Fax:
E-mail:
Website:
Area(s) of expertise:
Anticipated level of engagement (e.g. 5 attorneys on staff, limited availability, etc.):
Has training resources on disaster legal aid readily available:
Has participated in delivery of disaster legal services in the past (explain past participation):

Bar Associations (Local, State)
Name of Organization:
Name of Contact Person:
Address:
Phone:
Fax:
E-mail:
Website:

Area(s) of expertise:
Anticipated level of engagement (e.g. 1 attorney on staff, will promote to listserv, etc.):
Has training resources on disaster legal aid readily available:
Has participated in delivery of disaster legal services in the past (explain past participation):
Can offer malpractice insurance to members in good standing who are not insured?

Law Firms
Name of Organization:
Name of Contact Person:
Address:
Phone:
Fax:
E-mail:
Website:

Area(s) of expertise:
Anticipated level of engagement (e.g. 10 attorneys barred in this state, will not take referrals that have not been income-screened, etc.):
Has training resources on disaster legal aid readily available:
Has participated in delivery of disaster legal services in the past (explain past participation):

Law Schools
Name of Organization:
Name of Contact Person:
Address:
Phone:
Fax:
E-mail:
Website:

Area(s) of expertise:
Anticipated level of engagement (e.g. advance projects, intake assistance, etc.):
Has training resources on disaster legal aid readily available:
Has participated in delivery of disaster legal services in the past (explain past participation):

Is the school interested in/have program support to team up with firms/legal aid providers to gain client experience?

Other/Individuals
Name of Organization (if applicable):
Name of Contact Person:
Address:
Phone:
Fax:
E-mail:
Website:
Area(s) of expertise:
Anticipated level of engagement (e.g. will take one case at a time):
Has participated in delivery of disaster legal services in the past (explain past participation):

5. Non-Participating Organizations

I contacted the following organizations that indicated they do not wish to participate in the delivery of disaster legal services:

- Name of Organization:
- Name of Contact Person:
- Address:
- Phone:
- E-mail:
- Website:
Area(s) of expertise:
Has participated in delivery of disaster legal services in the past (explain past participation):
Reason for disinterest in future participation:

6. Media

How do you intend to publicize the hotline/availability of disaster legal aid?

7. Volunteer/Survivor Resources

Our state has the following resources available (check as appropriate):
- A DLS volunteer attorney handbook (copy attached with this submission).
- A survivor resource guide (copy attached with this submission).

8. Unmet Needs

What do you sense is missing from your plan? Are there unmet needs in your state? Is there any way the DLS leadership team can help you?

9. Comments/Questions
DISTRICT 11 (FLORIDA)
DISASTER LEGAL SERVICES PLAN OF ACTION

TO: Andrew VanSingel, YLD Disaster Legal Services Director
FROM: Anthony J. Palermo, ABA-YLD District 11 Representative
DATE: September 1, 2017

Plan of Action:
In the event of a disaster, the District Representative will coordinate with The Florida Bar and The Florida Bar Young Lawyers Division to ensure that all essential information regarding the disaster relief effort is made available to the public, and shall also begin coordinating with the state bar in the implementation of a relief hotline. Along with reaching out to the below affiliates, legal services corporation entities, and state and federal agencies, the District Representative will coordinate to issue a press release containing information on available resources and legal assistance. Volunteer attorneys will be sought and coordinated through the below local bar affiliates, their pro bono offices and/or legal aid offices.

➢ Letter from Florida Bar YLD President Requesting Volunteers:
   https://flayld.org/get-involved/disaster-relief-fema-hotline/

➢ Volunteer Intake Form:
   https://yldbog.formstack.com/forms/disaster_legal_services_volunteer_intake_form_2017

State Bar Association: The Florida Bar – Tom Miller, tmiller@flabar.org

Who is responsible for hotline: The Florida Bar

Press Release Approval: Zucker T. Zuroweste
PersanteZuroweste
2555 Enterprise Road, Suite 15
Clearwater, Florida 33763
Tel: (727) 796-7666
Fax: (727) 796-8099
Email: zz@persantelaw.com

DR Contact Information:
Anthony J. Palermo
Holland & Knight LLP
100 North Tampa Street, Suite 4100
Tampa, FL 33602
Office: (813) 227-6320
Cell: (813) 380-3873
Email: anthony.palermo@hklaw.com

ABA YLD Disaster Legal Services Team Member for District 11:
Linda L. Anderson
Bay Area Legal Services, Inc.
1302 North 19th Street, Suite 400 | Tampa, FL 33605
Phone: (813) 232-1222, ext. 128 | Fax: (813) 248-9922 | Email: landerson@bals.org
Resources/Manuals:

- Am. Bar Association, Florida Free Legal Answers, [https://florida.freelegalanswers.org](https://florida.freelegalanswers.org)
- Disaster Legal Services Training Manual (Chicago, IL), June 18, 2016 - [https://www.americanbar.org/content/dam/aba/administrative/young_lawyers/dls/DLS%20Training%20Manual%20June%202016.authcheckdam.pdf](https://www.americanbar.org/content/dam/aba/administrative/young_lawyers/dls/DLS%20Training%20Manual%20June%202016.authcheckdam.pdf)
- FLAdvocate.org, Disaster Legal Resources, [https://www.fladvocate.org/disaster/](https://www.fladvocate.org/disaster/)

Local Bar Affiliate Contacts:

<table>
<thead>
<tr>
<th>District 11 Affiliate:</th>
<th>Contact Info:</th>
<th>Disaster Info:</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Florida Bar Young Lawyers Division</td>
<td>President: Zackary T. Zuroweste  PersanteZuroweste  2555 Enterprise Road, Suite 15  Clearwater, Florida 33763  Tel: (727) 796-7666  Fax: (727) 796-8099  Email: <a href="mailto:zz@persantelaw.com">zz@persantelaw.com</a>  President Elect: Christian George  Akerman LLP  50 North Laura Street</td>
<td>State Bar YLD responsible for hotline and volunteers.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bay County Bar Association Young Lawyers Section</td>
<td>My friend Kevin Barr explained that they are in the process of creating a YLS for the Bay County Bar, but do not have elections until December. He agreed to act as the de facto rep of the YLS for the time being.</td>
<td></td>
</tr>
<tr>
<td>------------------------------------------------</td>
<td>--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
<td></td>
</tr>
</tbody>
</table>
| **Kevin Barr**  
Bryant & Higby, Chartered  
833 Harrison Avenue  
Panama City, Florida 32401  
Office: 850-763-1787  
Cell: 850-814-7849  
kbarr@bryanthigby.com | Note: There is neither a website nor a Facebook page for the Bay County Bar Association Young Lawyers Section. |
| Brevard County Bar Association Young Lawyers Division | President: Robert Hoag  
Law Office of Donoghue & Associates  
2201 Dairy Rd  
Melbourne, FL 32904-5243  
United States  
Office: 321-725-1499  
Fax: 321-725-1512  
Email: robert@donoghuelaw.com | Note: Neither the website nor Facebook page for the Bay County Bar Association had information on the YLD’s leadership. I emailed a friend who is active in the Brevard County Bar Association Young Lawyers Division to receive it. |
| **Past President:** shane@shanesmithlegal.com | |
| Broward County Bar Association--Young Lawyers' Section | President: Sara Sandler  
Walton, Lantaff, Schroeder & Carson LLP  
110 E. Broward Blvd., Suite 2000  
Fort Lauderdale FL 33301, US  
Office: 954-713-1401  
Fax: 954-763-6294  
ssandler@waltonlantaff.com | President-Elect: Brent M. Reitman  
Krupnick, Campbell, Malone, Buser, Slama, Hancock, Liberman  
12 S.E. Seventh Street, Suite 801  
Fort Lauderdale, FL 33301  
Office: 954-763-8181  
Fax: 954-763-8292  
breitman@krupnicklaw.com |
| Clearwater Bar Association Young Lawyers Division | President: Jason Lambert  
Broad and Cassel  
Office Address: 100 N. Tampa St.  
Ste 3500 Tampa, FL 33602  
Office Phone: 813-225-3057  
jlambert@broadandcassel.com |
| Collier County Bar Association, Young Lawyers Section | President: Kevyn Noonan Hayes  
LAW OFFICE OF KEVYN NOONAN HAYES, P.A.  
kevyn@familylawnaples.com  
Telephone 239.591.6248  
1415 Panther Lane, Suite 406  
Naples, Florida 34109  
Past President: Patrick Mize  
pmize@wwmrglaw.com  
239.325.4070  
Note: There is neither a website nor a Facebook page for the Collier County Bar Association Young Lawyers Section. |
| Dade County Bar Association Young Lawyers Section | President: Eric Bluestein  
Law Offices of Eric Bluestein, P.A.  
2665 S. Bayshore Drive, Suite 603, Miami, FL 33133 |
| Eighth Judicial Circuit Bar Association Young Lawyers Division | President: | Adam Lee  
Adam Lee Law PLLC  
4110 NW 37th Pl Ste B  
Gainesville, FL 32606-6128  
Office: 352-283-8949  
Cell: 352-283-8949  
adam@adamleelaw.com |
|-------------------------------------------------------------|-------------|--------------------------------------------------|
| President-Elect: | Lindsey Booth Turner  
Scruggs & Carmichael, P.A.  
1 SE 1st Ave  
Gainesville, FL 32601-6240  
Office: 352-376-5242  
Fax: 352-375-0690  
lturner@scruggs-carmichael.com |
| Past President: | |
| Hillsborough County Bar Association -- Young Lawyers' Division | President: Melissa A. Mora  
Adventist Health System  
813-803-4007  
melissa.mora@ahss.org  
Past President: wmelton@bushross.com  
https://www.facebook.com/Hillsboroughyld?ref=hl | Interested in helping: Joshua M. Sword, Esq  
Managing Attorney  
Sword Law Firm, PLLC  
100 S. Ashley Dr. Suite 600  
Tampa, Fl. 33602  
813-569-8065 (cell)  
jsword@swordlawfirm.com |
| Jacksonville Bar Association Young Lawyers Section | President: Alexandria V. Hill, Esq.  
25 N. Market St.  
Jacksonville, FL 32202  
904-554-7344  
alex@maplestreetbiscuits.com  
President-Elect: Jessica E. Mathis, Esq.  
1835 N Third St.  
Jacksonville Bch., FL 32250  
904-390-1970  
jmathis@fordmiller.com  
Past President: Christian George  
christian.george@akerman.com  
904.710.1268  
https://www.jaxbar.org/yls-board-of-governors/ |
| **Lee County Bar Association Young Lawyers Division** | **President:** Kayla Richmond  
Henderson, Franklin, Starnes & Holt P.A.  
1715 Monroe St  
Fort Myers, FL 33901-3072  
Office: 239-344-1156  
Fax: 239-344-1566  
kayla.richmond@henlaw.com

