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RICHARD J. HUGHES JUSTICE COMPLEX
 CN 962
 TRENTON, NEW JERSEY 08625
 (609) 292-1011

ROBYN M. HILL
 CHIEF COUNSEL

ISABEL FRANK
 DEPUTY CHIEF COUNSEL

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May 22, 1996

**Certified Mail - R.R.R.
 and Regular Mail**

Dorothy L. Wright, Esq.
 917 N. Washington Avenue
 Greenbrook, New Jersey 08812

**RE: In the Matter of Dorothy L. Wright
 Docket No. DRB 96-095
 LETTER OF ADMONITION**

Dear Ms. Wright:

The Disciplinary Review Board has reviewed your conduct in the above matter and has concluded that it was improper. Specifically, in your representation of Jeanne M. Fitzpatrick in a bankruptcy matter, you failed to communicate the basis or rate of the fee in writing to Ms. Fitzpatrick either prior to or within a reasonable time after beginning the representation, in violation of RPC 1.5(b). Normally, in a bankruptcy matter, the portion of the petition headed "Statement Pursuant to Rule 2016(b)" would satisfy the requirements of RPC 1.5(b), given that it contains both the amount of the fee and the services to be rendered. In this case you did not forward the bankruptcy petition to Ms. Fitzpatrick, thus, she did not receive a copy of the Rule 2016(b) statement. In addition, you failed to advise your client that your fees would be paid first from the monthly payments to the trustee in bankruptcy. In addition, although you were to be paid from the payments made to the trustee, you directed correspondence to your client, dunning her for the balance of the fee owed, and directing that the account be cleared prior to the first meeting of creditors. While you indicated that this was a form letter that was forwarded by mistake, this, together with your failure to explain the retainer

agreement or arrangement for payment of fee through the trustee confused the matter significantly. In addition, again despite the fact that you were to be paid by the trustee, you forwarded a second letter - not a form letter - to your client in September 1993 noting a substantial balance due and requesting that your client call to discuss a payment plan.

Your failure to provide the details of the fee arrangement to Ms. Fitzpatrick clearly violated RPC 1.5(b). In addition, you failed to keep your client reasonably informed regarding the status of the bankruptcy matter, in that you failed to return numerous calls made by your client to your office. In addition, you failed to copy your client on correspondence written or received by you during the course of your representation of Ms. Fitzpatrick. A series of six letters, either written or received by you, were never provided to your client despite the fact that they were essential to the disposition of her case. As a result, last minute phone calls were made by you to your client, and the client was caused substantial inconvenience. The Board has determined that your conduct in this regard constituted a violation of RPC 1.4(a).

In imposing only an admonition, the Board concluded that this matter was compounded by several unintentional errors in calculation, at least in part the result of problems with a computer schedule. In addition, a number of misunderstandings between you and your client resulted from your client's apparent unwillingness to understand directions given by you, together with mistakes on your part and further misunderstandings on the part of your client.


Your conduct adversely reflected not only upon you as an attorney but also on members of the bar. Accordingly, the Board has directed the issuance of this admonition to you. R.1:20-15(f).

A permanent record of this occurrence has been filed with the Clerk of the Supreme Court and the Board's office. Should you become the subject of any further discipline, it will be taken into consideration.

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The Board has also directed that the costs of the disciplinary proceedings be assessed against you. An affidavit of costs will be forwarded under separate cover.

Very truly yours,


Robyn M. Hill

RMH/dm

c: Chief Justice Robert N. Wilentz
Associate Justices
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District XIII Ethics Committee
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Counsel for Respondent
Jeanne M. Fitzpatrick, Grievant