

BEFORE THE BOARD OF DISCIPLINARY APPEALS
APPOINTED BY
THE SUPREME COURT OF TEXAS



FILED

9/16/26

THE BOARD OF DISCIPLINARY APPEALS
Appointed by the Supreme Court of Texas

IN THE MATTER OF
MARY MANKESI PANZU
STATE BAR CARD NO. 24066911

§
§
§

CAUSE NO. 73891

AFFIDAVIT

THE STATE OF TEXAS

COUNTY OF Tarrant

BEFORE ME, the undersigned authority, on this day personally appeared Craig H. Morford, who, being by me duly sworn, deposed as follows:

"My name is Craig H. Morford - I am INDEPENDENT contractor myself as a JBCE certified private process server. I am over the age of 18 years, of sound mind, capable of making this affidavit, and state the following:

I have no interest pecuniary or otherwise in Cause No. 73891; In the Matter of Mary Mankesi Panzu, State Bar Card No. 24066911; Before the Board of Disciplinary Appeals, Appointed by the Supreme Court of Texas.

The following documents came to hand for service on September 2, 2026, at 9:41 o'clock A.m.: A letter dated September 1, 2026, addressed to Jenny Hodgkins and the Commission for Lawyer Discipline's Petition for Compulsory Discipline, which includes exhibits and a Hearing Notice.

On September 4, 2026, at 2:09 o'clock P.m., I delivered in hand to a person known to me to be Mary Mankesi Panzu, at 1521 N. Cooper St. Ste # 570 5th floor at Mary Mankesi Panzu attorney at law Arlington, TX. 76011 full address, city, state and zip code), a letter dated September 1, 2026, addressed to Jenny Hodgkins and the Commission for Lawyer Discipline's Petition for Compulsory Discipline, which includes exhibits and a Hearing Notice, true and correct copies of which are attached hereto."

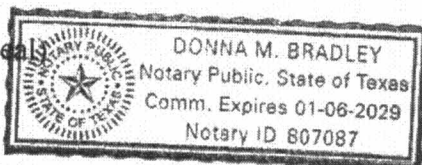
FURTHER Affiant saith not.

Craig H. Morford PSC #8827
(Signature)

CRAIG H MORFORD EXP. 06/30/2028
(Printed Name)

SWORN AND SUBSCRIBED before me on the 14 day of Sept 2026.

(stamp or seal)



Donna M. Bradley
NOTARY PUBLIC IN AND FOR
THE STATE OF TEXAS

STATE BAR OF TEXAS



FILED
Sep 01 2026

THE BOARD of DISCIPLINARY APPEALS
Appointed by the Supreme Court of Texas

Office of the Chief Disciplinary Counsel

September 1, 2026

Ms. Jenny Hodgkins
Board of Disciplinary Appeals
Supreme Court of Texas
P. O. Box 12426
Austin, Texas 78711

Via e-filing filing@txboda.org

Re: *In the Matter of Mary Mankesi Panzu, State Bar Card No. 24066911*; Before the Board of
Disciplinary Appeals Appointed by the Supreme Court of Texas

Dear Ms. Hodgkins:

Attached please find the Petition for Compulsory Discipline of Respondent, Mary Mankesi Panzu, which includes a Notice of Hearing. Please file the original Petition with the Board. Additionally, please file-mark and acknowledge the cause number and return a copy to me.

A true and correct copy of this letter, and a file-marked copy of the Petition for Compulsory Discipline and Notice of Hearing will be served on Ms. Panzu.

Sincerely,

Amanda M. Kates
Assistant Disciplinary Counsel
Office of Chief Disciplinary Counsel
State Bar of Texas

AMK/aa
Attachment



FILED
Sep 01 2026

THE BOARD of DISCIPLINARY APPEALS
Appointed by the Supreme Court of Texas

**BEFORE THE BOARD OF DISCIPLINARY APPEALS
APPOINTED BY
THE SUPREME COURT OF TEXAS**

**IN THE MATTER OF
MARY MANKESI PANZU
STATE BAR CARD NO. 24066911**

§
§
§

CAUSE NO. 73891

PETITION FOR COMPULSORY DISCIPLINE

TO THE BOARD OF DISCIPLINARY APPEALS:

The Commission for Lawyer Discipline (hereinafter referred to as the "Commission"), brings this compulsory discipline action against attorney Mary Mankesi Panzu (hereinafter referred to as "Respondent"), and would show the following:

1. This action is commenced by the Commission pursuant to Part VIII of the Texas Rules of Disciplinary Procedure. The Commission is providing Respondent a copy of this Board's procedures for handling a compulsory discipline matter by attaching a copy of such procedures to this petition.

2. Respondent, Mary Mankesi Panzu, may be served with a true and correct copy of this Petition for Compulsory Discipline and its attachments, as well as a notice of hearing, at Mary Mankesi Panzu, 1521 N Cooper Street, Ste. 800, Arlington, Texas 76011-5580.

3. On or about August 8, 2025, a Complaint (Exhibit 1) was filed against Mary Mankesi P. Vanzalutonda in Cause No. 1883169, 432nd District Court, Tarrant County, Texas, that states in pertinent part as follows:

IN THE NAME AND BY THE AUTHORITY OF THE STATE OF TEXAS:

Before me, the undersigned Assistant Criminal District Attorney of Tarrant County, Texas, this day personally appeared affiant, who upon his oath says that he has good reason to believe and does believe

THAT MARY MANKESI P VANZALUTONDA, HEREINAFTER CALLED DEFENDANT, ON OR ABOUT THE 23RD DAY OF FEBRUARY 2025, IN THE COUNTY OF TARRANT, STATE OF TEXAS, DID OPERATE A MOTOR VEHICLE IN A PUBLIC PLACE WHILE THE SAID DEFENDANT WAS INTOXICATED AND SAID MOTOR VEHICLE WAS OCCUPIED BY A PASSENGER YOUNGER THAN FIFTEEN YEARS OF AGE,

AGAINST THE PEACE AND DIGNITY OF THE STATE.

4. On or about August 26, 2025, an Indictment (Exhibit 2) was filed against Mary Mankesi P. Vanzalutonda in Cause No. 1883169, 432nd District Court, Tarrant County, Texas, that states in pertinent part as follows:

IN THE NAME AND BY THE AUTHORITY OF THE STATE OF TEXAS:

THE GRAND JURORS OF TARRANT COUNTY, TEXAS, DULY ELECTED, TRIED, EMPANELED, SWORN, AND CHARGED TO INQUIRE OF OFFENSES COMMITTED IN TARRANT COUNTY, IN THE STATE OF TEXAS, UPON THEIR OATHS, DO PRESENT IN AND TO THE CRIMINAL DISTRICT COURT NO. 4, OF THE SAID COUNTY THAT MARY MANKESI P VANZALUTONDA, HEREINAFTER CALLED DEFENDANT, ON OR ABOUT THE 23RD DAY OF FEBRUARY 2025, IN THE COUNTY OF TARRANT, STATE OF TEXAS, DID OPERATE A MOTOR VEHICLE IN A PUBLIC PLACE WHILE THE SAID DEFENDANT WAS INTOXICATED AND SAID MOTOR VEHICLE WAS OCCUPIED BY A PASSENGER YOUNGER THAN FIFTEEN YEARS OF AGE,

AGAINST THE PEACE AND DIGNITY OF THE STATE.

5. On or about May, 27, 2026, an Amended Indictment (Exhibit 3) was filed against Mary Mankesi P. Vanzalutonda in Cause No. 1883169, 432nd District Court, Tarrant County, Texas, that states in pertinent part as follows:

IN THE NAME AND BY THE AUTHORITY OF THE STATE OF TEXAS:

THE GRAND JURORS OF TARRANT COUNTY, TEXAS, DULY ELECTED, TRIED, EMPANELED, SWORN, AND CHARGED TO INQUIRE OF OFFENSES COMMITTED IN TARRANT COUNTY, IN

THE STATE OF TEXAS, UPON THEIR OATHS, DO PRESENT IN AND TO THE CRIMINAL DISTRICT COURT NO. 4, OF THE SAID COUNTY

THAT MARY MANKESI P VANZALUTONDA, HEREINAFTER CALLED DEFENDANT, ON OR ABOUT THE 23RD DAY OF FEBRUARY 2025, IN THE COUNTY OF TARRANT, STATE OF TEXAS, DID OPERATE A MOTOR VEHICLE IN A PUBLIC PLACE WHILE THE SAID DEFENDANT WAS INTOXICATED AND SAID MOTOR VEHICLE WAS OCCUPIED BY A PASSENGER YOUNGER THAN FIFTEEN YEARS OF AGE,

COUNT TWO: AND IT IS FURTHER PRESENTED IN AND TO SAID COURT THAT THE DEFENDANT IN THE COUNTY OF TARRANT AND STATE AFORESAID ON OR ABOUT THE 23RD DAY OF FEBRUARY, 2025, DID, HAVING CUSTODY, CARE OR CONTROL OF A CHILD, INTENTIONALLY ABANDON THE CHILD OR INDIVIDUAL IN ANY PLACE UNDER THE CIRCUMSTANCES THAT EXPOSED THE CHILD OR INDIVIDUAL TO AN UNREASONABLE RISK OF HARM.

COUNT THREE: AND IT IS FURTHER PRESENTED IN AND TO SAID COURT THAT THE DEFENDANT IN THE COUNTY OF TARRANT AND STATE AFORESAID ON OR ABOUT THE 23RD DAY OF FEBRUARY, 2025, DID OPERATE A MOTOR VEHICLE IN A PUBLIC PLACE WHILE THE SAID DEFENDANT WAS INTOXICATED,

Defendant waives formal indictment of count two and waiving ten day notice of charging of the charge.

AGAINST THE PEACE AND DIGNITY OF THE STATE.

6. On or about May 27, 2026, an Order of Deferred Adjudication (Exhibit 4) was entered in Cause Number 1883169, styled *The State of Texas v. Mary Mankesi P. Vanzalutonda*, in the 432nd District Court, Tarrant County, Texas, wherein Respondent pled guilty to the offense of Abandon/Endanger Child Indv w/Intent Return, a State Jail Felony, in violation of Texas Penal Code 22.041(d)(1). Respondent was placed on Deferred Adjudication Community Supervision for a period of five (5) years. Additional terms of probation include interlock for the entire term of

probation, TLAP, and probation shall not be transferred to another jurisdiction. Respondent was further ordered to pay \$290.00 in court costs.