**President-Elect:** Kristalyn Loson  
City of Fort Myers City Attorney's Office  
2200 Second St  
Fort Myers, FL 33901-3026  
Office: 239-321-7054  
Cell: 239-321-7054 - No Text Messages  
Fax: 239-344-5916  
kloson@cityftmyers.com

**Past Presidents:**  
kbocelli@ralaw.com  
tom.coleman@bipc.com

[https://www.leebar.org/about-us/sections-committees/](https://www.leebar.org/about-us/sections-committees/)  
[https://www.facebook.com/LeeBarYLD](https://www.facebook.com/LeeBarYLD)

| **Orange County Bar Association Young Lawyers Section** | **President:** Keshara D. Cowans, Esq.  
The Florida Bar  
1000 Legion Place  
Ste. 1625  
Orlando FL 32801  
Ph: 407-425-5424  
kesharacowans@gmail.com

**President-Elect:** Jill D. Simon, Esq.  
Lowndes, Drosdick, Doster, Kantor & Reed

[https://www.facebook.com/groups/43198507520/](https://www.facebook.com/groups/43198507520/)
| Sarasota County Bar Association Young Lawyers Division | President: Jesse R. Butler  
Dickinson & Gibbons, P.A.  
401 N. Cattlemen Rd., Ste. 300  
Sarasota, FL 34232  
941-366-4680  
jbutler@dglawyers.com |
| --- | --- |
| President-Elect: Erin H. Christy  
Williams Parker  
200 S. Orange Avenue  
Sarasota, FL 34236  
941-893-4007  
echristy@williamsparker.com |
| Past President: adam@portnowlaw.com |
| Past President: masasso@sasso-law.com |
| Note: Neither the website nor Facebook page for the Seminole County Bar Association had information on the YLD’s leadership. I emailed a friend who is active in the Seminole County Bar Association Young Lawyers to receive it, and will update as soon as possible. |
| St. Petersburg Bar Association Young Lawyers Section | President: Lauren C. Rubenstein  
lauren@denhardtlaw.com  
727-327-3400 |
|--------------------------------------------------|--------------------------------------------------|
| President-Elect: Joseph M. Murphy  
imurphy@dhstc.com  
727-397-5571 |
| Past President: Stephen Lewellyn  
s.lewellyn@maxeyiplaw.com  
727.230.4949 |
| [https://www.facebook.com/barmembers](https://www.facebook.com/barmembers) |

| Tallahassee Bar Association Young Lawyers Section | President: Erin Tilton  
Hopping, Green & Sams, P.A.  
erint@hgslaw.com  
850.425.2203 |
|--------------------------------------------------|--------------------------------------------------|
| President-Elect: Chevonne Christian  
Deputy Chief Attorney  
Office of General Counsel  
Div. of Alcoholic Bevs. & Tobacco  
The Dep't. of Bus. & Prof'l Reg.  
2601 Blairstone Rd  
Tallahassee, FL 32399-6563  
Office: 850-717-1203  
chevonne.christian@myfloridalicense.com |
| Past Presidents:  
mpowell@meyerbrooklaw.com  
alyssalyncameron@gmail.com |
| Volusia County Bar Association YLD | President: Sarah Metz  
smetz@daytonalaw.com  
President-Elect: Frank Ganz  
fganz@daytonalaw.com  
Past Presidents: ashley@fowlerahmed.com  
matthewshapiro@riceroselaw.com  
http://www.volusiabar.org/young-lawyers/index#yld-officers  
https://www.facebook.com/vcbayld/?fref=photo |
|----------------------------------|-------------------------------------------------|
| Young Lawyers Division of the West Pasco Bar Association | President: Matt Kindel  
His office is in New Port Richey  
(727) 835-5536  
Past President: Anna Farrell  
afarrell@dbfattorneys.com  
727.847.2662  
Note: Neither the website nor Facebook page for the West Pasco Bar Association had information on the YLD’s leadership. I emailed the Florida Bar YLD Board of Governors who represent the Sixth Circuit for it, and will update as soon as possible.  
https://www.facebook.com/West-Pasco-Bar-Association-154924398134/  
http://www.wpba.net/ |
| Palm Beach County Bar Association Young Lawyers Section | President: Andrea A. Lewis |
Searcy Denney Scarola Barnhart & Shipley, PA  
2139 Palm Beach Lakes Blvd  
West Palm Beach, FL 33409-6601  
Office: 561-686-6300  
Fax: 561-383-9441  
alewis@searcylaw.com  

President-elect:  
John “Jack” Rice  
Nason Yeager Gerson White & Lioce, P.A.  
750 Park of Commerce Blvd Ste 210  
Boca Raton, FL 33487-3611  
Office: 561-982-7114 x3609  
Fax: 561-982-7116  
jrice@nasonyeager.com  

Past President:  
Hon. Lou Delgado  

http://www.palmbeachbar.org/young-lawyers-section/  
https://www.facebook.com/Palm-Beach-County-Bar-Association-36043604849/  

For info. on Florida Bar YLD Affiliates: https://flayld.org/get-involved/find-an-affiliate/  
For Circuit/County coverage: http://www.flcourts.org/florida-courts/trial-courts-circuit.stml  
For FL Bar YLD BOG: https://flayld.org/board-of-governors/
## Legal Services Corporation (LSC) entities:

<table>
<thead>
<tr>
<th>LSC-FUNDED PROGRAM</th>
<th>COUNTIES SERVED</th>
</tr>
</thead>
<tbody>
<tr>
<td>Community Legal Services of Mid-Florida, Inc.</td>
<td>Brevard, Citrus, Flagler, Hernando, Lake, Marion, Orange, Osceola, Putnam, Seminole, Sumter, Volusia</td>
</tr>
<tr>
<td>Kimberly Sanchez , Executive Director</td>
<td></td>
</tr>
<tr>
<td>128 Orange Avenue, Suite 300 ,</td>
<td></td>
</tr>
<tr>
<td>Daytona Beach , FL, 32114-4310</td>
<td></td>
</tr>
<tr>
<td>(386) 253-6773</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>Florida Rural Legal Services, Inc.</td>
<td>Charlotte, DeSoto, Glades, Hendry, Highlands, Indian River, Lee, Martin, Okalochee, Palm Beach, Polk, St. Lucie</td>
</tr>
<tr>
<td>Donald Isaac , Executive Director</td>
<td></td>
</tr>
<tr>
<td>1321 E. Memorial Boulevard ,</td>
<td></td>
</tr>
<tr>
<td>Lakeland , FL, 33801</td>
<td></td>
</tr>
<tr>
<td>(239) 334-4354</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>Legal Services of Greater Miami, Inc.</td>
<td>Miami-Dade, Monroe</td>
</tr>
<tr>
<td>Marica K. Cypen , Executive Director</td>
<td></td>
</tr>
<tr>
<td>6363 West Flagler Street, Ste. 100</td>
<td></td>
</tr>
<tr>
<td>Miami , FL, 33184</td>
<td></td>
</tr>
<tr>
<td>(305) 438-2503</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>Leslie N. Powell - Boundreaux , Executive Director</td>
<td></td>
</tr>
<tr>
<td>2119 Delta Boulevard ,</td>
<td></td>
</tr>
<tr>
<td>Tallahassee , FL, 32303-4200</td>
<td></td>
</tr>
<tr>
<td>(850) 385-6007</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>Bay Area Legal Services, Inc.</td>
<td>Hilleborough, Manatee, Pasco, Pinellas, Sarasota</td>
</tr>
<tr>
<td>Richard C. Woitmann , Executive Director</td>
<td></td>
</tr>
<tr>
<td>1302 N. 19th Street, Suite 400 ,</td>
<td></td>
</tr>
<tr>
<td>Tampa , FL, 33605</td>
<td></td>
</tr>
<tr>
<td>(813) 233-1343</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>Christine Larson , Executive Director</td>
<td></td>
</tr>
<tr>
<td>901 NW 8th Avenue, Suite D-5 ,</td>
<td></td>
</tr>
<tr>
<td>Gainesville , FL, 32601</td>
<td></td>
</tr>
<tr>
<td>(352) 372-0519</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>Coast to Coast Legal Aid of South Florida, Inc.</td>
<td>Broward, Collier</td>
</tr>
<tr>
<td>Barbara J. Prager , Executive Director</td>
<td></td>
</tr>
<tr>
<td>491 North State Road 7 ,</td>
<td></td>
</tr>
<tr>
<td>Plantation , FL, 33317</td>
<td></td>
</tr>
<tr>
<td>(954) 736-2400</td>
<td></td>
</tr>
</tbody>
</table>
| [http://www.coasttocoastlegalaid.org](http://www.coasttocoastlegalaid.org) | }
Bay Area Legal Services, Inc. - 1302 N. 19th St. Suite 400 Tampa, FL 33605; (813) 232-1343; http://www.bals.org

