

**Pennsylvania**

**Continuing**

**Legal**

**Education**

**Board**

**1999 Membership**

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Vincent J. Grogan, Esq., *Vice Chairman*  
Carmen P. Belefonte, Esq.  
Ruth E. Ganister, Esq.  
Robert S. Grigsby, Esq.  
Alan C. Kessler, Esq.  
John F. Mizner, Esq.  
Arthur L. Piccone, Esq.  
Paul Michael Pohl, Esq.  
Sandor Yelen, Esq.

**Staff:**

Karen K. Spicer, *Administrator*

**Legal Authorization:**

Title 204 - Judicial System General Provisions Part V. Professional  
Ethics and Conduct [204 PA Code C. 82]  
Pennsylvania Rules for Continuing Legal Education; No. 99 Supreme  
Court Rules Doc. No. 1

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## History/Background

With the promulgation by the Pennsylvania Supreme Court of the Pennsylvania Rules for Continuing Legal Education on January 7, 1992, Pennsylvania became the thirty-eighth state in the union to require attorneys to participate in formal continuing legal education (CLE).

It is the responsibility of the Continuing Legal Education Board (PACLE) to administer the rules pertaining to such education for attorneys. This responsibility began with establishing the entire continuing legal education requirements system and continues to include updating the requirements and rules as necessary, monitoring each attorney's compliance with the requirements, notifying attorneys of CLE status, and accrediting and monitoring CLE providers and courses.

The board established the following goals early in its existence:

- create and maintain a credible and respected CLE program in Pennsylvania
- be lawyer friendly
- make compliance easy for lawyers
- minimize paperwork for lawyers
- utilize the most modern, efficient and effective methods of communication
- automate as much as possible through computerization.

The board is comprised of ten active Pennsylvania attorneys appointed by the Supreme Court. Member terms are three years in length, and no member may serve more than two consecutive terms.

## Compliance Requirements and Deadlines

Annual CLE credit-hour requirements are met by completion of accredited courses in the areas of substantive law, practice and procedure, ethics, professionalism or substance abuse.

Lawyers in each compliance year group must complete twelve hours of CLE, including a minimum of one hour of ethics, professionalism or substance abuse before the compliance year deadline.

Compliance deadlines and CLE requirements are based on one of three annual compliance periods to which lawyers have been assigned by random selection of lawyer identification numbers. The annual deadline dates are April 30, August 31 or December 31.

## Board Organization

To best accomplish the requirements set forth by the Pennsylvania Rules for Continuing Legal Education, the Continuing Legal Education Board is organized into four committees, each covering a major area of operations: Accreditation, Administration, Audit and Compliance. A description of each committee follows.

### *Accreditation Committee*

The Accreditation Committee has four members: Carmen P. Belefonte, Esq., chair; Arthur L. Piccone, Esq.; Ruth E. Ganister, Esq.; and Sandor Yelen, Esq. Its duties include certification of providers and courses, CLE program standards, adequacy of course availability, and course and provider accreditation standards.

### *Administration Committee*

The Administration Committee includes James C. Schwartzman, Esq., chair; Vincent J. Grogan, Esq., vice chair; and Paul Michael Pohl, Esq. It handles matters involving staff, employee relations, benefits, office equipment, office operations, fees and banking, and those enhancements to program administration necessary to ensure quality and efficiency.

### *Audit Committee*

The Audit Committee has three members: James C. Schwartzman, Esq.; Vincent J. Grogan, Esq., Vice Chair; and Paul Michael Pohl, Esq. It oversees the budget, annual independent audit and audit of board operations. It continues to monitor the board's financial software, operating procedures and reporting. It is also the liaison between the board and the board's accountants, KPMG Peat Marwick.

### *Compliance Committee*

James C. Schwartzman, Esq., chair; John F. Mizner, Esq.; Robert S. Grigsby, Esq.; and Alan C. Kessler, Esq. comprise the Compliance Committee. This committee oversees attorney compliance; reviews requests for waivers, extensions and deferrals from lawyers; reviews determination of lawyer noncompliance; and makes recommendations to the board for action regarding these issues.

## **1999 Board Actions and Operations Highlights**

The board held four meetings and a provider conference in 1999. In April the board held the first strategic planning session. This two-day meeting was designed to provide a comprehensive historical perspective for new board members, to review the board's goals and current status, and to discuss plans and objectives for the future.

The October provider conference was very highly rated by the 65 people representing 44 organizations who attended. This year's conference featured the introduction of ASAP Nexus, the web-enabled version of Automated System for Accredited Providers (ASAP); a workshop on best practices of continuing legal education providers; and a motivational speaker on effective communications.

