

**SUPERIOR COURT OF THE DISTRICT OF COLUMBIA
ADMINISTRATIVE ORDER 09-07**

Regular Re-establishment of CJA and Family Court Attorney Panels

WHEREAS, by Administrative Order 00-26 issued on July 17, 2000, panels of attorneys were established from which appointments have since been made for criminal cases prosecuted by the United States and the District of Columbia where a defendant has been found eligible for the appointment of counsel under the Criminal Justice Act (CJA) of the D.C. Official Code, Section 11-2601 to 2609 (2001); and

WHEREAS, by Administrative Order No. 04-15 issued July 23, 2004, panels of attorneys were established pursuant to Administrative Order 3-11, from which appointments were made to case in neglect and abuse, juvenile and other Family Court matters; and

WHEREAS, both the Plan for Furnishing Representation to Indigents Under the District of Columbia Criminal Justice Act and the Plan for Furnishing Representation in Neglect Proceedings in the District of Columbia provided that “[t]he panels of attorneys developed shall be periodically reexamined to insure that the composition of such panels reflects due regard for attorneys with the highest qualifications, and that the size of such panels is consistent with the needs of the . . . Superior Court;” and

WHEREAS, it is in the best interest of the administration of justice that the Court establish a regular and ongoing process for re-establishing all Panels on a predictable schedule and to otherwise establish a process to accept, at any time, applications from attorneys who wish to become a member of the Panels during the time between the periodic re-establishment of the Panels; and

WHEREAS, because a defendant may face charges brought by both the District of Columbia and the United States, and given the need for one attorney to represent one client, it is in the best interest of the administration of justice, with respect to criminal matters and appointments under the Criminal Justice Act, for the Court to establish one unified Panel, and further to require that attorneys that are members of the Panel accept appointments and provide representation with respect to all offenses, whether prosecuted by the District of Columbia or the United States;

WHEREAS, it is necessary to allow the Court more flexibility in addressing the legal needs of indigent persons and to allow the submission of applications from qualified attorneys at any time;

NOW, THEREFORE, it is, by the Court,

ORDERED, that the Court does hereby establish a unified Criminal Justice Act Panel of Attorneys (hereafter referred as the “CJA Panel”) (previously known as the CJA U.S. and D.C. Panels); and it is further

ORDERED, that the Court shall re-establish the CJA and Family Court Panels every four (4) years, on the following schedule:

1. **2009** – Court shall re-establish both the Family Court and CJA Panels;
2. **2011** – Court shall re-establish the Family Court Panel and every 4 years thereafter; and
3. **2013** – Court shall re-establish CJA Panel and every 4 years thereafter.

ORDERED, that the CJA Panel Implementation Committee and the Panel Oversight Subcommittee of the Family Court Implementation Committee (“the Committees”), shall accept applications to the CJA and Family Court Panels from qualified attorneys, including applications from attorneys not currently included on the Panels, and make recommendation to the Chief Judge as hereafter described; and it is further

ORDERED, that the schedule for acceptance of the initial re-establishing of the Panels shall be as follows:

1. **Acceptance of applications**: opening of applications: June 15, 2009;
close of applications: 5:00 p.m., September 15, 2009;
2. **Committees’ recommendations to Chief Judge**: December 1, 2009;
3. **Re-establishment of Panels**: January 15, 2010.

ORDERED, that the Committees shall receive applications (copy of form attached or as amended by the respective Committees) for appointment to the Panels and, after receipt of any comments from the Advisory Committee, shall recommend to the Chief Judge applicants it deems well-qualified to become a Panel member consistent with the Court’s need for attorneys; and it is further

ORDERED, that, the Committees shall, before recommending that any attorney become a member of any Panel, consider and decide (a) whether an attorney is qualified for the Panel, and (b) the Court’s need for additional attorney(s) required to provide quality representation to all persons eligible; and it is further

ORDERED, that the Committees may also recommend an attorney with excellent credentials but less Superior Court experience, if

(a) the attorney has a demonstrated an interest in representing indigent persons and in the subject matter area of the law; and

(b) the attorney is willing to serve as a provisional member of the unified CJA Panel or CCAN Panel until such time as the Committees determine that they are qualified for Panel membership; and it is further

ORDERED, that to be considered for appointment to the Panels, attorneys must submit the following:

1. Copies of an application formulated by the Committee as may be directed by it;
 2. A Certificate Concerning Discipline issued by the Office of Bar Counsel of the District of Columbia, or its equivalent from each jurisdiction where the applicant has ever been admitted to the Bar;
 3. Certification that payment of the applicant's D.C. Bar dues is up-to-date; and
- and it is further

ORDERED, that no attorney will be considered for the Panels unless he or she has the following qualifications:

1. Membership in good standing in the D.C. Bar;
2. An office within the metropolitan D.C. area;
3. A commitment to complete hours of CLE each year as may be required by the Court;
4. A commitment to comply with all applicable Administrative Orders setting an annual cap for attorney compensation for appointed representation; and

5. A commitment to comply with Superior Court Attorney Practice Standards;
and it is further

ORDERED, that between periods of re-establishment, the Committees shall accept, at any time, applications to the Panels from qualified attorneys, and make recommendation to the Chief Judge, to add such qualified attorneys to any Panel as the Committee deems appropriate in accordance with the needs of the Court; and it is further

ORDERED, that for those applications that are submitted and considered between the times of re-establishment of the Panels, the Court reserves the right to act expeditiously with regard to any application, while deferring action with regard to any other application.

SO ORDERED.

BY THE COURT

June 12, 2009

/s/

Lee F. Satterfield
Chief Judge

Copies to:

All Judges
Magistrate Judges
Executive Officer
Clerk of the Court
Division Directors
Defender Services Branch Chief
Director Public Defender Service
Criminal Justice Act Office
CCAN Office
Director, Family Court
Director, Multi-Door Dispute Resolution Division
Library
Daily Washington Law Reporter
DC Bar Webmaster