7. Attached hereto are true and correct copies of the following documents in the Vanzalutonda criminal case: Complaint filed August 8, 2025 (Exhibit 1); Indictment filed August 26, 2025 (Exhibit 2); Amended Indictment filed May 27, 2026 (Exhibit 3); and Order of Deferred Adjudication entered May 27, 2026 (Exhibit 4). The Commission expects to introduce certified copies of all exhibits at the time of hearing of this cause.

8. Respondent, Mary Mankesi Panzu, whose bar card number is 24066911, is the same person as May Mankesi P. Vanzalutonda, who is the subject of the Complaint, Indictment, Amended Indictment, and Order of Deferred Adjudication, described above, true and correct copies of which are attached hereto.

9. Attached hereto as Exhibit 5 is a true and correct copy of an affidavit of Amanda M. Kates, Attorney of Record for the Commission herein, attesting to the fact that Respondent is the same person as the person who is the subject of the Complaint, Indictment, Amended Indictment, and Order of Deferred Adjudication, entered in the Vanzalutonda criminal case. The Commission expects to introduce the original of said affidavit at the time of hearing of this cause.

10. The offense for which Respondent was convicted is an Intentional Crime (as defined by Rule 1.06(V)(1) of the Texas Rules of Disciplinary Procedure) because Respondent's offense is a Serious Crime (as defined by Rule 1.06(GG), Texas Rules of Disciplinary Procedure) that requires knowledge or intent as an essential element.

11. Having been found guilty of an Intentional and Serious crime, and such judgment being final, Respondent is subject to compulsory discipline as provided in Part VIII, Texas Rules of Disciplinary Procedure.

PRAYER

WHEREFORE, PREMISES CONSIDERED, the Commission prays that Respondent be given notice of these proceedings as provided by law and, upon hearing of this matter, that the Board enter an order imposing compulsory discipline on Respondent and for such other and further relief to which the Commission may be entitled to receive.

Respectfully submitted,

Seana Willing
Chief Disciplinary Counsel

Amanda M. Kates
Assistant Disciplinary Counsel
Office of the Chief Disciplinary Counsel
STATE BAR OF TEXAS
P.O. Box 12487, Capitol Station
Austin, Texas 78711-2487
Telephone: 512.427.1350
Facsimile: 512.427.4253
Email: amanda.kates@texasbar.com



Amanda M. Kates
State Bar Card No. 24075987

CERTIFICATE OF SERVICE

I hereby certify that a true and correct copy of the foregoing instrument has been sent for service on Mary Mankesi Panzu, 1521 N Cooper Street, Ste. 800, Arlington, Texas 76011-5580, Via Personal Service on this 1st day of September, 2026.



Amanda M. Kates

NOTICE OF HEARING

NOTICE IS HEREBY GIVEN that a trial on the merits of the Petition for Compulsory Discipline heretofore sent to be filed with the Board of Disciplinary Appeals on this day, will be held in the courtroom of the Supreme Court of Texas, Tom C. Clark Building, 14th and Colorado Streets, Austin, Texas, at 9:00 a.m. on the **30th day of October, 2026**. The Board of Disciplinary Appeals will notify the parties of any changes to the hearing location or format.



Amanda M. Kates



A TRUE AND CORRECT COPY OF
ORIGINAL DOCUMENT FILED IN
THE DISTRICT CLERK'S OFFICE:
ATTEST: 06/29/2026

MARY MANKESI P VANZALUTONDA
DISTRICT CLERK
TARRANT COUNTY, TEXAS
BY: /s/ Autumn Osmani

FILED
TARRANT COUNTY
8/8/2025 1:06PM
THOMAS A. WILDER
DISTRICT CLERK
AO

RACE Black SEX Female AGE 42 DOB 5/26/1983

CASE NO. 1883169

CID NO. 0555596

OFFENSE DRIVING WHILE INTOXICATED W/CHILD UNDER
15 YOA

OFFENSE DATE 2/23/2025

I.P. STATE OF TEXAS

AGENCY ARLINGTON PD

432nd DISTRICT COURT

THE STATE OF TEXAS VS. MARY MANKESI P VANZALUTONDA

COMPLAINT NO: 1883169

IN THE NAME AND BY THE AUTHORITY OF THE STATE OF TEXAS:

Before me, the undersigned Assistant Criminal District Attorney of Tarrant County, Texas, this day personally appeared affiant, who upon his oath says that he has good reason to believe and does believe

THAT MARY MANKESI P VANZALUTONDA, HEREINAFTER CALLED DEFENDANT, ON OR ABOUT THE 23RD DAY OF FEBRUARY 2025, IN THE COUNTY OF TARRANT, STATE OF TEXAS, DID OPERATE A MOTOR VEHICLE IN A PUBLIC PLACE WHILE THE SAID DEFENDANT WAS INTOXICATED AND SAID MOTOR VEHICLE WAS OCCUPIED BY A PASSENGER YOUNGER THAN FIFTEEN YEARS OF AGE,

AGAINST THE PEACE AND DIGNITY OF THE STATE.

Sworn to and subscribed before me on this the 8th day of August, 2025

EXHIBIT
1

Matth Horady

Rod W. Henson

Affiant
COMPLAINT

Assistant Criminal District Attorney of Tarrant County, Texas



A TRUE AND CORRECT COPY OF
ORIGINAL DOCUMENT FILED IN
THE DISTRICT CLERK'S OFFICE:
ATTEST: 06/29/2026
THOMAS A. WILDER
DISTRICT CLERK
TARRANT COUNTY, TEXAS
BY: /s/ Autumn Osmani

FILED
TARRANT COUNTY
8/26/2025 1:27PM
THOMAS A. WILDER
DISTRICT CLERK
DT

NAME MARY MANKESI P VANZALUTONDA

RACE Black SEX Female AGE 42 DOB
5/26/1983

CASE NO. 1883169

CID NO. 0555596

OFFENSE DRIVING WHILE INTOXICATED W/CHILD
UNDER 15 YOA

OFFENSE DATE 2/23/2025

I.P. STATE OF TEXAS

AGENCY ARLINGTON PD

432nd DISTRICT COURT

THE STATE OF TEXAS VS. MARY MANKESI P VANZALUTONDA

INDICTMENT NO: 1883169

IN THE NAME AND BY THE AUTHORITY OF THE STATE OF TEXAS:

THE GRAND JURORS OF TARRANT COUNTY, TEXAS, DULY ELECTED, TRIED, EMPANELED, SWORN, AND CHARGED TO INQUIRE OF OFFENSES COMMITTED IN TARRANT COUNTY, IN THE STATE OF TEXAS, UPON THEIR OATHS, DO PRESENT IN AND TO THE CRIMINAL DISTRICT COURT NO. 4, OF THE SAID COUNTY

THAT MARY MANKESI P VANZALUTONDA, HEREINAFTER CALLED DEFENDANT, ON OR ABOUT THE 23RD DAY OF FEBRUARY 2025, IN THE COUNTY OF TARRANT, STATE OF TEXAS, DID OPERATE A MOTOR VEHICLE IN A PUBLIC PLACE WHILE THE SAID DEFENDANT WAS INTOXICATED AND SAID MOTOR VEHICLE WAS OCCUPIED BY A PASSENGER YOUNGER THAN FIFTEEN YEARS OF AGE,

AGAINST THE PEACE AND DIGNITY OF THE STATE.

Foreman of the Grand Jury

EXHIBIT

2



A TRUE AND CORRECT COPY OF
ORIGINAL DOCUMENT FILED IN
THE DISTRICT CLERK'S OFFICE:
ATTEST: 06/29/2026
THOMAS A. WILDER
DISTRICT CLERK
TARRANT COUNTY, TEXAS
BY: /s/ Autumn Osmani

NAME MARY MANKESI P VANZALUTONDA

RACE Black SEX Female AGE 43 DOB
5/26/1983

CASE NO. 1883169

CID NO. 0555596

OFFENSE DRIVING WHILE INTOXICATED W/CHILD
UNDER 15 YOA

OFFENSE DATE 2/23/2025

I.P. STATE OF TEXAS

AGENCY ARLINGTON PD

432nd DISTRICT COURT

FILED
THOMAS A WILDER, DIST. CLERK
TARRANT COUNTY, TEXAS

MAY 27 2026

TIME

BY

DEPUTY

THE STATE OF TEXAS VS. MARY MANKESI P VANZALUTONDA

AMENDED INDICTMENT NO: 1883169

IN THE NAME AND BY THE AUTHORITY OF THE STATE OF TEXAS:

THE GRAND JURORS OF TARRANT COUNTY, TEXAS, DULY ELECTED, TRIED, EMPANELED, SWORN, AND
CHARGED TO INQUIRE OF OFFENSES COMMITTED IN TARRANT COUNTY, IN THE STATE OF TEXAS, UPON
THEIR OATHS, DO PRESENT IN AND TO THE CRIMINAL DISTRICT COURT NO. 4, OF THE SAID COUNTY

THAT MARY MANKESI P VANZALUTONDA, HEREINAFTER CALLED DEFENDANT, ON OR ABOUT THE 23RD
DAY OF FEBRUARY 2025, IN THE COUNTY OF TARRANT, STATE OF TEXAS, DID OPERATE A MOTOR
VEHICLE IN A PUBLIC PLACE WHILE THE SAID DEFENDANT WAS INTOXICATED AND SAID MOTOR VEHICLE
WAS OCCUPIED BY A PASSENGER YOUNGER THAN FIFTEEN YEARS OF AGE,

COUNT TWO: AND IT IS FURTHER PRESENTED IN AND TO SAID COURT THAT THE DEFENDANT IN THE
COUNTY OF TARRANT AND STATE AFORESAID ON OR ABOUT THE 23RD DAY OF FEBRUARY, 2025, DID,
HAVING CUSTODY, CARE OR CONTROL OF A CHILD, INTENTIONALLY ABANDON THE CHILD OR
INDIVIDUAL IN ANY PLACE UNDER THE CIRCUMSTANCES THAT EXPOSED THE CHILD OR INDIVIDUAL TO
AN UNREASONABLE RISK OF HARM.

