

**BEFORE THE SUPREME COURT COMMITTEE ON PROFESSIONAL CONDUCT  
PANEL B**

IN RE: **SUSAN JONES**  
Arkansas Bar ID # 81101  
CPC Docket No. 2007-014

CONSENT FINDINGS & ORDER

The formal charges of misconduct upon which this Consent Order is premised, involving respondent attorney Susan Jones of Garland County, Arkansas, arose from information brought to the attention of the Committee on Professional Conduct by Stephanie Brogdon. Following Respondent Attorney's receipt of the formal complaint, the attorney entered into discussion with the Executive Director which has resulted in an agreement to discipline by consent pursuant to Section 20.B of the Arkansas Supreme Court Procedures Regulating Professional Conduct of Attorneys at Law (2002).

Stephanie Brogdon retained Ms. Jones's services in March 2006 to file an uncontested divorce, and she paid her \$440. After several months, Ms. Brogdon found it difficult to contact Ms. Jones in regards to the status of her case. After her attempts to contact Ms. Jones by telephone failed, Ms. Brogdon emailed Ms. Jones and threatened to file a complaint against her. In response, Ms. Jones apologized for her failure to contact Ms. Brogdon, and she thereafter filed the divorce complaint in October 2006. When Ms. Jones realized that the court's file did not contain a waiver signed by Ms. Brogdon's estranged husband, she requested that Ms. Brogdon take it to him for signature before a notary and then take it, along with a proposed decree, to the courthouse for the judge's approval. Ms. Brogdon took these documents to the courthouse on November 17, 2006, and the Order was entered on November 20, 2006.

Upon consideration of the formal complaint and attached exhibits, admissions made by the

respondent attorney, the terms of the written consent, the approval of Panel B of the Committee on Professional Conduct, and the Arkansas Model Rules of Professional Conduct, the Committee on Professional Conduct finds:

A. Ms. Jones's conduct violated Rule 1.3 in that she did not, in her representation of Ms. Brogdon, act with due diligence in the filing of an uncontested divorce nearly seven months after she had been retained. Rule 1.3 requires that a lawyer act with reasonable diligence and promptness in representing a client.

B. Ms. Jones's conduct violated Rule 1.4(a)(3) in that she failed to maintain communication with Ms. Brogdon as to the status of her uncontested divorce. Rule 1.4(a)(3) requires that a lawyer keep the client reasonably informed about the status of a matter.

C. Ms. Jones's conduct violated Rule 1.4(a)(4) in that she failed to respond to Ms. Brogdon's telephone messages and failed to respond to the correspondence sent by Ms. Brogdon concerning the status of her case. Rule 1.4(a)(4) requires that a lawyer shall promptly comply with reasonable requests for information.

WHEREFORE, in accordance with the consent to discipline presented by Susan Jones and the Executive Director, it is the decision and order of the Arkansas Supreme Court Committee on Professional Conduct that Respondent **SUSAN JONES**, Arkansas Bar No. 81101, be, and hereby is, **CAUTIONED** for his conduct in this matter and assessed Committee costs of \$50.00. The costs assessed herein shall be payable by cashier's check or money order payable to the "Clerk, Arkansas Supreme Court" delivered to the Office of Professional Conduct with thirty (30) days of the date this Findings and Order is filed of record with the Clerk of the Arkansas Supreme Court.

ARKANSAS SUPREME COURT COMMITTEE  
ON PROFESSIONAL CONDUCT - PANEL B

By \_\_\_\_\_  
Henry Hodges, Chairperson

Date \_\_\_\_\_