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May 16, 2003

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

Donald H. Mintz 55 Washington Street East Orange, New Jersey 07017

Re:

In the Matter of Donald H. Mintz

Docket No. DRB 03-100

District Docket No. VC-02-009E **LETTER OF ADMONITION**

Dear Mr. Mintz:

The Disciplinary Review Board has reviewed your conduct in the above matter and has concluded that it was improper. Specifically, in October 2000 you were retained by Jacqueline Azodoh to obtain guardianship of her disabled adult foster child. Although you filed the complaint and various other documents, you did not order additional psychological reports to move the application forward. As a result, the matter was never completed. Your conduct was unethical and in violation of <u>RPC</u> 1.3.

In imposing only an admonition, the Board considered your acknowledgement of wrongdoing and your refund of the \$475.00 fee to the client.

Your conduct adversely reflected not only upon you as an attorney, but also upon all members of the bar. Accordingly, the Board has directed the issuance of this admonition to you. \underline{R} . 1:20-15(f)(4).

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.

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:tk

c. Chief Justice Deborah T. Poritz
Associate Justices
Stephen W. Townsend, Clerk, Supreme Court of New Jersey
Mary J. Maudsley, Chair, Disciplinary Review Board
David E. Johnson, Jr., Director, Office of Attorney Ethics
A. Lawrence Gaydos, Jr., Chair, District VC Ethics Committee
Angela A. Iuso, Secretary, District VC Ethics Committee
Jacqueline Azodoh, Grievant