COUNT THREE: AND IT IS FURTHER PRESENTED IN AND TO SAID COURT THAT THE DEFENDANT IN THE
COUNTY OF TARRANT AND STATE AFORESAID ON OR ABOUT THE 23RD DAY OF FEBRUARY, 2025, DID
OPERATE A MOTOR VEHICLE IN A PUBLIC PLACE WHILE THE SAID DEFENDANT WAS INTOXICATED,

Defendant waives formal indictment of count two and
waiving ten day notice of changing of the charge.
AGAINST THE PEACE AND DIGNITY OF THE STATE.

TOBIAS LOPEZ

FOR LEON HALEY

Foreman of the Grand Jury

MARY VANZALUTONDA

EXHIBIT

3



NO. 1883169

FILED
THOMAS A WILDER, DIST. CLERK
TARRANT COUNTY, TEXAS

THE STATE OF TEXAS

§
§
§
§
§

432nd DISTRICT COURT

MAY 27 2026

TIME

BY

DEPUTY

V.

MARY MANKESI P VANZALUTONDA

TARRANT COUNTY, TEXAS

PLEA ADMONISHMENTS

On 27th day of May, 2026, you, the defendant in this case, are admonished in writing under the requirements of law of the following:

1. Offense(s) Charged, Range(s) of Punishment, and State's Recommendation:

Count 1:

CHARGED OFFENSE: *DRIVING WHILE INTOXICATED W/CHILD UNDER 15 YOA - 49.045(b) / 54040028 - FS - WAIVED*

Count 2:

CHARGED OFFENSE: *ABANDON/ENDANGER CHILD INDV W/INTENT RETURN - 22.041(d)(1) / 38990039 - FS*

RANGE OF PUNISHMENT: *Confinement for a term of not more than 2 years or less than 180 days in a state jail; and in addition, a fine not to exceed \$10,000 may be assessed.*

STATE'S RECOMMENDATION: *ABANDON/ENDANGER CHILD INDV W/INTENT RETURN - 22.041(d)(1) / 38990039 - FS*

SPECIAL FINDINGS AND ENHANCEMENTS: *N/A*

RANGE OF PUNISHMENT: *Confinement for a term of not more than 2 years or less than 180 days in a state jail; and in addition, a fine not to exceed \$10,000 may be assessed.*

TERMS: *Deferred Adjudication - 5Y + interlock for the entire term of probation + TLAP + probation shall not be transferred to another jurisdiction*

Count 3:

CHARGED OFFENSE: *DRIVING WHILE INTOXICATED - 49.04 / 54040009 - MB*

RANGE OF PUNISHMENT: *3-180 days in the Tarrant County Jail and/or a fine not to exceed \$2,000*

STATE'S RECOMMENDATION: *DRIVING WHILE INTOXICATED - 49.04 / 54040009 - MB*

SPECIAL FINDINGS AND ENHANCEMENTS: *N/A*

RANGE OF PUNISHMENT: *3-180 days in the Tarrant County Jail and/or a fine not to exceed \$2,000*

TERMS: *Probation - 180Y/24M + standard felony dwi probation conditions + other classes as recommended by CSCD*

2. Plea Recommendation: The attorney representing the state's recommendation is not binding on the Court. If the Court follows the plea recommendation, you must receive the Court's permission before you may appeal any matter, except for matters raised by written motion filed before trial or for appeals

EXHIBIT

4

Page 1 of 6



- expressly authorized by statute. If the Court rejects the plea recommendation, you will be permitted to withdraw your plea.
3. No Plea Recommendation: If you are pleading guilty or nolo contendere without the benefit of a plea recommendation, the plea proceeding is your trial. If the Court finds you guilty, your punishment can be set anywhere within the applicable range(s) of punishment. Once the Court has accepted your plea, you cannot withdraw your plea without the Court's permission and you will have only a limited right to appeal.
 4. Immigration Warning: If you are not a citizen of the United States of America, a plea of guilty or nolo contendere for the offense(s) may result in deportation, the exclusion from admission to this country, or the denial of naturalization under federal law.
 5. Firearm Warning: By entry of order or judgment, you will be ineligible under Texas law to possess a firearm, as defined in Texas Penal Code Section 46.01(3), or ammunition. Beginning now, if you possess a firearm or ammunition, it could lead to additional charges against you. If you have questions about how long you will be ineligible to possess a firearm or ammunition, you should consult an attorney.
 6. Deferred Adjudication: If the Court defers adjudicating your guilt and places you on community supervision, you may be arrested and detained if you violate any imposed condition. You will then be entitled to a hearing limited to the determination by the Court, without a jury, whether to proceed with an adjudication of your guilt upon the original charge. After adjudication of guilt, all proceedings including assessment of punishment, pronouncement of sentence, granting of community supervision, and your right to appeal continue as if adjudication of guilt had not been deferred. Upon adjudication of your guilt, the Court may assess your punishment at any length of time and at any fine within the applicable range of punishment. If you are placed on deferred adjudication for an offense under Texas Penal Code Sections 21.11, 22.011, 22.021, regardless of the age of the victim, or for an offense described by Texas Code of Criminal Procedure Article 42A.453(b), the Court finds that placing you on community supervision is in the best interest of the victim. If the Court dismisses the proceedings and discharges you from deferred adjudication community supervision under Texas Code of Criminal Procedure Article 42A.111, and unless you are ineligible because of the nature of the offense for which you are placed on deferred adjudication community supervision, or because of your criminal history, you may have a right to petition the Court for an order of nondisclosure under Texas Government Code Chapter 411, Subchapter E-1.
 7. Community Supervision: If the Court places you on community supervision, the Court is authorized to release you from the penalties and disabilities resulting from the offense as provided by Texas Code of Criminal Procedure Article 42A.701(f) if you satisfactorily fulfill the conditions of community supervision and on expiration of the period of community supervision.
 8. Sex-Offender Registration: N/A The victim's age at the time of the offense was _____.
 9. Victim-Impact Statement: N/A
 10. Notice of Plea-Bargain Agreement and Conference Regarding Disposition: N/A
 11. Right to Vote: A felony conviction impacts your right to vote in this state. To become qualified to vote in Texas after having been finally convicted of a felony, you must fully discharge your sentence, including any term of incarceration, parole, or supervision; complete your period of community supervision as ordered by this Court; or be pardoned or otherwise released from the resulting disability to vote.

**THE DEFENDANT'S WRITTEN STATEMENTS AND
WAIVERS—JOINED BY THE DEFENDANT'S ATTORNEY**

MARY MANKESI P VANZALUTONDA, in open court and joined by counsel, affirms the following statements:



ATTEST: 06/29/2026

THOMAS A. WILDER

DISTRICT CLERK

TARRANT COUNTY, TEXAS

BY: /s/ Autumn [Signature]

My true name is MARY MANKESI P VANZALUTONDA.

- 1.
2. Language:
☒ I can read English and I fully understand each of the Court's admonishments and these statements and waivers.
☐ I cannot read the English language; however, my attorney or an interpreter for my attorney has read this entire document to me in my own language and I fully understand each of the Court's admonishments and these statements and waivers.
3. Plea Consequences: I am aware of the consequences of my plea.
4. Nature of Plea: I am mentally competent, and my plea is knowingly, freely, and voluntarily entered. No one has threatened, coerced, forced, persuaded, or promised me anything in exchange for my plea.
5. Waiver of Record of Proceeding: I waive the right to a record of this proceeding
6. Waiver of Record of Inquiry into Ability to Pay Fines and Costs: I waive the right to a record of the inquiry into my ability to pay fines and costs, as required by art. 42.15(a-1), Texas Code of Criminal Procedure.
7. Jury Trial: I waive my right to trial by jury in this case. I request the consent and approval of the Court and of the attorney representing the state to this waiver.
8. Appeal: I waive all rights of appeal in this case.
9. Sex-Offender Registration: If I am entering a plea to a sexual offense listed in Texas Code of Criminal Procedure Chapter 62, my attorney has advised me concerning the registration requirements.
10. Presentence Report:
☐ The Court is not required to direct a supervision officer to prepare a presentence report, and I waive and do not request the preparation of a presentence report.
☐ The Court is required to direct a supervision officer to prepare a presentence report, and I request preparation of a presentence report.
11. Confrontation and Evidence I waive the right to confront and cross-examine the witnesses against me; the right to subpoena witnesses to testify for me; the right to remain silent and to not incriminate myself; and any objection to the introduction of evidence by stipulation, judicial confession, live testimony, affidavits, written statements of witnesses, or any other documentary evidence sufficient to establish my guilt. I request the Court's approval of these waivers.
12. Agreement to Judicially Confess: I agree to testify under oath and judicially confess my guilt as requested by my attorney or the attorney representing the state.
13. Citizenship:
☒ I am a United States citizen.
☐ I am not a United States citizen and I have been admonished that a plea of guilty or nolo contendere for the offense(s) may result in deportation, the exclusion from admission to this country, or the denial of naturalization under federal law.
14. Waiver of Ten Days and of Indictment or Information: As applicable, I waive the right to be allowed ten days to file written pleadings, to be allowed ten days to respond to the charging instrument, and to be accused by indictment or information.

MARY MANKESI P VANZALUTONDA

JUDICIAL CONFESSION

I swear my true name is MARY MANKESI P VANZALUTONDA. I have read the charging instrument filed in this case and I committed each act to which I am pleading guilty or nolo contendere as

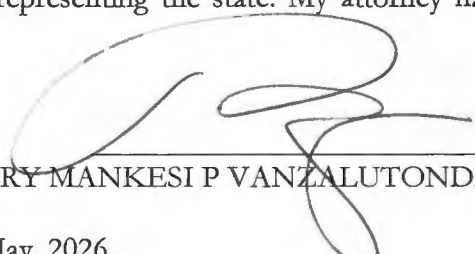


as any lesser-included offenses of those acts to which I am pleading guilty or nolo contendere. Specifically, I understand the charges against me, the charges to which I am pleading guilty or nolo contendere, and the applicable ranges of punishment. Any enhancement, habitual, or deadly-weapon allegation in the charging instrument, other than those waived or dismissed by the attorney representing the state, are true and correct.

