

**IN THE THIRTEENTH JUDICIAL CIRCUIT
HILLSBOROUGH COUNTY, FLORIDA**

**ADMINISTRATIVE ORDER S-2014-038
(Supersedes Administrative Order S-2012-040)**

PRO BONO SERVICE

In 1990, the Florida Supreme Court held that “every lawyer of this state who is a member of The Florida Bar has an obligation to represent the poor when called upon by the courts and that each lawyer has agreed to that commitment when admitted to practice law in this state.” *In Re: Amendments to Rules Regulating The Florida Bar – 1-3.1(a) and Rules of Judicial Administration – 2.065 (Legal Aid)*, 573 So. 2d 800, 806 (Fla. 1990). Three years later, the Florida Supreme Court promulgated Rule 4-6.5(c) of the Rules Regulating The Florida Bar providing for the establishment of a pro bono committee in each judicial circuit. *In Re: Amendments to Rules Regulating The Florida Bar – 1-3.1(a) and Rules of Judicial Administration – 2.065 (Legal Aid)*, 630 So. 2d 501 (Fla. 1993). Since 1993, the Thirteenth Judicial Circuit Pro Bono Committee has adopted and implemented its comprehensive pro bono plan with the assistance of the many bar committees, divisions, and sections and independent legal organizations.

By the power vested in the chief judge under article V, section 2(d), Florida Constitution; section 43.26, Florida Statutes; and Florida Rule of Judicial Administration 2.215(b)(2), it is therefore **ORDERED**:

1. Pro Bono Committee

The Thirteenth Judicial Circuit Pro Bono Committee (“Committee”) will continue to provide oversight and direction of *pro bono* legal services for the indigent in Hillsborough County.

2. Committee Leadership

Rosemary Armstrong, Esquire, with her consent, is appointed Chair of the Committee. The Honorable Matthew C. Lucas, Thirteenth Judicial Circuit Court Judge, is appointed Vice-Chair of the Committee. The Honorable Catherine Peek McEwen, United States Bankruptcy Court Judge, is appointed Immediate Past Chair of the Committee.

3. Composition of Pro Bono Committee

The Committee comprises the following members:

- A. The Chief Judge of the Thirteenth Judicial Circuit or the chief judge's designee;
- B. Two representatives of the Hillsborough County Bar Association, one of whom should be a member of the board of directors and the other should be directly involved with the administration or organization of a Hillsborough County Bar Association pro bono event;
- C. One representative from each pro bono and legal assistance provider in the circuit whose organization is not otherwise represented on the Committee, including, but not limited to:
 - i. Bay Area Legal Services
 - ii. Guardian Ad Litem Program
 - iii. St. Michael's Legal Center
 - iv. Wills for Heroes Foundation
 - v. Thirteenth Judicial Circuit Juvenile Delinquency Attorney Ad Litem Program
 - vi. Are You Safe, Inc.
 - vii. Legal Assistance Program of the United States Bankruptcy Court for the Middle District of Florida
 - viii. Teen Court
 - ix. University of South Florida Student Legal Aid
 - x. Crossroads for Florida Kids, Inc.
 - xi. H.E.L.P. (Homeless Experience Legal Project)
 - xii. St. Paul Catholic Church Clinic
 - xiii. Office of Public Guardian
- D. One representative from each of the voluntary bar associations within the Thirteenth Judicial Circuit, including, but not limited to:
 - i. Asian Pacific American Bar Association of Tampa Bay
 - ii. Brandon Bar Association
 - iii. Carrollwood Community Bar Association
 - iv. Federal Bar Association
 - v. George Edgecomb Bar Association
 - vi. Hillsborough Association for Women Lawyers
 - vii. Plant City Bar Association
 - viii. South Asian Bar Association
 - ix. Tampa Bay Bankruptcy Bar Association
 - x. Tampa Bay Hispanic Bar Association
 - xi. Tampa Bay Paralegal Association
 - xii. Temple Terrace Bar Association
 - xiii. LGBT Bar Association of Tampa Bay

- E. One representative from each of the following Committees, Divisions, and Sections of the Hillsborough County Bar Association, including, but not limited to:
 - i. Appellate Practice Law Section
 - ii. Collaborative Law Section
 - iii. Community Services Committee
 - iv. Construction Law Section
 - v. Corporate Counsel Section
 - vi. Criminal Law Section
 - vii. Eminent Domain Law Section
 - viii. Environmental & Land Use Law Section
 - ix. Health Care Law Section
 - x. Immigration & Nationality Section
 - xi. Intellectual Property Law Section
 - xii. Labor & Employment Law Section
 - xiii. Leadership Institute
 - xiv. Marital and Family Law Section
 - xv. Mediation & Arbitration Law Section
 - xvi. Military Liaison Committee
 - xvii. Real Property, Probate & Trust Law Section
 - xviii. Senior Counsel Section
 - xix. Solo/Small Firm Practitioners Section
 - xx. Tax Law Section
 - xxi. Trial & Litigation Section
 - xxii. Workers' Compensation Section
 - xxiii. Young Lawyers Division
 - xxiv. 5K Race to the Courthouse Committee
 - xxv. Elder Law Section
- F. One representative from each of the following local law schools:
 - i. Stetson University College of Law
 - ii. Thomas Cooley Law School
- G. At least one public member; and
- H. At least one client-eligible member.

4. Administrator

The Committee will appoint or create a legally qualified entity (the “Administrator”) to administer the Thirteenth Judicial Circuit Pro Bono Plan. The Committee has the authority to maintain or replace the Administrator. The Committee is responsible for assisting the Administrator in providing legal representation or assistance to the indigent in accordance with the rules adopted by

the Florida Supreme Court. Since 1993, the Administrator has been and continues to be Bay Area Legal Services.

5. Annual Report

The Administrator will submit an annual report to the Committee which includes an assessment of attorney participation in the *pro bono* program during the preceding year and a plan for carrying out the *pro bono* program in the coming year.

6. Committee Responsibilities

In meeting its responsibilities under Rule 4-6.5(c)(2) of the Rules Regulating The Florida Bar, the Committee will meet periodically during the year to consider and review the Administrator’s work, to oversee and allocate any funding, and to make recommendations on the community’s needs, the possible resources available to meet those needs, and its long-term plan to fulfill the legal profession’s obligation to its community. The Committee will submit an annual report to The Florida Bar Standing Committee on Pro Bono Legal Services.

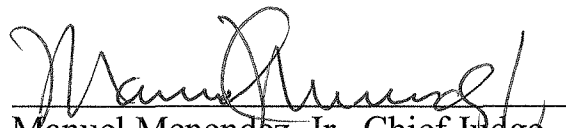
7. Previous Administrative Order Superseded

This administrative order supersedes Administrative Order S-2012-040 (*Pro Bono Service*).

8. Effective Date

This administrative order is effective July 1, 2014.

It is ORDERED nunc pro tunc July 1, 2014, in Tampa, Hillsborough County, Florida, on this 2ND day of July, 2014.


Manuel Menendez, Jr., Chief Judge

Original to: Pat Frank, Clerk of the Circuit Court
Copy to: Rosemary Armstrong, Esquire
The Honorable Matthew C. Lucas, Thirteenth Judicial Circuit Court
Judge
The Honorable Ashley B. Moody, Thirteenth Judicial Circuit Court
Judge

The Honorable Catherine Peek McEwen, United States Bankruptcy
Court Judge

Hillsborough County Bar Association

Asian Pacific American Bar Association of Tampa Bay

Brandon Bar Association

Carrollwood Community Bar Association

Federal Bar Association

George Edgecomb Bar Association

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