- Linda Anderson, Staff Attorney/Disaster Legal Services Team, Office: 813-232-1343 x128, Cell: 847-533-7789, landerson@bals.org (Note: Linda Anderson is a staff attorney at Bay Area Legal Services where she focuses primarily on eviction defense and consumer issues. Linda holds a leadership position in the ABA on the Disaster Legal Services team. The DLS team is run through the American Bar Association Young Lawyers Division through a partnership with LSC and FEMA, to be the exclusive legal services provider to disaster survivors. The program is intended to recruit pro bono volunteers to assist with legal issues that arise after a disaster. Linda is the only DLS team member physically located in Florida working with the state’s District Representative to implement disaster legal services. As a part of the DLS team, Linda is currently recruiting pro bono attorneys, firms and bar associations to assist the survivors of Harvey. She also instituted, manages and recruits pro bono attorneys for Bay Area’s iLawyer Clinic which connects low income clients to pro bono attorneys using video chat services. As a former supervising attorney for the John Marshall Law School Pro Bono Program, Linda also recruited, trained and supervised numerous pro bono attorneys in defending mortgage foreclosures in Chicago.)

- Joan Boles, Deputy Director, (813) 232-1222 x144, jboles@bals.org (Note: Joan Boles, Deputy Director, joined Bay Area Legal Services in 1988 and is experienced in project design and implementation. Joan is currently the Project Director for No Place Like Home. No Place Like Home began as a regional pro bono project to correct title deficiencies as a pre disaster prevention measure. Often, title problems arise in the context of disaster – only those with title are eligible for FEMA and many other forms of disaster-related relief to repair and rebuild. Without assistance to their low-income residents, entire communities can be devastated. In an exciting and far reaching initiative that will assist low-income communities throughout Florida, the Real Property Probate Trust Law Section of the Florida Bar (RPPTL) has adopted No Place Like Home as a statewide project. RPPTL is the largest Section within the Florida Bar and brings to the replication of the project its critical resources including expertise and capacity building network of pro bono attorneys. The replication of No Place Like Home is beginning in pilot jurisdictions. Partners include: RPPTL, Legal Aid of Manasota (12th Circuit), Legal Services of North Florida (1st, 2nd, and 14th Circuits), Legal Aid Society of Palm Beach County (15th Circuit), and Legal Aid Service of Broward County (17th Circuit.)

Coast to Coast Legal Aid of South Florida, Inc. - 491 N. State Road 7 Plantation, FL 33317; (954) 736-2400; http://www.coasttocoastlegalaid.org/

Community Legal Services of Mid-Florida, Inc. - 128 Orange Avenue, Suite 100 Daytona Beach, FL 32114; 866-469-7444; (386) 255-6573; http://www.clsmf.org

Florida Rural Legal Services, Inc. - 1321 E. Memorial Blvd. Lakeland, FL 33802; (239) 334-4554; http://www.frls.org

- Amy Burns, Office: (239) 334-4554 x7017, amy.burns@frls.org
- Daniel Cruz, Office: (239) 334-4554 x4130, daniel.cruz@frls.org
Legal Services of North Florida, Inc. – 2119 Delta Blvd., Tallahassee, FL 32303; Office: (850) 385-9007, http://www.lsnf.org
➢ Leslie N. Powell-Boudreaux, Executive Director, 850-701-3307, Office: (850) 385-9007x1007, Cell: 850-723-9600, leslie@lsnf.org (Note: Leslie is also chair of the statewide Legal Aid Disaster Relief Umbrella Group)

Legal Services of Greater Miami, Inc. – 3000 Biscayne Blvd., Miami, FL 33137; (305) 438-2503; http://www.lsgmi.org
➢ Jose Fons, Advocacy Director, jfons@legalservicesmiami.org, Office: (305) 438-2433; Cell: 305-302-4702 (Note: Jose is the Advocacy Director for Monroe County and attorney focusing on subsidized housing issues; previously represented claimants with FEMA claims and conducted several statewide trainings for legal services advocates on the FEMA claims/appeals process.)
➢ Jeff Hearne, Director of Litigation, jhearne@legalservicesmiami.org, Office: (305) 438-2403, Cell: (305) 528-5581 (Note: Jeffrey M. Hearne is the Director of Litigation at Legal Services of Greater Miami, Inc. Jeff oversees the firm's significant litigation and appeals, and provides a strategic focus to the firm's advocacy. He previously served as the Advocacy Director of the Tenants' Rights Project and is an expert in federally subsidized housing and eviction defense. In 2009, he became the Director of the Tenants’ Rights Clinic at the University of Miami School of Law. Through the Clinic, he teaches landlord-tenant law and supervises law students who represent tenants in evictions.)

Three Rivers Legal Services, Inc. – 901 NW 8th Ave., Suite D-5, Gainesville, FL 32601; (352) 372-0519; http://www.trls.org
➢ Christine Larson, (352) 415-2319, chris.larson@trls.org

Florida Voluntary Organizations Active in Disasters: http://flvoad.communityos.org/cms/

Former LSC Entities (not currently receiving LSC funding):
Brevard County Legal Aid - 1017 S. Florida Avenue Rockledge, FL 32955; (321) 631-2500; http://www.brevardcountylegalaid.org
➢ Rob Johnson, rob@brevardlegalaid.org

Gulf Coast Legal Services - 641 First Street South Saint Petersburg, FL 33701; 727.821.0726; http://www.gulfcoastlegal.org
➢ Tammy Greer, Interim Executive Director for Operations, 561-821-0726 x271, tammyg@gulfcoastlegal.org

Jacksonville Area Legal Aid - 126 West Adams Street Jacksonville, FL 32202; (904) 356-8371; http://www.jaxlegalaid.org
➢ Jim Kowalski, Office: (904) 356-8371 x325, jim.kowalski@jaxlegalaid.org

Other Core Partners:
American Red Cross - 877-500-8645; please contact Gregory Smith; (202) 303-5862 (office); (415) 279-7082 (cell); gregory.smith2@redcross.org
Community Justice Project:
- Chuck Elsesser, charles@communityjusticeproject.com, (305) 907-7697
- Alana Greer, alana@communityjusticeproject.com, (305) 907-7698

Florida Bar Foundation:
- Ericka Garcia, Director of Pro Bono Partnerships, Cell: 407-443-4920, egarcia@flabarfdn.org

Florida Directories of Legal Aid Organizations - https://thefloridabarfoundation.org/directories/
- Organization Listings by Name and County (PDF)
- Organization Listings with Staff (PDF)
- Staff Listings by Name (PDF)

Dade Legal Aid - 123 N.W. First Avenue, Miami, FL 33128, 305-579-5733, http://www.dadelegalaid.org
- Bruce Levine, Office: (305) 579-5733 x 2246, Cell: (954) 829-1130, blevine@dadelegalaid.org (Note: Bruce Levine, Esq. serves as Coordinator of Put Something Back Pro Bono Project in Miami, FL and is a Past-President of the Florida Pro Bono Coordinators Association. Since 1993, he has coordinated emergency and disaster relief efforts regarding contractor fraud, insurance claims, landlord/tenant and domestic violence cases arising in the aftermath of a dozen storms. Through Put Something Back, he screens, refers and assists clients and recruits pro bono attorneys, law firms, law schools and other volunteers.)

Florida Legal Services, Inc. - Cindy Huddleston, Esq., P.O. Box 7416, Tallahassee, FL 32314-7416, Office: (407) 801-4736, Cell: 850-508-8282, cindy@floridalegal.org (Note: Ms. Huddleston is a staff attorney handling APA, public assistance and disaster issues.)

Legal Aid Service of Broward County - 491 N. State Road 7, Plantation, FL 33317, (954) 765-8950, http://www.browardlegalaid.org
- Patrice Paldino, Supervising Attorney, Housing Unit, Office: (954) 765-8950 x563, Cell: (305) 336-7623, ppaldino@legalaid.org (Note: Patrice Paldino has been an attorney since 1996 and with Legal Aid Service of Broward County since 2009. She chairs the statewide Housing Umbrella Group, which is comprised of housing attorneys from legal aid programs throughout the state. She also is a member of the statewide Disaster Umbrella Group, which address and prepares for the legal aid responses to disasters in Florida.)
- Debra Koprowski, Director of Advocacy, Office: (954) 765-8950 x2437, Cell: (954)356-8692, dkoprowski@legalaid.org (Note: Debra Koprowski is an attorney with more than 30 years of experience who has been with the Legal Aid Service of Broward County since 2003. She has been Director of Advocacy since 2009 and heads up the organization's disaster preparedness efforts in Broward County. This includes both the physical plant and preparing to address client needs after a disaster. She oversees the litigation and training of all of the organization's attorneys and paralegals.)
The Florida Division of Emergency Management:
The Division provides valuable information to the public about how Florida residents and visitors to the state can prepare for disasters and how citizens can become more involved in the community. [http://www.floridadisaster.org/DEMpublic.asp](http://www.floridadisaster.org/DEMpublic.asp)

The Bureau of Response coordinates operational response at the state level. The bureau is home to the Operations Section which includes the State Watch Office and Meteorology; the Logistics Section which is responsible for contract negotiations, vendor management, resource acquisition, deployment, tracking and management; the Infrastructure Section which provides technical assistance to county governments with surveying and retrofitting hurricane shelters; and the Regional Coordination Team which provides technical & emergency advisory assistance to Florida’s County EM Offices on behalf of DEM and serves as the initial response element for the agency during emergencies and disasters impacting Florida.