All other affirmative findings made by the Court pursuant to this plea agreement are true and correct. I further admit my guilt on any unadjudicated offenses set forth in the plea recommendation and request the Court to take each into account in determining my sentence for the instant offense(s). I swear to the truth of these statements, and I further swear that all testimony I give in the case will be the truth, the whole truth, and nothing but the truth, so help me God.

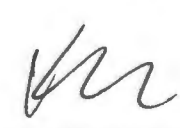
Finally, I understand the plea offer made by the attorney representing the state. My attorney has discussed with me the law and facts applicable to this case.

Error! Reference source not found.


MARY MANKESI P VANZALUTONDA

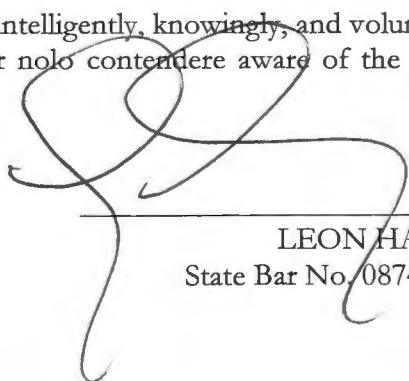
Judicial Confession sworn to and signed before me on 27th day of May, 2026.




Deputy District Clerk
Tarrant County, Texas

STATEMENTS BY DEFENDANT'S ATTORNEY

1. I have fully reviewed and explained to the defendant the Court's admonishments and the defendant's statements and waivers.
2. I am satisfied that the defendant is legally competent and has intelligently, knowingly, and voluntarily waived his rights and that the defendant will plead guilty or nolo contendere aware of the plea's consequences.


LEON HALEY
State Bar No. 08740560



CONSENT BY THE ATTORNEY REPRESENTING THE STATE

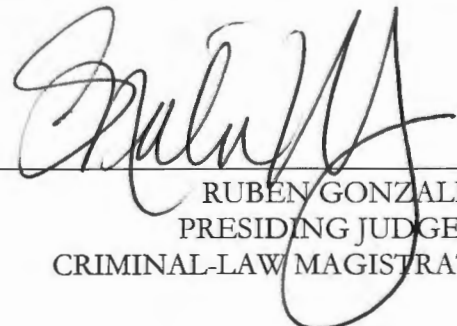
I consent to and approve of the defendant's jury-trial waiver.

/s/JESSICA BREWER
JESSICA BREWER
State Bar No. 24128423

COURT'S FINDINGS

THE COURT HEREBY FINDS THAT (1) the defendant is mentally competent to enter his/her plea, is represented by competent counsel, understands the nature of the charges against him/her, and has been warned of the consequences of his/her plea, including the minimum and maximum punishment provided by law; (2) the defendant has waived his right to a jury trial, and the attorney representing the state consents to and approves of the waiver; (3) the defendant understands the consequences of his/her plea; and (4) the defendant's plea, statements, and waivers were freely, voluntarily, knowingly, and intelligently made. The Court consents to and approves the defendant's jury-trial waiver; approves the defendant's consent to the stipulation of evidence; approves the defendant's waiver of his right against self-incrimination; and approves the defendant's waiver of the appearance, confrontation, and cross-examination of witnesses.

SIGNED 27th day of May, 2026,



RUBEN GONZALEZ
PRESIDING JUDGE or
CRIMINAL-LAW MAGISTRATE



A TRUE AND CORRECT COPY OF
ORIGINAL DOCUMENT FILED
THE DISTRICT CLERK'S OFFICE
ATTEST: 06/29/2026
THOMAS A. WILDER
DISTRICT CLERK
TARRANT COUNTY, TEXAS
BY: /s/ Autumn Osmani

FILED

THOMAS A WILDER, DIST. CLERK
TARRANT COUNTY, TEXAS

NO. 1883169-CT3

CID # 0555596

MAY 27 2026

THE STATE OF TEXAS

VS.

MARY MANKESI P VANZALUTONDA

TIME
BY

DEPUTY

§

§

§

IN THE 432ND DISTRICT COURT

OF

TARRANT COUNTY, TEXAS

CONDITIONS OF COMMUNITY SUPERVISION

☒ ADJUDICATED

You have been placed on community supervision as an alternative to incarceration on this 27th day of May, 2026 for the period of 24 Months, having been sentenced for 180 Days, for the offense of Driving While Intoxicated by the Honorable Sheila Wynn in the 432nd District Court, Tarrant County, Texas.

It is the order of the court that you shall comply with the following terms and conditions of community supervision:

1. Commit no offense against the laws of this State or of any other State or of the United States.
2. Report for all court appearances and settings.
3. Report to the Community Supervision and Corrections Department of Tarrant County, Texas, immediately following this hearing, and no less than monthly thereafter, or as scheduled by the court or supervision officer and obey all rules and regulations of the department.
4. Avoid persons and places of disreputable or harmful character.
5. Permit the supervision officer to visit you at your home or elsewhere at any time.
6. Work faithfully at suitable employment and furnish proof of employment to your supervision officer.
7. Provide a valid and accurate address to the Community Supervision and Corrections Department of Tarrant County, Texas, immediately following this hearing, and at all times during the period of community supervision. Notify the Supervision Officer of Tarrant County, Texas, if your address or employment is changed within five days from the date of change.
8. Remain within Tarrant County, Texas, unless the court or supervision officer authorizes you to leave.
9. Submit valid, non-diluted, non-adulterated urine, hair, blood, breath, or saliva samples for testing for controlled substances, alcohol, and cannabinoids according to the time and manner as directed by the Court and/or supervision officer and pay for testing as required. Do not refuse a breath, blood, urine, or field sobriety test as requested by a peace officer or supervision officer.
or contiguous counties (cf)
10. Report to the Community Supervision and Corrections Department Assessment Unit, as instructed by the Court or supervision officer. Participate in fully and complete any risk or substance abuse screenings and/or assessments, as instructed by the Court or supervision officer. Attend and complete any recommended treatment and / or programs.
11. Support your dependents.



ATTEST: 06/29/2026

THOMAS A. WILDER

DISTRICT CLERK

BY: /s/ Autumn Osmani

NO. 1883169-CT3

CID # 0555596

Supervision is transferred to another jurisdiction, continue to report to Tarrant County in the manner prescribed by the supervision officer, comply with the rules and regulations of the receiving jurisdiction and the rules of the Interstate Commission for Adult Offender Supervision.

13. If adjudicated submit a DNA sample to the Community Supervision and Corrections Department immediately following this hearing or as instructed by the court or supervision officer.
14. Avoid injurious or vicious habits and do not use or possess any illegal controlled substances, marijuana, or cannabinoids. Do not use, possess, or consume any alcohol.
15. Do not possess, transport, or purchase any firearms, or ammunition.
16. Execute a waiver of extradition.
17. Pay the following to and through the District Clerk of Tarrant County, Texas. Payment schedule to be determined by the District Clerk of Tarrant County, Texas (unless otherwise specified): COURT COSTS in the amount of SEE COST SHEET.
18. Pay the following to and through the District Clerk of Tarrant County, Texas. Payment schedule to be determined by the District Clerk of Tarrant County, Texas (unless otherwise specified): FINE in the amount of SEE COST SHEET.
19. Do not operate any motor vehicle without a valid driver's license and proof of insurance.
20. Do not refuse a breath, blood, urine or field sobriety test as requested by a peace officer or supervision officer.
21. Attend, participate in and successfully complete the DWI Education program. Pay all fees required, and continue to participate and/or comply until released by the Court.
22. Attend, participate in and successfully complete the Victim Impact Panel program. Pay all fees required, and continue to participate and/or comply until released by the Court.
23. Do not operate any motor vehicle without a camera equipped ignition interlock device. Install by 05/27/2026; and comply with all program requirements of the provider, including but not limited to, submitting to each test, rolling retests, abort fail reading retest, or violation test/retest. Any retest must be completed before the vehicle ignition is turned off. Do not attempt to adjust, tamper with, or circumvent the interlock device. Do not obstruct or cover the device camera. You must pay the monthly lease and any other fees associated with the device. Interlock device calibration will be conducted every thirty (30) days unless you are directed otherwise. The interlock device must be serviced and cannot be in lockout. *Required for the entirety of community supervision.*
24. During any period in which the Defendant is not driving an automobile, the defendant shall submit to electronic alcohol monitoring as directed by the Court.
25. Submit to a substance abuse screening and/or evaluation. Attend and complete counseling, education, or treatment as recommended.



ATTEST: 06/29/2026

THOMAS A. WILDER

DISTRICT CLERK

BY: /s/ Autumn Osmani

NO. 1883169-CT3

CID # 0555596

advised that under the laws of this State, the court has determined and imposed the above terms and conditions of your community supervision and may at any time during the period of community supervision alter or modify them. The court also has the authority, at any time during the period of community supervision; to revoke your community supervision for any violation of the conditions of your community supervision set out above.

I have received my conditions of community supervision.

Witness: Supervision Officer

05/27/2026

Date

Judge

Defendant

Tarrant County Community Supervision and Corrections Department

200 W. Belknap, Fort Worth, Texas 76196

(817) 884-1600

7:30 a.m. to 5:00 p.m. Monday – Friday



CASE No. 1883169 COUNT No. 2

INCIDENT NO./TRN: 9316293847

THE STATE OF TEXAS

V.