The board continues to emphasize the importance of interesting, high quality CLE programs with the 170 accredited providers of CLE in Pennsylvania. To that end, PACLE developed ASAP, which is licensed to accredited providers and allows for automated course registration as well as electronic submission of upcoming courses and course attendance rosters to the PACLE office. It is successfully in use by 17 accredited providers. Processing of credit hours electronically using ASAP exceeded 550,000 of the 614,944 credit hours received.

In continued pursuit of the PACLE Board goal to use the most modern and efficient technology, the board is taking the next practical step and introducing ASAP to the Internet. Merging ASAP's functionality into a Web-enabled environment will create an accurate, efficient and user-friendly Web site called ASAP Nexus.

In 1999 the board's Web site was enhanced to add a section on our commitment to quality. This section includes the board's goals, detailed information concerning provider accreditation, links to CLEvaluation and a staff directory to allow e-mail directly to staff.

PACLE licensed the CLECTS (Continuing Legal Education Compliance Tracking System) to the Ohio Supreme Court CLE Commission and the New Mexico State Bar Association. The CLECTS was programmed by PACLE to meet the two states' CLE requirements.

### **Y2K**

PACLE's objective was to be Year 2000 compliant by November 30, 1999. To reach this, PACLE:

- inventoried/assessed all PACLE hardware, software and peripherals, which include printers, servers, operating system software and application software, four times during 1999

- purchased, installed and tested new server, operations system software and application software for PACLE's Lucent "Conversant" text-to-voice communication information system
- purchased, installed and tested new server, O/S software and application software for PACLE's Lucent "Intuity" Message Manager Voice Messaging System
- purchased, installed and tested:
  - one new workstation server
  - new network communication software for HP-UX AS/9000.


### *Attorney Compliance*

Lawyer compliance with requirements of Pennsylvania CLE Rules remains very high. Chart 3.6.1 on page 61 displays the compliance rate and number of lawyers in each group whose names were submitted to the Disciplinary Board of the Supreme Court for failure to meet CLE requirements.

### **Looking Ahead to 2000**

The board plans to petition the Supreme Court to remove the for-profit restriction on CLE providers; complete ASAP Nexus for Pennsylvania providers; explore avenues to reduce costs of CLE for lawyers; and implement the law firm services program, which will automate compliance status lists to CLE coordinators of large law firms or government agencies. The quality of CLE will continue to be high on the board's priority.

### **Contact Person**

Questions about CLE or the Pennsylvania Continuing Legal Education Board may be directed to Karen K. Spicer, Administrator, at (800) 497-2253 or (717) 795-2139. Or you may write to the board at 5035 Ritter Road, Suite 500; Mechanicsburg, PA 17055 or e-mail at [pacleb@pacle.org](mailto:pacleb@pacle.org). The board's Web site is located at [www.pacle.org](http://www.pacle.org). 

Attorney Compliance				
Compliance Year Ending	# Lawyers Subject to Requirements	# Lawyers Complying	# Lawyers Involuntarily Inactivated	Compliance Rates
<b>Group 1</b>				
92-93 - April 93	17,100	16,959	141	99.2%
93-94 - April 94	17,300	17,179	121	99.3%
94-95 - April 95	17,619	17,552	67	99.6%
95-96 - April 96	17,873	17,768	105	99.4%
96-97 - April 97	17,804	17,639	165	99.1%
97-98 - April 98	17,665	17,523	142	99.2%
98-99 - April 99	17,864	17,751	113	99.4%
<b>Group 2</b>				
92-93 - August 93	17,124	16,868	256	98.5%
93-94 - August 94	17,289	17,134	155	99.1%
94-95 - August 95	17,649	17,540	109	99.4%
95-96 - August 96	17,595	17,507	87	99.5%
96-97 - August 97	17,410	17,294	116	99.3%
97-98 - August 98	17,613	17,511	102	99.5%
98-99 - August 99	17,756	17,666	90	99.5%
<b>Group 3</b>				
92-93 - December 93	17,269	16,936	333	98.1%
93-94 - December 94	17,474	17,414	60	99.7%
94-95 - December 95	17,679	17,574	105	99.4%
95-96 - December 96	17,542	17,430	112	99.4%
96-97 - December 97	17,582	17,456	126	99.3%
97-98 - December 98	17,781	17,647	134	99.2%
98-99 - December 99	17,968	*	*	*
*Information for this compliance period will be available after August 20, 2000.				

Table 3.6.1