Bureau Chief – Leo Lachat
Office – (850) 815-4201
E-mail – leo.lachat@em.myflorida.com

The Recovery Bureau works to maximize disaster assistance to eligible public entities, individuals and families through various state and federal disaster assistance programs. After being requested by the governor, the president may sign a disaster declaration that includes both Individual and Public Assistance programs as authorized by the Robert T. Stafford Disaster Relief and Emergency Assistance Act.

Individuals and families need to apply for assistance through the FEMA Individual Assistance Program. Affected individuals and businesses can apply for assistance through the Federal Emergency Management Agency’s (FEMA) telephone registration process using the FEMA Helpline at 1-800-621-FEMA (3362) (TTY 1-800-462-7585 for the hearing impaired). Once the registration is complete, a copy of the registration/application will be sent to the applicant and if a need is identified, an inspector will be assigned to view the damaged property.

Public Entities (cities, counties and certain private non-profits that provide services of a governmental nature) may be eligible for assistance through FEMA Public Assistance Grant Program. Public Assistance grants reimburse eligible expenses to remove debris, protect life, health and safety as well as rebuild damaged infrastructure. A briefing is held in each affected county to assist potential applicants in qualifying for the Public Assistance Grant Program. Potential applicants can find out when briefings are scheduled and apply for Public Assistance through the State of Florida’s Public Assistance web portal at [FloridaPA.org](http://FloridaPA.org) or may contact their local county Emergency Management agency. It is important that affected individuals and businesses stay informed, through press releases and public service
announcements of filing deadlines and program requirements to retain their eligibility for programs that are available to assist them in their recovery efforts.

Stakeholders in need of technical assistance for meeting environmental compliance requirements or for debris management issues may be assisted through the Environment and Debris Section (DSCP). Staff works closely with FEMA and applicants to ensure that National Environmental Policy Act (NEPA) compliance is met through the environmental review process. In addition, DSCP can also provide assistance with the development and review of debris management plans, contracts and ordinances, monitoring programs, and other needs associated with disaster operations.

For further information or questions, please contact the Individual Assistance Officer.

Florida Division of Emergency Management
Individual Assistance
2555 Shumard Oak Boulevard
Tallahassee, FL 32399
Office: 850-815-4000
Fax: 850-922-3388

Recovery Programs:
- Individual Assistance
- Public Assistance Program
- Debris & Special Considerations Program
- Fire Management Assistance Grant Program
- Apply for Federal Assistance

Florida County Emergency Management Contacts
- Alachua County Fire Rescue - Emergency Management
- Baker County Emergency Management
- Bay County Emergency Management
- Bradford County Emergency Management
- Brevard County Emergency Management
- Broward County Emergency Management
- Calhoun County Emergency Management
- Charlotte County Emergency Management
- Citrus County Sheriff’s Office - Emergency Management
- Clay County Emergency Management
- Collier County Emergency Management
- Columbia County Emergency Management
- DeSoto County Emergency Management
- Dixie County Emergency Management
- Duval County Fire / Rescue - Emergency Management
- Escambia County Division of Emergency Management
- Flagler County Emergency Management
- Franklin County Emergency Management
- Gadsden County Sheriff’s Office - Department of Emergency Management
- Gilchrist County Emergency Management
Glades County Emergency Management
Gulf County Emergency Management
Hamilton County Sheriff's Office - Emergency Management
Hardee County Emergency Management
Hendry County Emergency Management
Hernando County Sheriff's Office - Emergency Management
Highlands County Emergency Management
Hillsborough County Fire Rescue - Emergency Management
Holmes County Emergency Management
Indian River County Emergency Management
Jackson County Emergency Management
Jefferson County Emergency Management
Lafayette County Emergency Management Department
Lake County Emergency Management
Lee County Emergency Management
Leon County Emergency Management
Levy County Emergency Management
Liberty County Emergency Management
Madison County Emergency Management
Manatee County Emergency Management
Marion County Sheriff's Office - Emergency Management
Martin County Fire / Rescue - Emergency Management
Miami-Dade County Office of Emergency Management
Monroe County Emergency Management
Nassau County Emergency Management
Okaloosa County Emergency Management
Okeechobee County Emergency Management
Orange County Emergency Management
Osceola County Office of Emergency Management
Palm Beach County Emergency Management
Pasco County Emergency Management
Pinellas County Emergency Management
Polk County Fire Rescue - Emergency Management
Putnam County Emergency Management
Santa Rosa County Emergency Management Division
Sarasota County Emergency Management
Seminole County Public Safety - Emergency Management
Seminole Tribe of Florida Emergency Management Division
St Johns County Emergency Management
St Lucie County Public Safety - Emergency Management
Sumter County Emergency Management
Suwannee County Sheriff's Office - Emergency Management
Taylor County Emergency Management
Union County Sheriff's Office - Emergency Management
Volusia County Emergency Management
Wakulla County Sheriff's Office - Emergency Management
Walton County Emergency Management
Washington County Emergency Management

Enclosure:
➢ An example of a recent Press Release from my District.
Free Legal Assistance Available for Florida Hurricanes Matthew and Hermine Victims

October 26, 2016 – A toll-free legal aid hotline is now available for victims of Hurricane Matthew, Hurricane Hermine and the resultant flooding in Florida. The service, which allows callers to request the assistance of a lawyer, is a partnership between The Florida Bar, The Florida Bar Young Lawyers Division, the American Bar Association Young Lawyers Division, and the Federal Emergency Management Agency.

Low-income survivors facing legal issues may call 866-550-2929, the assistance hotline activated by The Florida Bar and The Florida Bar Young Lawyers Division. Callers should identify that they are seeking storm-related legal assistance, and should identify the county in which they are located. Survivors who qualify for assistance will be matched with Florida lawyers who have volunteered to provide free legal help.

Examples of legal assistance available include:

- Assistance with securing FEMA and other benefits available to disaster survivors
- Assistance with life, medical and property insurance claims
- Help with home repair contracts and contractors
- Replacement of wills and other important legal documents destroyed in the disaster
- Assisting in consumer protection matters, remedies and procedures
- Counseling on mortgage-foreclosure problems
• Counseling on landlord/tenant problems

The hotline is available 24/7 and callers can leave a message any time. Individuals who qualify for assistance will be matched with Florida lawyers who have volunteered to provide free, limited legal help. Survivors should be aware that there are some limitations on disaster legal services. For example, assistance is not available for cases that will produce a fee (i.e., those cases where fees are paid part of the settlement by the court). Such cases are referred to a lawyer referral service.

**Major Disaster Declaration**

A total of thirteen (13) Florida counties have been approved to receive federal assistance in the wake of Hurricane Matthew. Those counties are: Citrus, Dixie, Hernando, Hillsborough, Leon, Levy, Pasco, Pinellas, Brevard, Duval, Flagler, Indian River, Putnam, St. Johns, and Volusia (additional counties may be added later).

People who sustained property damage as a result of the severe storms and flooding are urged to register with FEMA, as they may be eligible for federal and state disaster assistance. People can register online at DisasterAssistance.gov or via smartphone or Web-enabled device at m.fema.gov. Applicants may also call 800-621-3362 or 800-462-7585 (TTY) from 6 a.m. to 10 p.m. seven days a week. Flood survivors are also encouraged to call the FEMA hotline to report their damage.

Low-interest disaster loans from the U.S. Small Business Administration (SBA) are available for eligible applicants. SBA helps businesses of all sizes (including landlords), private nonprofit organizations, homeowners, and renters fund repairs or rebuilding efforts and cover the cost of replacing lost or damaged personal property. Disaster loans cover losses not fully compensated by insurance or other recoveries.

For more information, individuals may contact SBA’s Disaster Assistance Customer Service Center by calling 800-659-2955, emailing disastercustomerservice@sba.gov, or visiting SBA’s website at disasterloan.sba.gov. Deaf and hard-of-hearing individuals may call 800-877-8339.

For more information on Florida’s recovery, visit the disaster Web page at https://www.fema.gov/hurricane-matthew and on Twitter at https://twitter.com/fema.

**Beware of Fraud**

Both FEMA and the Florida Attorney General’s Office are warning Florida residents of the risk of fraud and common scams in the wake of the severe weather. Common post-disaster fraud practices include phony housing inspectors, fraudulent building contractors, bogus pleas for disaster donations, and fake offers of state or federal aid. Floridians are urged to ask questions and to require identification when someone claims to represent a government agency.

Survivors should also keep in mind that state and federal workers never ask for or accept money, and always carry identification badges with a photograph. There is no fee required to apply for or to receive disaster assistance from FEMA, the U.S. Small Business Administration (SBA), or the
state. Additionally, no state or federal government disaster assistance agency will call to ask for your financial account information. Unless you place a call to the agency yourself, you should not provide personal information over the phone as it can lead to identity theft.

Those who suspect fraud can call the FEMA Disaster Fraud Hotline at 866-720-5721 (toll free). Complaints may also be made to the Florida Attorney General’s Office Consumer Protection Hotline at 866-966-7226.