MARY MANKESI P VANZALUTONDA

STATE ID No.: TX04792250

§ **IN THE**

§

§ **432nd District Court**

§

§ **TARRANT COUNTY, TEXAS**

§

§ **ON CHANGE OF VENUE FROM: N/A**

ORDER OF DEFERRED ADJUDICATION

Judge Presiding:	• Hon. Sheila Wynn	Date Proceedings Deferred:	5/27/2026
Attorney for State:	• BREWER, JESSICA - 24128423	Attorney for Defendant:	• HALEY, LEON - 08740560

Offense:

ABANDON/ENDANGER CHILD INDV W/INTENT RETURN

<u>Charging Instrument:</u> Indictment	<u>Statute for Offense:</u> Penal Code 22.041(d)(1)
<u>Date of Offense:</u> 2/23/2025	<u>Defendant waived the right to trial by jury and entered the plea below:</u> Guilty
<u>Degree of Offense:</u> Felony - State Jail Felony	<u>Findings on Deadly Weapon:</u> N/A
<u>1st Enhancement Paragraph:</u> N/A	<u>Finding on 1st Enhancement Paragraph:</u> N/A
<u>2nd Enhancement Paragraph:</u> N/A	<u>Findings on 2nd Enhancement Paragraph:</u> N/A

Terms of Plea Bargain (if any): Deferred Adjudication - 5Y + interlock for the entire term of probation + TLAP + probation shall not be transferred to another jurisdiction

ADJUDICATION OF GUILT DEFERRED.

DEFENDANT PLACED ON DEFERRED ADJUDICATION COMMUNITY SUPERVISION.

PERIOD OF DEFERRED ADJUDICATION COMMUNITY SUPERVISION: 60 Month(s)

CONFINEMENT AS A CONDITION OF DEFERRED ADJUDICATION COMMUNITY SUPERVISION:

☐ The Court **ORDERS** Defendant confined N/ADAYS in as a condition of deferred adjudication community supervision. The period of confinement as a condition of community supervision starts when Defendant arrives at the designated facility, absent a special order to the contrary.

<u>Fines:</u> \$0.00	<u>Court Costs:</u> \$290.00	<u>Reimbursement Fees:</u> \$0.00
<u>Restitution:</u> \$ 0	<u>Restitution Payable to:</u> N/A (See special finding or order of restitution which is incorporated herein by this reference.)	

☐ Defendant is required to register as sex offender in accordance with Chapter 62, Tex. Code Crim. Proc.

(For sex offender registration purposes only) The age of the victim at the time of the offense was **N/A**.

Was the victim impact statement returned to the attorney representing the State? **N/A**



is cause was called, and the parties appeared. The State appeared by her District Attorney as named above.

Counsel / Waiver of Counsel (select one)

- ☒ Defendant appeared with Counsel.
- ☐ Defendant appeared without counsel and knowingly, intelligently, and voluntarily waived the right to representation by counsel in writing in open court.

Both parties announced ready for trial. Defendant waived the right of trial by jury and entered the plea indicated above. The Court admonished Defendant. It appeared to the Court that Defendant was mentally competent to stand trial, made the plea freely and voluntarily, and was aware of the consequences of the plea. The Court received the plea and entered it of record. Having heard the evidence submitted, the Court **FINDS** that such evidence substantiates Defendant's guilt. However, the Court **FINDS** that it is in the best interest of society and Defendant to defer proceedings without entering an adjudication of guilt and to place Defendant on deferred adjudication community supervision.

Therefore, the Court **ORDERS** no judgment entered at this time. The Court further **ORDERS** Defendant placed on deferred adjudication community supervision for the period of time indicated above as long as Defendant abides by the conditions of the deferred adjudication community supervision.

The Court **FINDS** that the Presentence Investigation, if so ordered, was done according to the applicable provisions of Subchapter F, Chapter 42A, Tex. Code Crim. Proc.

After having conducted an inquiry into Defendant's ability to pay, the Court **ORDERS** Defendant to pay the fines, court costs, reimbursement fees, and restitution as indicated above and further detailed below.

The document setting forth the conditions of deferred adjudication community supervision is attached and incorporated herein by this reference.

Fines Imposed Include (check each fine and enter each amount as pronounced by the court):

- ☐ **General** Fine (§12.32, 12.33, 12.34, or 12.35, Penal Code, Transp. Code, or other Code) **\$ N/A** (not to exceed \$10,000)
- ☐ Add'l Monthly Fine for Sex Offenders (Art. 42A.653, Code Crim. Proc.) **\$** (\$5.00/per month of community supervision)
- ☐ Child Abuse Prevention Fine (Art. 102.0186, Code Crim. Proc.) **\$ 0** (\$100)
- ☐ **EMS**, Trauma Fine (Art. 102.0185, Code Crim. Proc.) **\$ 0** (\$100)
- ☐ Family Violence Fine (Art. 42A.504 (b), Code Crim. Proc.) **\$** (\$100)
- ☐ **Juvenile** Delinquency Prevention Fine (Art. 102.0171(a), Code Crim. Proc.) **\$ 0** (\$50)
- ☐ **State** Traffic Fine (§ 542.4031, Transp. Code) **\$ 0** (\$50)
- ☐ Children's Advocacy Center Fine - as Cond of CS (Art. 42A.455, Code Crim. Proc.) **\$** (not to exceed \$50)
- ☐ Repayment of Reward Fine (Art. 37.073/42.152, Code Crim. Proc.) **\$** (To Be Determined by the Court)
- ☐ Repayment of Reward Fine - as Cond of CS (Art. 42A.301 (b) (20), Code Crim. Proc.) **\$** (not to exceed \$50)
- ☐ **DWI** Traffic Fine (a/k/a Misc. Traffic Fines) (§ 709.001, Transp. Code) **\$ 0** (not to exceed \$6,000)

Furthermore, the following special findings or orders apply:

Special Finding
COURT COSTS PAYABLE TO AND THROUGH THE CRIMINAL DISTRICT CLERK'S OFFICE OF TARRANT COUNTY, TEXAS.

Signed on 5/27/2026,

[Signature]

X
—



A TRUE AND CORRECT COPY OF
ORIGINAL DOCUMENT FILED IN
THE DISTRICT CLERK'S OFFICE:
ATTEST: 06/29/2026
THOMAS A. WILDER
DISTRICT CLERK
TARRANT COUNTY, TEXAS
BY: /s/ Autumn Osmani

RUBEN GONZALEZ, PRESIDING JUDGE

AFFIDAVIT

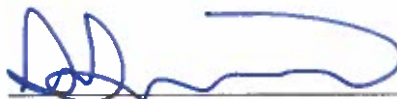
THE STATE OF TEXAS §
 §
COUNTY OF TRAVIS §

BEFORE ME, the undersigned authority, on this day personally appeared Amanda M. Kates, the Commission's attorney of record, who, being by me duly sworn, deposed as follows:

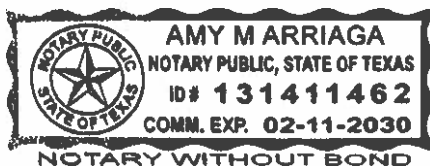
"My name is Amanda M. Kates. I am over the age of 18 years, of sound mind, capable of making this affidavit, and state the following:

Based upon information and belief, Mary Mankesi Panzu, whose Texas Bar Card Number is 24066911, is licensed as an attorney and counselor at law in the State of Texas. Based upon information and belief Mary Mankesi Panzu, named as Respondent in the Petition for Compulsory Discipline filed with the Board of Disciplinary Appeals is one and the same person as the Mary Mankesi P. Vanzalutonda who is the subject of the Order of Deferred Adjudication in Cause Number 1883169, styled *The State of Texas v. Mary Mankesi P. Vanzalutonda*, in the 432nd District Court, Tarrant County, Texas, wherein Respondent pled guilty to the offense of wherein Respondent pled guilty to the offense of Abandon/Endanger Child Indv w/Intent Return, a Felony, in violation of Texas Penal Code 22.041(d)(1). Respondent was placed on Deferred Adjudication Community Supervision for a period of five (5) years. Additional terms of probation include interlock for the entire term of probation, TLAP, and probation shall not be transferred to another jurisdiction. Respondent was further ordered to pay \$290.00 in court costs.

FURTHER Affiant saith not.


Amanda M. Kates

SWORN AND SUBSCRIBED before me on the 1st day of September, 2026.



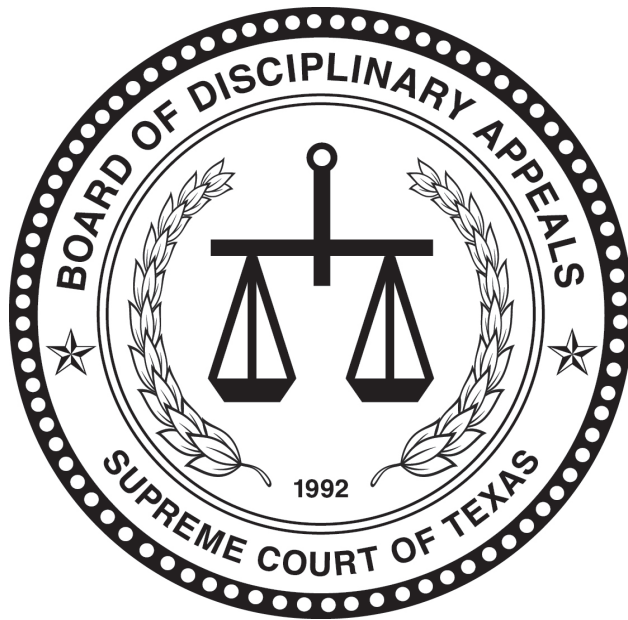

NOTARY PUBLIC IN AND FOR
THE STATE OF TEXAS

EXHIBIT
5

THE BOARD *of* DISCIPLINARY APPEALS
APPOINTED BY THE SUPREME COURT *of* TEXAS



INTERNAL PROCEDURAL RULES
(EFFECTIVE SEPTEMBER 24, 2024)



Mailing Address:
P.O. Box 12426
Austin TX 78711

1414 Colorado, Suite 610
Austin TX 78701

Tel: 512 427-1578
FAX: 512 427-4130
website: txboda.org

INTERNAL PROCEDURAL RULES

BOARD OF DISCIPLINARY APPEALS

Current through September 24, 2024

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INTERNAL PROCEDURAL RULES

Board of Disciplinary Appeals

Current through September 24, 2024

I. GENERAL PROVISIONS

Rule 1.01. Definitions

- (a) “BODA” is the Board of Disciplinary Appeals.
- (b) “Chair” is the member elected by BODA to serve as chair or, in the Chair’s absence, the member elected by BODA to serve as vice-chair.
- (c) “Classification” is the determination by the CDC under TRDP 2.10 or by BODA under TRDP 7.08(C) whether a grievance constitutes a “complaint” or an “inquiry.”
- (d) “BODA Clerk” is the executive director of BODA or other person appointed by BODA to assume all duties normally performed by the clerk of a court.
- (e) “CDC” is the Chief Disciplinary Counsel for the State Bar of Texas and his or her assistants.
- (f) “Commission” is the Commission for Lawyer Discipline, a permanent committee of the State Bar of Texas.
- (g) “Executive Director” is the executive director of BODA.
- (h) “Panel” is any three-member grouping of BODA under TRDP 7.05.
- (i) “Party” is a Complainant, a Respondent, or the Commission.
- (j) “TDRPC” is the Texas Disciplinary Rules of Professional Conduct.
- (k) “TRAP” is the Texas Rules of Appellate Procedure.
- (l) “TRCP” is the Texas Rules of Civil Procedure.
- (m) “TRDP” is the Texas Rules of Disciplinary Procedure.
- (n) “TRE” is the Texas Rules of Evidence.

Rule 1.02. General Powers

Under TRDP 7.08, BODA has and may exercise all the powers of either a trial court or an appellate court, as the case may be, in hearing and determining disciplinary proceedings. But TRDP 15.01 [17.01] applies to the enforcement of a judgment of BODA.

Rule 1.03. Additional Rules in Disciplinary Matters

Except as varied by these rules and to the extent applicable, the TRCP, TRAP, and TRE apply to all disciplinary matters before BODA, except for appeals from classification decisions, which are governed by TRDP 2.10 and by Section 3 of these rules.

Rule 1.04. Appointment of Panels

- (a) BODA may consider any matter or motion by panel,

except as specified in (b). The Chair may delegate to the Executive Director the duty to appoint a panel for any BODA action. Decisions are made by a majority vote of the panel; however, any panel member may refer a matter for consideration by BODA sitting en banc. Nothing in these rules gives a party the right to be heard by BODA sitting en banc.

- (b) Any disciplinary matter naming a BODA member as Respondent must be considered by BODA sitting en banc. A disciplinary matter naming a BODA staff member as Respondent need not be heard en banc.

- (c) BODA may, upon decision of the Chair, conduct any business or proceedings—including any hearing, pretrial conference, or consideration of any matter or motion—remotely.

Rule 1.05. Filing of Pleadings, Motions, and Other Papers

- (a) **Electronic Filing.** All documents must be filed electronically. Unrepresented persons or those without the means to file electronically may electronically file documents, but it is not required.

- (1) Email Address. The email address of an attorney or an unrepresented party who electronically files a document must be included on the document.

- (2) Timely Filing. Documents are filed electronically by emailing the document to the BODA Clerk at the email address designated by BODA for that purpose. A document filed by email will be considered filed the day that the email is sent. The date sent is the date shown for the message in the inbox of the email account designated for receiving filings. If a document is sent after 5:00 p.m. or on a weekend or holiday officially observed by the State of Texas, it is considered filed the next business day.

- (3) It is the responsibility of the party filing a document by email to obtain the correct email address for BODA and to confirm that the document was received by BODA in legible form. Any document that is illegible or that cannot be opened as part of an email attachment will not be considered filed. If a document is untimely due to a technical failure or a system outage, the filing party may seek appropriate relief from BODA.

- (4) Exceptions.

- (i) An appeal to BODA of a decision by the CDC to classify a grievance as an inquiry or a complaint is not required to be filed electronically.

- (ii) The following documents must not be filed electronically:

- a) documents that are filed under seal or subject to a pending motion to seal; and

- b) documents to which access is otherwise restricted by court order.

(iii) For good cause, BODA may permit a party to file other documents in paper form in a particular case.

(5) **Format.** An electronically filed document must:

(i) be in text-searchable portable document format (PDF);

(ii) be directly converted to PDF rather than scanned, if possible; and

(iii) not be locked.

(b) A paper will not be deemed filed if it is sent to an individual BODA member or to another address other than the address designated by BODA under Rule 1.05(a)(2).

(c) **Signing.** Each brief, motion, or other paper filed must be signed by at least one attorney for the party or by the party pro se and must give the State Bar of Texas card number, mailing address, telephone number, email address, and fax number, if any, of each attorney whose name is signed or of the party (if applicable). A document is considered signed if the document includes:

(1) an “/s/” and name typed in the space where the signature would otherwise appear, unless the document is notarized or sworn; or

(2) an electronic image or scanned image of the signature.

(d) **Paper Copies.** Unless required by BODA, a party need not file a paper copy of an electronically filed document.

(e) **Service.** Copies of all documents filed by any party other than the record filed by the evidentiary panel clerk or the court reporter must, at or before the time of filing, be served on all other parties as required and authorized by the TRAP.

Rule 1.06. Service of Petition

In any disciplinary proceeding before BODA initiated by service of a petition on the Respondent, the petition must be served by personal service; by certified mail with return receipt requested; or, if permitted by BODA, in any other manner that is authorized by the TRCP and reasonably calculated under all the circumstances to apprise the Respondent of the proceeding and to give him or her reasonable time to appear and answer. To establish service by certified mail, the return receipt must contain the Respondent’s signature.

Rule 1.07. Hearing Setting and Notice

(a) **Original Petitions.** In any kind of case initiated by the CDC’s filing a petition or motion with BODA, the CDC may contact the BODA Clerk for the next regularly available hearing date before filing the original petition. If a hearing is set before the petition is filed, the petition must state the date, time, and place of the hearing. Except in the case of a petition to revoke probation under TRDP 2.23 [2.22], the hearing date must be at least 30 days from the date that the petition is served on the Respondent.

(b) **Expedited Settings.** If a party desires a hearing on a matter on a date earlier than the next regularly available BODA hearing date, the party may request an expedited setting in a written motion setting out the reasons for the request. Unless the parties agree otherwise, and except in the case of a petition to revoke probation under TRDP 2.23 [2.22], the expedited hearing setting must be at least 30 days from the date of service of the petition, motion, or other pleading. BODA has the sole discretion to grant or deny a request for an expedited hearing date.

(c) **Setting Notices.** BODA must notify the parties of any hearing date that is not noticed in an original petition or motion.

(d) **Announcement Docket.** Attorneys and parties appearing before BODA must confirm their presence and present any questions regarding procedure to the BODA Clerk in the courtroom immediately prior to the time docket call is scheduled to begin. Each party with a matter on the docket must appear at the docket call to give an announcement of readiness, to give a time estimate for the hearing, and to present any preliminary motions or matters. Immediately following the docket call, the Chair will set and announce the order of cases to be heard.

Rule 1.08. Time to Answer

The Respondent may file an answer at any time, except where expressly provided otherwise by these rules or the TRDP, or when an answer date has been set by prior order of BODA. BODA may, but is not required to, consider an answer filed the day of the hearing.

Rule 1.09. Pretrial Procedure

(a) **Motions.**

(1) Generally. To request an order or other relief, a party must file a motion supported by sufficient cause with proof of service on all other parties. The motion must state with particularity the grounds on which it is based and set forth the relief sought. All supporting briefs, affidavits, or other documents must be served and filed with the motion. A party may file a response to a motion at any time before BODA rules on the motion or by any deadline set by BODA. Unless otherwise required by these rules or the TRDP, the form of a motion must comply with the TRCP or the TRAP.

(2) For Extension of Time. All motions for extension of time in any matter before BODA must be in writing, comply with (a)(1), and specify the following:

(i) if applicable, the date of notice of decision of the evidentiary panel, together with the number and style of the case;

(ii) if an appeal has been perfected, the date when the appeal was perfected;

(iii) the original deadline for filing the item in question;

(iv) the length of time requested for the extension;

(v) the number of extensions of time that have been granted previously regarding the item in question; and

(vi) the facts relied on to reasonably explain the need for an extension.

(b) **Pretrial Scheduling Conference.** Any party may request a pretrial scheduling conference, or BODA on its own motion may require a pretrial scheduling conference.

(c) **Trial Briefs.** In any disciplinary proceeding before BODA, except with leave, all trial briefs and memoranda must be filed with the BODA Clerk no later than ten days before the day of the hearing.

(d) **Hearing Exhibits, Witness Lists, and Exhibits Tendered for Argument.** A party may file a witness list, exhibit, or any other document to be used at a hearing or oral argument before the hearing or argument. A party must bring to the hearing an original and 12 copies of any document that was not filed at least one business day before the hearing. The original and copies must be:

(1) marked;

(2) indexed with the title or description of the item offered as an exhibit; and

(3) if voluminous, bound to lie flat when open and tabbed in accordance with the index.

All documents must be marked and provided to the opposing party before the hearing or argument begins.

Rule 1.10. Decisions

(a) **Notice of Decisions.** The BODA Clerk must give notice of all decisions and opinions to the parties or their attorneys of record.

(b) **Publication of Decisions.** BODA must report judgments or orders of public discipline:

(1) as required by the TRDP; and

(2) on its website for a period of at least ten years following the date of the disciplinary judgment or order.

(c) **Abstracts of Classification Appeals.** BODA may, in its discretion, prepare an abstract of a classification appeal for a public reporting service.

Rule 1.11. Board of Disciplinary Appeals Opinions

(a) BODA may render judgment in any disciplinary matter with or without written opinion. In accordance with TRDP 6.06, all written opinions of BODA are open to the public and must be made available to the public reporting services, print or electronic, for publishing. A majority of the members who participate in considering the disciplinary matter must determine if an opinion will be written. The names of the participating members must be noted on all written opinions of BODA.

(b) Only a BODA member who participated in the

decision of a disciplinary matter may file or join in a written opinion concurring in or dissenting from the judgment of BODA. For purposes of this rule, in hearings in which evidence is taken, no member may participate in the decision unless that member was present at the hearing. In all other proceedings, no member may participate unless that member has reviewed the record. Any member of BODA may file a written opinion in connection with the denial of a hearing or rehearing en banc.