**Background**

When the U.S. President declares a major disaster, FEMA, in cooperation with the American Bar Association Young Lawyers Division, helps to establish a toll-free number for disaster survivors to request legal assistance. Funding for the toll-free line comes from FEMA under the authority of Section 415 of the Robert T. Stafford Disaster Relief and Emergency assistance Act (Public Law 100-707). The American Bar Association Young Lawyers Division in turn partners with state bar associations and other legal organizations to recruit volunteer lawyers in affected areas to handle survivors’ cases. In Florida, the partners utilize the hotline offered by The Florida Bar and The Florida Bar Young Lawyers Division, which provides legal information and referrals for civil legal issues. Survivors should be aware that there are some limitations on disaster legal services. For example, assistance is not available for cases that will produce a fee (i.e., those cases where attorneys are paid part of the settlement by the court). Such cases are referred to a local lawyer referral service. To determine whether an issue qualifies for free legal assistance, individuals should call 800-310-7029.

**Partner Organizations**

The following organizations have joined forces to establish a toll-free phone line for Florida hurricane and flood survivors to request free legal assistance, and to provide volunteer attorneys to handle cases arising from recent Hurricane Matthew and the resulting flood damage.

**Florida Bar Young Lawyers Division** – The purpose of the Young Lawyers Division is to assist The Florida Bar in its purposes, to stimulate and encourage the interest and participation of YLD members in the programs of The Florida Bar, to provide a full and complete program of activities and projects designed to be of interest and assistance to YLD members, and to engage in such activities as shall tend to further the best interests of the legal profession. The section coordinates the activities of YLD members and to serve as a medium for fostering discussion and free interchange of ideas relative to the duties, responsibilities and problems of YLD members.

**American Bar Association Young Lawyers Division** – The ABA YLD, the largest national organization of young lawyers, provides leadership in serving the public and the profession, and promotes excellence and fulfillment in the practice of law. Its parent organization, the ABA, is the national voice of the legal profession and one of the largest voluntary professional membership groups in the world.

**Federal Emergency Management Agency** – FEMA coordinates the federal government’s role in preparing for, preventing, mitigating the effects of, responding to, and recovering from all domestic disasters, whether natural or man-made, including acts of terror. Through an agreement
with the American Bar Association, FEMA underwrites the cost of operating toll free legal assistance lines for survivors in areas designated as federal disaster sites.

**National Disaster Legal Aid Online** – NDLA (available at: disasterlegalaid.org) is a collaborative effort of Lone Star Legal Aid, the American Bar Association, the Legal Services Corporation, the National Legal Aid and Defender Association, and Pro Bono Net.

**Community Legal Services of Mid-Florida, Inc.** – Community Legal Services of Mid-Florida (CLSMF) is the primary provider of free legal aid for low to moderate income residents in Central Florida. CLSMF has approximately 90 lawyers, advocates and support staff who work in 8 offices serving 12 counties in Central Florida: Brevard, Citrus, Flagler, Hernando, Lake, Marion, Orange, Osceola, Putnam, Seminole, Sumter and Volusia. Since 1966, CLSMF has provided legal assistance and advocacy to help the people of Central Florida obtain the basic necessities of life: food, shelter, health care, safety and education. The organization’s mission is to increase access to justice and empower vulnerable communities through legal advocacy and education.

**Three Rivers Legal Services, Inc.** – Three Rivers Legal Services, Inc. is a private, non-profit corporation which provides free civil legal services to low-income, eligible clients in seventeen counties throughout North Florida. Three Rivers Legal Services has three offices that serve Alachua, Baker, Bradford, Clay, Columbia, Dixie, Duval, Gilchrist, Hamilton, Lafayette, Levy, Madison, Nassau, St. Johns, Suwannee, Taylor and Union Counties. Since 1978, they have been dedicated to the provision of quality legal assistance to the poor, abused, disabled and neglected, and to empowerment through preventive legal education.
FREE LEGAL ASSISTANCE AVAILABLE
FOR CALIFORNIA FIRE SURVIVORS

SAN FRANCISCO, October 18, 2017 — A legal hotline is now available for survivors of the fires in California in Butte, Lake, Mendocino, Napa, Nevada, Orange, Sonoma, and Yuba Counties (additional counties may be added). Disaster survivors facing legal issues related to the fires and who are unable to afford a lawyer may call the hotline at 415-575-3120. Hours are 8:30am to 5:30pm, Monday-Friday. Starting October 23, 2017, hotline hours are 8:30am to 8:00pm, Monday-Thursday. Callers may also leave a message.

The service, which allows callers to receive limited legal assistance from a volunteer lawyer, is a partnership between the Bay Area Resilience Collaborative or BARC (The Bar Association of San Francisco’s SF-Marin Lawyer Referral and Information Service and the Justice & Diversity Center; Alameda County Bar Association and the Volunteer Legal Services Corporation; State Bar of California, Bay Area Legal Aid; and Pro Bono Net), the American Bar Association Young Lawyers Division (ABA YLD), the Federal Emergency Management Agency (FEMA) and the Legal Aid Association of California (LAAC).

The type of legal assistance available includes:

- Assistance with securing FEMA and other government benefits available to disaster survivors;
- Assistance with life, medical and property insurance claims;
- Help with home repair contracts and contractors;
- Replacement of wills and other important legal documents destroyed in the disaster;
- Assisting in consumer protection matters, remedies and procedures;
- Counseling on mortgage-foreclosure problems;
- Counseling on landlord-tenant problems.
Survivors should be aware that there are some limitations on disaster legal services. For example, assistance is not available for cases that will produce a money award. Such matters can be referred for skilled lawyer representation through a State Bar of California certified lawyer referral service in your area.

There are two additional hotline resources:

- Bay Area Legal Aid’s Legal Advice Line with a dedicated emergency response line for Napa County residents only: 800-551-5554.
- Bay Area Legal Aid’s Health Consumer Center line for help with Medi-Cal; medical insurance coverage issues; prescription coverage; coverage while needing to temporarily relocate out-of-state for residents of Napa and Sonoma Counties only: 855-693-7285.

**Major Disaster Declaration**

On October 10, 2017, a Major Disaster Declaration was issued for the state of California, making federal funding available to individuals and business owners in Napa and Sonoma Counties who sustained damage as a result of the fires. Butte, Lake, Mendocino, Nevada, Orange, and Yuba Counties were added subsequently.

To register with FEMA, and if eligible, apply for federal and state disaster assistance, register online at DisasterAssistance.gov or via smartphone or Web-enabled device at m.fema.gov. Applicants may also call 800-621-3362 or 800-462-7585 (TTY) seven days a week from 4:00 a.m. to 8:00 p.m. Pacific Time. Applicants should be prepared to provide basic information about themselves, insurance coverage, and any other information to help substantiate the loss.

Please note that if you are eligible for an Individual Assistance grant you are not required to pay back the grant to FEMA. There is no income threshold for Individual Assistance grants, but you may be referred to the Small Business Administration (SBA) for a low interest disaster loan to assist in your recovery. These low interest disaster loans for homeowners and businesses from the SBA must be repaid.

In addition, there is information available at:

- [www.LawHelpCA.org](http://www.LawHelpCA.org) – This statewide website, hosted by the Legal Aid Association of California, provides information about common legal issues in addition to disaster relief information. It also has an updated directory of pre-screened organizations that offer free or low-cost legal advice and representation.
- [www.disasterlegalaid.org](http://www.disasterlegalaid.org) – This national website, a collaborative effort of Lone Star Legal Aid, the American Bar Association, the Legal Services Corporation, the National Legal Aid and Defender Association, the Texas Legal Services Center and Pro Bono Net, provides information on legal issues related to disasters to the low and moderate income public.
- [www.uphelp.org](http://www.uphelp.org) – United Policyholders (UP) is a national nonprofit 501(c)(3) consumer advocacy group that specializes in helping disaster survivors with insurance claim issues. UP also trains case managers and legal aid lawyers to assist clients with insurance and recovery matters, and for help with flood, wind, hurricane and auto insurance questions.

**Background**

When the President declares a major disaster, FEMA, in cooperation with the American Bar Association Young Lawyers Division, establishes a toll-free number for disaster survivors to request legal assistance. Funding for the toll-free line comes from FEMA under the authority of Section 415 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (Public Law 100-707). The American Bar Association Young Lawyers Division in turn partners with state bars, local bar associations and other legal organizations to recruit volunteer lawyers in affected areas to handle survivors’ cases.
**Hotline Partner Members**

The following organizations have joined forces to establish a hotline for fire survivors to request free legal assistance, and to provide coordination for volunteer attorneys.

**American Bar Association Young Lawyers Division** – The ABA YLD is the largest national organization of young lawyers, provides leadership in serving the public and the profession, and promotes excellence and fulfillment in the practice of law. Its parent organization, the ABA, is the national voice of the legal profession and the largest voluntary professional membership group in the world.

**Federal Emergency Management Agency** – FEMA coordinates the federal government’s role in preparing for, preventing, mitigating the effects of, responding to, and recovering from all domestic disasters, whether natural or man-made, including acts of terror.

Bay Area Resilience Collaborative – BARC is a group of representatives from the entities below that have developed a regional coordination plan for the provision of legal services in the aftermath of a major disaster in the San Francisco Bay Area:

- **The Bar Association of San Francisco’s SF-Marin Lawyer Referral and Information Service and the Justice & Diversity Center** – BASF provides San Francisco legal professionals with networking and pro bono opportunities to better serve the community. The SF-Marin LRIS is a State Bar of California certified lawyer referral service program providing experienced, insured attorneys for consultation and case representation and community legal resources information to the public. The Justice & Diversity Center advances fairness and equality by providing pro bono legal services to low-income people, and educational programs that foster diversity in the legal profession.