(c) A BODA determination in an appeal from a grievance classification decision under TRDP 2.10 is not a judgment for purposes of this rule and may be issued without a written opinion.

Rule 1.12. BODA Work Product and Drafts

A document or record of any nature—regardless of its form, characteristics, or means of transmission—that is created or produced in connection with or related to BODA's adjudicative decision-making process is not subject to disclosure or discovery. This includes documents prepared by any BODA member, BODA staff, or any other person acting on behalf of or at the direction of BODA.

Rule 1.13. Record Retention

Records of appeals from classification decisions must be retained by the BODA Clerk for a period of at least three years from the date of disposition. Records of other disciplinary matters must be retained for a period of at least five years from the date of final judgment, or for at least one year after the date a suspension or disbarment ends, whichever is later. For purposes of this rule, a record is any document, paper, letter, map, book, tape, photograph, film, recording, or other material filed with BODA, regardless of its form, characteristics, or means of transmission.

Rule 1.14. Costs of Reproduction of Records

The BODA Clerk may charge a reasonable amount for the reproduction of nonconfidential records filed with BODA. The fee must be paid in advance to the BODA Clerk.

Rule 1.15. Publication of These Rules

These rules will be published as part of the TDRPC and TRDP.

II. ETHICAL CONSIDERATIONS

Rule 2.01. Representing or Counseling Parties in Disciplinary Matters and Legal Malpractice Cases

(a) A current member of BODA must not represent a party or testify voluntarily in a disciplinary action or proceeding. Any BODA member who is subpoenaed or otherwise compelled to appear at a disciplinary action or proceeding, including at a deposition, must promptly notify the BODA Chair.

(b) A current BODA member must not serve as an expert witness on the TDRPC.

(c) A BODA member may represent a party in a legal

malpractice case, provided that he or she is later recused in accordance with these rules from any proceeding before BODA arising out of the same facts.

Rule 2.02. Confidentiality

(a) BODA deliberations are confidential, must not be disclosed by BODA members or staff, and are not subject to disclosure or discovery.

(b) Classification appeals, appeals from evidentiary judgments of private reprimand, appeals from an evidentiary judgment dismissing a case, interlocutory appeals or any interim proceedings from an ongoing evidentiary case, and disability cases are confidential under the TRDP. BODA must maintain all records associated with these cases as confidential, subject to disclosure only as provided in the TRDP and these rules.

(c) If a member of BODA is subpoenaed or otherwise compelled by law to testify in any proceeding, the member must not disclose a matter that was discussed in conference in connection with a disciplinary case unless the member is required to do so by a court of competent jurisdiction

Rule 2.03. Disqualification and Recusal of BODA Members

(a) BODA members are subject to disqualification and recusal as provided in TRCP 18b.

(b) BODA members may, in addition to recusals under (a), voluntarily recuse themselves from any discussion and voting for any reason. The reasons that a BODA member is recused from a case are not subject to discovery.

(c) These rules do not disqualify a lawyer who is a member of, or associated with, the law firm of a BODA member from serving on a grievance committee or representing a party in a disciplinary proceeding or legal malpractice case. But a BODA member must recuse him or herself from any matter in which a lawyer who is a member of, or associated with, the BODA member's firm is a party or represents a party.

III. CLASSIFICATION APPEALS

Rule 3.01. Notice of Right to Appeal

(a) If a grievance filed by the Complainant under TRDP 2.10 is classified as an inquiry, the CDC must notify the Complainant of his or her right to appeal as set out in TRDP 2.10 or another applicable rule. If a grievance is classified as a complaint, the CDC must notify both the Complainant and the Respondent of the Respondent's right to appeal as set out in TRDP 2.10 or another applicable rule.

(b) To facilitate the potential filing of an appeal of a grievance classified as an inquiry, the CDC must send the Complainant an appeal notice form, approved by BODA, with the classification disposition. For a grievance classified as a complaint, the CDC must send the Respondent an appeal notice form, approved by BODA, with notice of the classification disposition. The form must

include the docket number of the matter; the deadline for appealing; and information for mailing, faxing, or emailing the appeal notice form to BODA. The appeal notice form must be available in English and Spanish.

Rule 3.02. Record on Appeal

BODA must not consider documents or other submissions that the Complainant or Respondent filed with the CDC or BODA after the CDC's classification. When a notice of appeal from a classification decision has been filed, the CDC must forward to BODA a copy of the grievance and all supporting documentation. If the appeal challenges the classification of an amended grievance, the CDC must also send BODA a copy of the initial grievance, unless it has been destroyed.

Rule 3.03. Disposition of Classification Appeal

(a) BODA may decide a classification appeal by doing any of the following:

(1) affirm the CDC's classification of the grievance as an inquiry and the dismissal of the grievance;

(2) reverse the CDC's classification of the grievance as an inquiry, reclassify the grievance as a complaint, and return the matter to the CDC for investigation, just cause determination, and further proceedings in accordance with the TRDP;

(3) affirm the CDC's classification of the grievance as a complaint and return the matter to the CDC to proceed with investigation, just cause determination, and further proceedings in accordance with the TRDP; or

(4) reverse the CDC's classification of the grievance as a complaint, reclassify the grievance as an inquiry, and dismiss the grievance.

(b) When BODA reverses the CDC's inquiry classification and reclassifies a grievance as a complaint, BODA must reference any provisions of the TDRPC under which BODA concludes professional misconduct is alleged. When BODA affirms the CDC's complaint classification, BODA may reference any provisions of the TDRPC under which BODA concludes professional misconduct is alleged. The scope of investigation will be determined by the CDC in accordance with TRDP 2.12.

(c) BODA's decision in a classification appeal is final and conclusive, and such decision is not subject to appeal or reconsideration.

(d) A classification appeal decision under (a)(1) or (4), which results in dismissal, has no bearing on whether the Complainant may amend the grievance and resubmit it to the CDC under TRDP 2.10.

IV. APPEALS FROM EVIDENTIARY PANEL HEARINGS

Rule 4.01. Perfecting Appeal

(a) **Appellate Timetable.** The date that the evidentiary

judgment is signed starts the appellate timetable under this section. To make TRDP 2.21 [2.20] consistent with this requirement, the date that the judgment is signed is the “date of notice” under Rule [TRDP] 2.21 [2.20].

(b) Notification of the Evidentiary Judgment. The clerk of the evidentiary panel must notify the parties of the judgment as set out in TRDP 2.21 [2.20].

(1) The evidentiary panel clerk must notify the Commission and the Respondent in writing of the judgment. The notice must contain a clear statement that any appeal of the judgment must be filed with BODA within 30 days of the date that the judgment was signed. The notice must include a copy of the judgment rendered.

(2) The evidentiary panel clerk must notify the Complainant that a judgment has been rendered and provide a copy of the judgment, unless the evidentiary panel dismissed the case or imposed a private reprimand. In the case of a dismissal or private reprimand, the evidentiary panel clerk must notify the Complainant of the decision and that the contents of the judgment are confidential. Under TRDP 2.16, no additional information regarding the contents of a judgment of dismissal or private reprimand may be disclosed to the Complainant.

(c) Filing Notice of Appeal. An appeal is perfected when a written notice of appeal is filed with BODA. If a notice of appeal and any other accompanying documents are mistakenly filed with the evidentiary panel clerk, the notice is deemed to have been filed the same day with BODA, and the evidentiary panel clerk must immediately send the BODA Clerk a copy of the notice and any accompanying documents.

(d) Time to File. In accordance with TRDP 2.24 [2.23], the notice of appeal must be filed within 30 days after the date the judgment is signed. In the event a motion for new trial or motion to modify the judgment is timely filed with the evidentiary panel, the notice of appeal must be filed with BODA within 90 days from the date the judgment is signed.

(e) Extension of Time. A motion for an extension of time to file the notice of appeal must be filed no later than 15 days after the last day allowed for filing the notice of appeal. The motion must comply with Rule 1.09.

Rule 4.02. Record on Appeal

(a) Contents. The record on appeal consists of the evidentiary panel clerk’s record and, where necessary to the appeal, a reporter’s record of the evidentiary panel hearing.

(b) Stipulation as to Record. The parties may designate parts of the clerk’s record and the reporter’s record to be included in the record on appeal by written stipulation filed with the clerk of the evidentiary panel.

(c) Responsibility for Filing Record.

(1) Clerk’s Record.

(i) After receiving notice that an appeal has been filed, the clerk of the evidentiary panel is responsible for preparing, certifying, and timely filing the clerk’s record.

(ii) Unless the parties stipulate otherwise, the clerk’s record on appeal must contain the items listed in TRAP 34.5(a) and any other paper on file with the evidentiary panel, including the election letter, all pleadings on which the hearing was held, the docket sheet, the evidentiary panel’s charge, any findings of fact and conclusions of law, all other pleadings, the judgment or other orders appealed from, the notice of decision sent to each party, any postsubmission pleadings and briefs, and the notice of appeal.

(iii) If the clerk of the evidentiary panel is unable for any reason to prepare and transmit the clerk’s record by the due date, he or she must promptly notify BODA and the parties, explain why the clerk’s record cannot be timely filed, and give the date by which he or she expects the clerk’s record to be filed.

(2) Reporter’s Record.

(i) The court reporter for the evidentiary panel is responsible for timely filing the reporter’s record if:

- a) a notice of appeal has been filed;
- b) a party has requested that all or part of the reporter’s record be prepared; and
- c) the party requesting all or part of the reporter’s record has paid the reporter’s fee or has made satisfactory arrangements with the reporter.

(ii) If the court reporter is unable for any reason to prepare and transmit the reporter’s record by the due date, he or she must promptly notify BODA and the parties, explain the reasons why the reporter’s record cannot be timely filed, and give the date by which he or she expects the reporter’s record to be filed.

(d) Preparation of Clerk’s Record.

(1) To prepare the clerk’s record, the evidentiary panel clerk must:

- (i) gather the documents designated by the parties’ written stipulation or, if no stipulation was filed, the documents required under (c)(1)(ii);
- (ii) start each document on a new page;
- (iii) include the date of filing on each document;
- (iv) arrange the documents in chronological order, either by the date of filing or the date of occurrence;
- (v) number the pages of the clerk’s record in the manner required by (d)(2);

(vi) prepare and include, after the front cover of the clerk's record, a detailed table of contents that complies with (d)(3); and

(vii) certify the clerk's record.