- **Alameda County Bar Association and Volunteer Legal Services Corporation** – The ACBA is a community of lawyers who live or practice in Alameda County and who are committed to excellence in the profession and facilitating equal access to justice. VLSC provides free legal assistance to low-income communities in a variety of areas, as well as running a legal incubator to help new attorneys open community-based practices.

- **State Bar of California** – The State Bar of California’s mission is to protect the public and includes the primary functions of licensing, regulation and discipline of attorneys; the advancement of the ethical and competent practice of law; and support of efforts for greater access to, and inclusion in, the legal system.

- **Bay Area Legal Aid** – BayLegal ensures fairness in the civil justice system for the most vulnerable members of the community. From Silicon Valley to Napa Valley, clients receive help to protect their livelihoods, their health, and their families.

- **Pro Bono Net** – Pro Bono Net is a nonprofit leader in developing innovative technology and forging collaborations that enable legal advocates to make a stronger impact, increase volunteer participation and empower the public with legal resources and self-help tools.

- **Legal Aid Association of California** – LAAC is the statewide membership organization for almost 100 legal nonprofits. LAAC advocates for more funding and better laws for legal nonprofits, facilitates communication and coordination between organizations, trains in core substantive areas, analyzes best practices, and works to increase access to justice for all Californians.
FREE LEGAL ASSISTANCE AVAILABLE
FOR CALIFORNIA FIRE AND MUDSLIDE SURVIVORS

VENTURA COUNTY, January 18, 2018 — A legal hotline is now available for survivors of the fires and mudslides in California in Los Angeles, San Diego, Santa Barbara, and Ventura Counties (additional counties may be added). Disaster survivors facing legal issues related to the fires and who are unable to afford a lawyer may call the hotline at 877-301-4448. Hours are 8:30am to 5:30pm, Monday-Friday. Callers may also leave a message.

The service, which allows callers to receive limited legal assistance from a volunteer lawyer, is a partnership between the Ventura County Bar Association; State Bar of California; Legal Aid Foundation of Santa Barbara County; the Santa Barbara and Ventura Colleges of Law; the American Bar Association Young Lawyers Division (ABA YLD); the Federal Emergency Management Agency (FEMA); and the Legal Aid Association of California (LAAC).

The type of legal assistance available includes:

- Assistance with securing FEMA and other government benefits available to disaster survivors;
- Assistance with life, medical and property insurance claims;
- Help with home repair contracts and contractors;
- Replacement of wills and other important legal documents destroyed in the disaster;
- Assisting in consumer protection matters, remedies and procedures;
- Counseling on mortgage and foreclosure problems;
- Counseling on landlord-tenant problems.
Survivors should be aware that there are some limitations on disaster legal services. For example, assistance is not available for fee generating cases (cases that will produce a monetary award). These matters are referred through the State Bar of California certified lawyer referral service in your area.

**Major Disaster Declaration**

On January 2, 2018, a Major Disaster Declaration was issued for the state of California, and amended on January 15, 2018, making federal funding available to individuals and business owners in Los Angeles, San Diego, Santa Barbara, and Ventura Counties.

To register with FEMA, and if eligible, apply for federal and state disaster assistance, register online at DisasterAssistance.gov or via smartphone or Web-enabled device at m.fema.gov. Applicants may also call 800-621-3362 or 800-462-7585 (TTY) seven days a week from 4:00 a.m. to 8:00 p.m. Pacific Time. Applicants should be prepared to provide basic information about themselves, insurance coverage, and any other information to help substantiate the loss.

Please note that if you are eligible for an Individual Assistance grant you are not required to pay back the grant to FEMA. There is no income threshold for Individual Assistance grants, but you may be referred to the Small Business Administration (SBA) for a low interest disaster loan to assist in your recovery. These low interest disaster loans for homeowners and businesses from the SBA must be repaid.

In addition, there is information available at:

- [www.LawHelpCA.org](http://www.LawHelpCA.org) – This statewide website, hosted by the Legal Aid Association of California, provides information about common legal issues in addition to disaster relief information. It also has an updated directory of pre-screened organizations that offer free or low-cost legal advice and representation.

- [www.disasterlegalaid.org](http://www.disasterlegalaid.org) – This national website, a collaborative effort of Lone Star Legal Aid, the American Bar Association, the Legal Services Corporation, the National Legal Aid and Defender Association, the Texas Legal Services Center and Pro Bono Net, provides information on legal issues related to disasters to the low and moderate income public.

- [www.uphelp.org](http://www.uphelp.org) – United Policyholders (UP) is a national nonprofit 501(c)(3) consumer advocacy group that specializes in helping disaster survivors with insurance claim issues. UP also trains case managers and legal aid lawyers to assist clients with insurance and recovery matters, and for help with flood, wind, hurricane and auto insurance questions.

**Background**

When the President declares a major disaster, FEMA, in cooperation with the American Bar Association Young Lawyers Division, establishes a toll-free number for disaster survivors to request legal assistance. Funding for the toll-free line comes from FEMA under the authority of Section 415 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (Public Law 100-707). The American Bar Association Young Lawyers Division in turn partners with state bars, local bar associations and other legal organizations to recruit volunteer lawyers in affected areas to handle survivors’ cases.

**Hotline Partner Members**

The following organizations have joined forces to establish a hotline for fire and mudslide survivors to request free legal assistance, and to provide coordination for volunteer attorneys.

- **American Bar Association Young Lawyers Division** – The ABA YLD is the largest national organization of young lawyers, provides leadership in serving the public and the profession, and promotes excellence
and fulfillment in the practice of law. Its parent organization, the ABA, is the national voice of the legal profession and the largest voluntary professional membership group in the world.

**Federal Emergency Management Agency** – FEMA coordinates the federal government’s role in preparing for, preventing, mitigating the effects of, responding to, and recovering from all domestic disasters, whether natural or man-made, including acts of terror.

Legal Aid Foundation of Santa Barbara County (LAFSBC)—LAFSBC is a non-profit law firm that assists residents of Santa Barbara County who cannot afford a lawyer with critical civil legal issues. LAFSBC assists residents with landlord-tenant issues, fair housing issues, elder abuse and financial exploitation, family violence prevention, financial fraud and illegal debt collection issues, and mortgage foreclosure issues. LAFSBC also staffs a self-help clinic for civil legal problems for all county residents regardless of income.

Ventura County Bar Association - The Ventura County Bar Association (VCBA) was established in 1929 and incorporated in 1968 as a California non-profit 501(c)(6) Mutual Benefit Corporation. Currently, the VCBA has 1227 members and 37 sections, committees and affiliates. The VCBA is governed by a 28 member board of directors, and operated by a devoted staff of 7 professionals. The Ventura County Bar Association/Volunteer Lawyers Services Program, Inc. (VLSP) provides legal services for low income individuals and families in Ventura County. VLSP, Inc. was incorporated as a non-profit in December 2001, and in June 2002 became a 501(c)(3) public benefit, tax exempt corporation.

Ventura County Legal Aid - VCLA, formerly known as Volunteer Lawyer Services Program/Ventura County Bar Association, Inc., was formed in 1996. Since that time, VCLA has provided low-cost and no-cost representation to thousands of Ventura County residents. VCLA is supported solely through private donations and the volunteerism of members of the Ventura County Bar Association. VCLA is a non-profit charitable organization, and all donations are fully deductible in accordance with applicable tax law.

**Santa Barbara and Ventura Colleges of Law** - Established in 1969, The Santa Barbara & Ventura Colleges of Law (COL) was founded as a nonprofit to expand opportunities and broaden access to legal education. COL is dedicated to a student-centered approach that affords students of diverse backgrounds the opportunity to pursue careers in law or legal-related fields.

**State Bar of California** – The State Bar of California’s mission is to protect the public and includes the primary functions of licensing, regulation and discipline of attorneys; the advancement of the ethical and competent practice of law; and support of efforts for greater access to, and inclusion in, the legal system.
September 28, 2017 -- A disaster legal aid hotline is now available for hurricane survivors in Puerto Rico who cannot pay for an attorney: **1-800-310-7029**. The hotline operates through a partnership between Legal Services Corporation of Puerto Rico, the American Bar Association (ABA) Young Lawyers Division, the Federal Emergency Management Agency (FEMA), and the Louisiana Civil Justice Center (LCJC).

The disaster legal aid hotline will operate through LCJC. Widespread infrastructure devastation in Puerto Rico made it necessary to host the hotline in the U.S. mainland. LCJC has a longstanding history providing disaster legal services information to callers.

Both English and Spanish voicemail recordings give instructions for callers to leave a message requesting storm-related legal assistance, and to provide their name, telephone number, county of residence, and a description of their legal problems. Assistance through this hotline is available to qualified Puerto Rican residents affected by Hurricanes Irma and Maria in the following municipalities:

**Maria** – All municipalities

**Irma** – Canovanas, Catano, Culebra, Dorado, Fajardo, Loiza, Luquillo, Toa Baja, Vega Baja, Vieques

Those who qualify will be matched with a pro bono attorney who has volunteered to provide free legal help such as:

- Securing FEMA and other benefits
- Making life, medical and property insurance claims
- Dealing with home repair contractors
- Replacing wills and other important legal documents destroyed in the hurricane
- Helping with consumer protection matters, remedies and procedures
- Counseling on mortgage-foreclosure problems or landlord/tenant issues

The hours of the hotline are Monday through Friday from 10:00 am to 5:00 pm local time. There are some limitations: for example, assistance is not available for cases in which fees are paid as part of a settlement.
or award from a court. Such cases will be referred to a lawyer referral service consisting of regularly admitted members of the Puerto Rico Bar Association. Funding for this hotline comes from FEMA under the authority of Section 415 of the Robert T. Stafford Disaster Relief and Emergency assistance Act (Public Law 100-707).

**Major Disaster Declaration**

On September 5, 2017 the President issued a major disaster declaration for Puerto Rico due to the impact of Hurricane Irma (DR-4336) and again on September 20, 2017 for Hurricane Maria (DR-4339). For more information, please visit [https://www.fema.gov/disaster/4336](https://www.fema.gov/disaster/4336) and [https://www.fema.gov/disaster/4339](https://www.fema.gov/disaster/4339).

People who sustained property damage as a result of recent hurricanes are urged to register with FEMA, as they may be eligible for federal and state disaster assistance. People can register online at [DisasterAssistance.gov](http://DisasterAssistance.gov), or via smartphone or Web-enabled device at [m.fema.gov](http://m.fema.gov). Applicants may also call 800-621-3362 or 800-462-7585 (TTY) from 6 a.m. to 10 p.m. seven days a week. Flood survivors are also encouraged to call the FEMA hotline to report their damages.

Low-interest disaster loans from the U.S. Small Business Administration (SBA) are available for eligible applicants. SBA helps businesses of all sizes (including landlords), private nonprofit organizations, homeowners, and renters fund repairs or rebuilding efforts and cover the cost of replacing lost or damaged personal property. Disaster loans cover losses not fully compensated by insurance or other recoveries.

For more information, individuals may contact SBA’s Disaster Assistance Customer Service Center by calling 800-659-2955, emailing disastercustomerservice@sba.gov, or visiting SBA’s website at disasterloan.sba.gov/la. Deaf and hard-of-hearing individuals may call 800-877-8339.

For more information on Puerto Rico’s recovery, visit the disaster Web page at [http://www.fema.gov/disaster](http://www.fema.gov/disaster) or on Twitter at [https://twitter.com/femaregion2](https://twitter.com/femaregion2).

**Beware of Fraud**

Both FEMA and the Government of Puerto Rico are warning Puerto Rico residents of the risk of fraud and common scams in the wake of the severe weather. Common post-disaster fraud practices include phony housing inspectors, fraudulent building contractors, bogus pleas for disaster donations, and fake offers of state or federal aid. Residents of Puerto Rico are urged to ask questions, and to require identification when someone claims to represent a government agency.

Survivors should also keep in mind that state and federal workers never ask for or accept money, and always carry identification badges with a photograph. There is no fee required to apply for or to receive disaster assistance from FEMA, the U.S. Small Business Administration (SBA), or the state. Additionally, no state or federal government disaster assistance agency will call to ask for your financial account information. Unless you place a call to the agency yourself, you should not provide personal information over the phone as it can lead to identity theft.

Those who suspect fraud can call the FEMA Disaster Fraud Hotline at 866-720-5721 (toll free).

**Background**

When the U.S. President declares a major disaster, FEMA, in cooperation with the American Bar Association Young Lawyers Division, helps to establish a toll-free number for disaster survivors to
request legal assistance. Funding for the toll-free line comes from FEMA under the authority of Section 415 of the Robert T. Stafford Disaster Relief and Emergency assistance Act (Public Law 100-707).

**Partner Organizations**

The following organizations have joined forces to establish a toll-free phone line for Puerto Rico storm survivors to request free legal assistance, and to provide volunteer attorneys to handle cases arising from recent storm and flood damage.

**Legal Services Corporation of Puerto Rico** – The LSCPR is a non-profit that provides civil legal assistance for low-income, elderly, and disaster-affected residents of Puerto Rico through a toll-free hotline, court-based help desks, and community legal clinics.

**American Bar Association Young Lawyers Division** – The ABA YLD, the largest national organization of young lawyers, provides leadership in serving the public and the profession, and promotes excellence and fulfillment in the practice of law.

**Federal Emergency Management Agency** – FEMA coordinates the federal government’s role in preparing for, preventing, mitigating the effects of, responding to, and recovering from all domestic disasters, whether natural or man-made, including acts of terror. Through an agreement with the American Bar Association, FEMA underwrites the cost of operating toll free legal assistance lines for survivors in areas designated as federal disaster sites.

**National Disaster Legal Aid Online** – NDLA (available at: [www.disasterlegalaid.org](http://www.disasterlegalaid.org)) is a collaborative effort of Lone Star Legal Aid, the American Bar Association, the Legal Services Corporation, the National Legal Aid and Defender Association, and Pro Bono Net.

**Puerto Rican Bar Association, Inc.** – The PRBA (available at: [http://prbany.com/](http://prbany.com/)) was founded in 1957. It is one of the oldest minority bar associations in New York State with members of all backgrounds. Its purpose is to offer both personal and professional support to Puerto Rican and Latino attorneys and address the concerns of a rapidly growing Latino community. The PRBA represents the interests of attorneys, judges, law professors, and students of Latino descent who share a common interest in fostering professional development in the legal community and addressing issues that are important not only to the Puerto Rican community but the Latino community as a whole.
Free Legal Help Available for Hurricane Harvey Survivors

AUSTIN, August 31, 2017 — The State Bar of Texas, the American Bar Association (ABA), the Federal Emergency Management Agency (FEMA), and other organizations have partnered to help provide legal and recovery assistance to people affected by Hurricane Harvey.

A toll-free legal hotline (800-504-7030) is available to connect low-income individuals affected by the disaster with local legal aid providers who can help with:

- Assistance securing government benefits as they are made available to disaster victims;
- Assistance with life, medical, and property insurance claims;
- Help with home repair contracts and contractors;
- Replacement of wills and other important legal documents lost or destroyed in the disaster;
- Consumer protection issues such as price-gouging and avoiding contractor scams in the rebuilding process;
- Counseling on mortgage-foreclosure problems; and
- Counseling on landlord-tenant problems

Callers to the hotline can leave a message at any time. Individuals who qualify for assistance will be matched with Texas lawyers who have volunteered to provide free, limited legal help.

Victims should be aware that there are some limitations on disaster legal services. For example, assistance is not available for cases that will produce a fee (i.e., those cases where attorneys are paid part of the settlement by the court). Such cases are referred to a local lawyer referral service.
Major Disaster Declaration
On Aug. 25, President Donald J. Trump issued a Major Disaster Declaration for the state of Texas, making federal funding available to individuals and businesses owners who sustain damage as a result of Hurricane Harvey.

Texans who sustained property damage as a result of the hurricane and accompanying flooding are urged to register with FEMA, as they may be eligible for federal and state disaster assistance. People can register online at DisasterAssistance.gov or via smartphone or Web-enabled device at m.fema.gov. Applicants may also call 800-621-3362 or 800-462-7585 (TTY) from 7 a.m. to 10 p.m. seven days a week.

Find more information and register for assistance at fema.gov/disaster/4332. Other disaster resources may be found on the State Bar of Texas website at texasbar.com/disasters.

Low-interest disaster loans from the U.S. Small Business Administration (SBA) are available for eligible applicants. SBA helps businesses of all sizes (including landlords), private nonprofit organizations, homeowners, and renters fund repairs or rebuilding efforts and cover the cost of replacing lost or damaged personal property. Disaster loans cover losses not fully compensated by insurance or other recoveries.

For more information, individuals may contact SBA’s Disaster Assistance Customer Service Center by calling 800-659-2955, emailing disastercustomerservice@sba.gov, or visiting SBA’s website at disasterloan.sba.gov/ela. Deaf and hard-of-hearing individuals may call 800-877-8339.

For more information on Texas recovery, follow FEMA on Twitter at twitter.com/femaregion6. Visit the Texas Division of Emergency Management website, txdps.state.tx.us/dem, and fema.gov/texas-disaster-mitigation for publications and reference material on rebuilding and repairing safer and stronger.

Law Regarding Certain Insurance Claims
Texas property owners should be aware that a bill passed during the latest Texas legislative session changes the law as it applies to lawsuits relating to certain property insurance claims, including property damage and loss caused by natural disasters.

The new law, House Bill 1774, applies to insurance claims and lawsuits filed on or after September 1, 2017. It requires certain pre-lawsuit notices by property owners, changes the amount of interest payable on claims that are determined to be underpaid or paid late, and may affect the amount of attorneys’ fees recoverable in a lawsuit. Property owners should consult an attorney to determine whether and how this change in the law may affect them. If you need an attorney, call the State Bar of Texas Lawyer Referral and Information Service at 800-252-9690.

Beware of Fraud
Both FEMA and the Texas Attorney General’s Office are warning Texans of the risk of fraud and common scams in the wake of the severe weather. Common post-disaster fraud practices include phony housing inspectors, fraudulent building contractors, bogus pleas for disaster
donations, and fake offers of state or federal aid. Texans are urged to ask questions, and to require identification when someone claims to represent a government agency.

Survivors should also keep in mind that state and federal workers never ask for or accept money, and always carry identification badges with a photograph. There is no fee required to apply for or to receive disaster assistance from FEMA, the U.S. Small Business Administration (SBA), or the state. Additionally, no state or federal government disaster assistance agency will call to ask for your financial account information. Unless you place a call to the agency yourself, you should not provide personal information over the phone as it can lead to identity theft.

Those who suspect fraud can call the FEMA Disaster Fraud Hotline at 866-720-5721 (toll free). Complaints may also be made to local law enforcement agencies.

The State Bar of Texas reminds the public that solicitation of a potential legal case is a crime unless the lawyer has a family relationship with you or you have been a client of the lawyer in the past or are currently a client. Solicitation of you is also a crime if perpetrated by a non-lawyer employee or representative of the lawyer, unless the previous conditions exist. Please report any prohibited contacts by lawyers or their representatives, whether in person, telephone, or otherwise, to your local law enforcement authority or the State Bar of Texas at (866) 224-5999.

**Partnership Members**
The following organizations have joined forces to provide a toll-free phone line for Texas disaster victims to request free legal assistance and to connect with volunteer attorneys to handle cases arising from the recent severe weather:

*State Bar of Texas (texasbar.com)* - The State Bar of Texas is an administrative agency of the Supreme Court of Texas that provides educational programs for the legal profession and the public, administers the minimum continuing legal education program for attorneys, and manages the attorney discipline system. With more than 100,000 members, it is the second-largest state bar organization in the United States based on active members. The mission of the State Bar of Texas is to support the administration of the legal system, assure all citizens equal access to justice, foster high standards of ethical conduct for lawyers, enable its members to better serve their clients and the public, educate the public about the rule of law, and promote diversity in the administration of justice and the practice of law.

*American Bar Association Young Lawyers Division (americanbar.org)* - The ABA YLD, the largest national organization of young lawyers, provides leadership in serving the public and the profession, and promotes excellence and fulfillment in the practice of law. Its parent organization, the ABA, is the national voice of the legal profession and the largest voluntary professional membership group in the world.

*Federal Emergency Management Agency (fema.gov)* - FEMA coordinates the federal government’s role in preparing for, preventing, mitigating the effects of, responding to, and recovering from all domestic disasters—whether natural or man-made—including acts of terror. Through an agreement with the ABA, FEMA underwrites the cost of operating toll-free legal assistance lines for victims in areas designated as federal disaster sites.
Other Texas legal organizations assisting with disaster relief efforts include Lone Star Legal Aid (lonestarlegal.org), Texas RioGrande Legal Aid Inc. (trla.org), Legal Aid of NorthWest Texas (lanwt.org), Texas Young Lawyers Association (tyla.org), San Antonio Bar Association (sanantoniobar.org), and the Houston Bar Association (hba.org) along with its ancillary organizations - Houston Volunteer Lawyers, Houston Lawyer Referral Service, and Harris County Dispute Resolution Center.

*United Policyholders* (uphelp.org) – “UP” is a national non-profit 501(c)(3) consumer advocacy group that specializes in helping disaster victims with insurance claim issues. UP also trains case managers and legal aid lawyers to assist clients with insurance and recovery matters. For help with flood, wind, hurricane, and auto insurance questions.

*National Disaster Legal Aid Online* (disasterlegalaid.org) - NDLA is a collaborative effort of Lone Star Legal Aid, the American Bar Association, the Legal Services Corporation, the National Legal Aid and Defender Association, and Pro Bono Net.
<table>
<thead>
<tr>
<th>DR Reporting:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Disaster Number (ex. 4326):</td>
<td></td>
</tr>
<tr>
<td>Hotline Phone Number:</td>
<td></td>
</tr>
<tr>
<td>Tally Sheet</td>
<td></td>
</tr>
<tr>
<td>Number of Total Calls for the Week:</td>
<td></td>
</tr>
<tr>
<td>Monday</td>
<td>0</td>
</tr>
<tr>
<td>Tuesday</td>
<td>0</td>
</tr>
<tr>
<td>Wednesday</td>
<td>0</td>
</tr>
<tr>
<td>Thursday</td>
<td>0</td>
</tr>
<tr>
<td>Friday</td>
<td>0</td>
</tr>
<tr>
<td>TOTAL</td>
<td>0</td>
</tr>
<tr>
<td>Number of Cases</td>
<td></td>
</tr>
<tr>
<td>Open and Pending</td>
<td>0</td>
</tr>
<tr>
<td>Cases Assigned to an Attorney</td>
<td>0</td>
</tr>
<tr>
<td>Number of Denied Cases</td>
<td>0</td>
</tr>
<tr>
<td>Closed</td>
<td>0</td>
</tr>
<tr>
<td>TOTAL</td>
<td>0</td>
</tr>
<tr>
<td>Number of Calls Per Topic: *</td>
<td></td>
</tr>
<tr>
<td>Bankruptcy</td>
<td>0</td>
</tr>
<tr>
<td>Civil Rights</td>
<td>0</td>
</tr>
<tr>
<td>Contract / Contractor Problems</td>
<td>0</td>
</tr>
<tr>
<td>Criminal</td>
<td>0</td>
</tr>
<tr>
<td>Employment</td>
<td>0</td>
</tr>
<tr>
<td>Family</td>
<td>0</td>
</tr>
<tr>
<td>Federal Assistance Rights</td>
<td>0</td>
</tr>
<tr>
<td>FEMA</td>
<td>0</td>
</tr>
<tr>
<td>Immigration</td>
<td>0</td>
</tr>
<tr>
<td>Insurance</td>
<td>0</td>
</tr>
<tr>
<td>Landlord/Tenant</td>
<td>0</td>
</tr>
<tr>
<td>Other</td>
<td>0</td>
</tr>
<tr>
<td>Real Estate/Mortgage</td>
<td>0</td>
</tr>
<tr>
<td>Succession/Wills/POA</td>
<td>0</td>
</tr>
<tr>
<td>Total Calls</td>
<td>0</td>
</tr>
<tr>
<td>Number of State Bar Licensed Volunteers</td>
<td>0</td>
</tr>
<tr>
<td>Number of Total Volunteers</td>
<td>0</td>
</tr>
<tr>
<td>Other information:</td>
<td></td>
</tr>
</tbody>
</table>

This information is vital to the program and will be communicated to the Federal Emergency Management Agency (FEMA), the American Bar Association (ABA) and other ABA affiliates.
Default Question Block

This form should be completed at the close of the Disaster Legal Services hot line.
Please do not complete this form if the line is still up and running.

The information obtained in this report will serve as a resource to your district, the Federal Emergency Management Agency (FEMA), the American Bar Association and other agencies. This information should not be completed prior to the closing of the Disaster Legal Services (DLS) hot line. Please be thorough and as accurate as possible when submitting. Any invoicing request should be uploaded at the time of submission.

If you have any questions or trouble submitting your report, contact Alia S. Graham, ABA YLD Program Associate at 312.988.5671 or at alia.graham@americanbar.org.

Select your district.

Enter information about the District Representative.

Name: 
Phone: 
Email: 

Enter information about the disaster in your district.

Disaster Number (i.e. TX - 4236) 
FEMA Purchase Order Number (i.e. HSEFS-60-P138): 
Hot line Phone Number: 
Date Opened: 
Date Closed: 

Please note the total of individuals assisted through the Disaster Legal Services program. This number should include intakes of all individuals serviced through the hot line as well as walk-ins.

Bankruptcy: 
Civil Rights: 
Contract/Contractor Issues: 
Criminal: 
Employment: 
Family: 
Federal Assistance: 
FEMA: 
Immigration: 
Insurance: 
Landlord Tenant: 
Real Estate/Mortgage: 
Succession/Wills/Power of Attorney: 
Other (please specify): 

Note the number of volunteer attorney's who assisted with this disaster?
Is the bar association or hot line organizer requesting reimbursement for servicing the hot line?

- Yes
- No

(ABA can inform FEMA to close the $5000.00 purchase order issued to this disaster)

Upload your invoice below. Be sure to include any back up documentation and any approvals granted by FEMA.

Non-Reimbursable Expenses that require prior approval from FEMA:

- Staff time
- Lawyer or Legal Fees
- Outreach Services
- Travel Reimbursement
- Rates that do not coincide with the General Service Administrative Rates
- Food and Beverage
District Rep
Member
Reimbursement Form
AMERICAN BAR ASSOCIATION YOUNG LAWYERS DIVISION
Request for Reimbursement of Expenses

Dates of Meeting: June 23 – June 25, 2018
Destination: Chicago, Illinois
Meeting Explanation: ABA YLD Leadership Training

FEMA P.O. 70FA4018P00000001 / CLIN 0001
03.32.12050.6882596

<table>
<thead>
<tr>
<th>ITEM AND DESCRIPTION</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Airfare/Ground Transportation ($350.00 max):</td>
<td>$</td>
</tr>
<tr>
<td>Attach receipts</td>
<td></td>
</tr>
<tr>
<td>Lodging (Max $215.00/night plus taxes (estimate @ 17%) for 2 nights. Total estimate at $251.55 per night - per person for 2 nights = $503.01 max):</td>
<td>$</td>
</tr>
<tr>
<td>Attach receipts</td>
<td></td>
</tr>
<tr>
<td>Meals/Per Diem (Two travel days at $55.50 and one full day at $74.00 per day – Max $185.00):</td>
<td>$</td>
</tr>
</tbody>
</table>

Make check payable to (please type or print)

Name ________________________________ (INDIVIDUAL // FIRM // COMPANY)
Address ________________________________________________________________
__________________________________________
__________________________________________
(CITY, STATE, AND ZIP CODE)

I, the person requesting the reimbursement, certify that I have reviewed the Division’s Reimbursement Policy and hereby certify that this request complies with that policy.

_________________________________________
(INDIVIDUALS SIGNATURE)

ABA Office Use Only:

<table>
<thead>
<tr>
<th>E</th>
<th>Fund</th>
<th>RESP</th>
<th>LOB</th>
<th>ACCT</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$</td>
</tr>
</tbody>
</table>

TOTAL REIMBURSEMENT AMOUNT: $ 

YLD Approval by __________________________ Date __________________________