(2) The clerk must start the page numbering on the front cover of the first volume of the clerk's record and continue to number all pages consecutively—including the front and back covers, tables of contents, certification page, and separator pages, if any—until the final page of the clerk's record, without regard for the number of volumes in the clerk's record, and place each page number at the bottom of each page.

(3) The table of contents must:

(i) identify each document in the entire record (including sealed documents); the date each document was filed; and, except for sealed documents, the page on which each document begins;

(ii) be double-spaced;

(iii) conform to the order in which documents appear in the clerk's record, rather than in alphabetical order;

(iv) contain bookmarks linking each description in the table of contents (except for descriptions of sealed documents) to the page on which the document begins; and

(v) if the record consists of multiple volumes, indicate the page on which each volume begins.

(e) **Electronic Filing of the Clerk's Record.** The evidentiary panel clerk must file the record electronically. When filing a clerk's record in electronic form, the evidentiary panel clerk must:

(1) file each computer file in text-searchable Portable Document Format (PDF);

(2) create electronic bookmarks to mark the first page of each document in the clerk's record;

(3) limit the size of each computer file to 100 MB or less, if possible; and

(4) directly convert, rather than scan, the record to PDF, if possible.

(f) **Preparation of the Reporter's Record.**

(1) The appellant, at or before the time prescribed for perfecting the appeal, must make a written request for the reporter's record to the court reporter for the evidentiary panel. The request must designate the portion of the evidence and other proceedings to be included. A copy of the request must be filed with the evidentiary panel and BODA and must be served on the appellee. The reporter's record must be certified by the court reporter for the evidentiary panel.

(2) The court reporter or recorder must prepare and file the reporter's record in accordance with TRAP 34.6 and

35 and the Uniform Format Manual for Texas Reporters' Records.

(3) The court reporter or recorder must file the reporter's record in an electronic format by emailing the document to the email address designated by BODA for that purpose.

(4) The court reporter or recorder must include either a scanned image of any required signature or "/s/" and name typed in the space where the signature would otherwise

(6¹) In exhibit volumes, the court reporter or recorder must create bookmarks to mark the first page of each exhibit document.

(g) **Other Requests.** At any time before the clerk's record is prepared, or within ten days after service of a copy of appellant's request for the reporter's record, any party may file a written designation requesting that additional exhibits and portions of testimony be included in the record. The request must be filed with the evidentiary panel and BODA and must be served on the other party.

(h) **Inaccuracies or Defects.** If the clerk's record is found to be defective or inaccurate, the BODA Clerk must inform the clerk of the evidentiary panel of the defect or inaccuracy and instruct the clerk to make the correction. Any inaccuracies in the reporter's record may be corrected by agreement of the parties without the court reporter's recertification. Any dispute regarding the reporter's record that the parties are unable to resolve by agreement must be resolved by the evidentiary panel.

(i) **Appeal from Private Reprimand.** Under TRDP 2.16, in an appeal from a judgment of private reprimand, BODA must mark the record as confidential, remove the attorney's name from the case style, and take any other steps necessary to preserve the confidentiality of the private reprimand.

¹ So in original.

Rule 4.03. Time to File Record

(a) **Timetable.** The clerk's record and reporter's record must be filed within 60 days after the date the judgment is signed. If a motion for new trial or motion to modify the judgment is filed with the evidentiary panel, the clerk's record and the reporter's record must be filed within 120 days from the date the original judgment is signed, unless a modified judgment is signed, in which case the clerk's record and the reporter's record must be filed within 60 days of the signing of the modified judgment. Failure to file either the clerk's record or the reporter's record on time does not affect BODA's jurisdiction, but may result in BODA's exercising its discretion to dismiss the appeal, affirm the judgment appealed from, disregard materials filed late, or apply presumptions against the appellant.

(b) **If No Record Filed.**

(1) If the clerk's record or reporter's record has not been

timely filed, the BODA Clerk must send notice to the party responsible for filing it, stating that the record is late and requesting that the record be filed within 30 days. The BODA Clerk must send a copy of this notice to all the parties and the clerk of the evidentiary panel.

(2) If no reporter's record is filed due to appellant's fault, and if the clerk's record has been filed, BODA may, after first giving the appellant notice and a reasonable opportunity to cure, consider and decide those issues or points that do not require a reporter's record for a decision. BODA may do this if no reporter's record has been filed because:

- (i) the appellant failed to request a reporter's record; or
- (ii) the appellant failed to pay or make arrangements to pay the reporter's fee to prepare the reporter's record, and the appellant is not entitled to proceed without payment of costs.

(c) Extension of Time to File the Reporter's Record.

When an extension of time is requested for filing the reporter's record, the facts relied on to reasonably explain the need for an extension must be supported by an affidavit of the court reporter. The affidavit must include the court reporter's estimate of the earliest date when the reporter's record will be available for filing.

(d) Supplemental Record. If anything material to either party is omitted from the clerk's record or reporter's record, BODA may, on written motion of a party or on its own motion, direct a supplemental record to be certified and transmitted by the clerk for the evidentiary panel or the court reporter for the evidentiary panel.

Rule 4.04. Copies of the Record

The record may not be withdrawn from the custody of the BODA Clerk. Any party may obtain a copy of the record or any designated part thereof by making a written request to the BODA Clerk and paying any charges for reproduction in advance.

Rule 4.05. Requisites of Briefs

(a) Appellant's Filing Date. Appellant's brief must be filed within 30 days after the clerk's record or the reporter's record is filed, whichever is later.

(b) Appellee's Filing Date. Appellee's brief must be filed within 30 days after the appellant's brief is filed.

(c) Contents. Briefs must contain:

- (1) a complete list of the names and addresses of all parties to the final decision and their counsel;
- (2) a table of contents indicating the subject matter of each issue or point, or group of issues or points, with page references where the discussion of each point relied on may be found;
- (3) an index of authorities arranged alphabetically and

indicating the pages where the authorities are cited;

(4) a statement of the case containing a brief general statement of the nature of the cause or offense and the result;

(5) a statement, without argument, of the basis of BODA's jurisdiction;

(6) a statement of the issues presented for review or points of error on which the appeal is predicated;

(7) a statement of facts that is without argument, is supported by record references, and details the facts relating to the issues or points relied on in the appeal;

(8) the argument and authorities;

(9) conclusion and prayer for relief;

(10) a certificate of service; and

(11) an appendix of record excerpts pertinent to the issues presented for review.

(d) Length of Briefs; Contents Included and Excluded.

In calculating the length of a document, every word and every part of the document, including headings, footnotes, and quotations, must be counted except the following: caption, identity of the parties and counsel, statement regarding oral argument, table of contents, index of authorities, statement of the case, statement of issues presented, statement of the jurisdiction, signature, proof of service, certificate of compliance, and appendix. Briefs must not exceed 15,000 words if computer-generated, and 50 pages if not, except on leave of BODA. A reply brief must not exceed 7,500 words if computer-generated, and 25 pages if not, except on leave of BODA. A computer generated document must include a certificate by counsel or the unrepresented party stating the number of words in the document. The person who signs the certification may rely on the word count of the computer program used to prepare the document.

(e) Amendment or Supplementation. BODA has discretion to grant leave to amend or supplement briefs.

(f) Failure of the Appellant to File a Brief. If the appellant fails to timely file a brief, BODA may:

- (1) dismiss the appeal for want of prosecution, unless the appellant reasonably explains the failure, and the appellee is not significantly injured by the appellant's failure to timely file a brief;
- (2) decline to dismiss the appeal and make further orders within its discretion as it considers proper; or
- (3) if an appellee's brief is filed, regard that brief as correctly presenting the case and affirm the evidentiary panel's judgment on that brief without examining the record.

Rule 4.06. Oral Argument

(a) Request. A party desiring oral argument must note the

request on the front cover of the party's brief. A party's failure to timely request oral argument waives the party's right to argue. A party who has requested argument may later withdraw the request. But even if a party has waived oral argument, BODA may direct the party to appear and argue. If oral argument is granted, the clerk will notify the parties of the time and place for submission.

(b) **Right to Oral Argument.** A party who has filed a brief and who has timely requested oral argument may argue the case to BODA unless BODA, after examining the briefs, decides that oral argument is unnecessary for any of the following reasons:

- (1) the appeal is frivolous;
- (2) the dispositive issue or issues have been authoritatively decided;
- (3) the facts and legal arguments are adequately presented in the briefs and record; or
- (4) the decisional process would not be significantly aided by oral argument.

(c) **Time Allowed.** Each party will have 20 minutes to argue. BODA may, on the request of a party or on its own, extend or shorten the time allowed for oral argument. The appellant may reserve a portion of his or her allotted time for rebuttal.

Rule 4.07. Decision and Judgment

(a) **Decision.** BODA may do any of the following:

- (1) affirm in whole or in part the decision of the evidentiary panel;
- (2) modify the panel's findings and affirm the findings as modified;
- (3) reverse in whole or in part the panel's findings and render the decision that the panel should have rendered; or
- (4) reverse the panel's findings and remand the cause for further proceedings to be conducted by:
 - (i) the panel that entered the findings; or
 - (ii) a statewide grievance committee panel appointed by BODA and composed of members selected from the state bar districts other than the district from which the appeal was taken.

(b) **Mandate.** In every appeal, the BODA Clerk must issue a mandate in accordance with BODA's judgment and send it to the evidentiary panel and to all the parties.

Rule 4.08. Appointment of Statewide Grievance Committee

If BODA remands a cause for further proceedings before a statewide grievance committee, the BODA Chair will appoint the statewide grievance committee in accordance with TRDP 2.27 [2.26]. The committee must consist of six members: four attorney members and two public members

randomly selected from the current pool of grievance committee members. Two alternates, consisting of one attorney and one public member, must also be selected. BODA will appoint the initial chair who will serve until the members of the statewide grievance committee elect a chair of the committee at the first meeting. The BODA Clerk will notify the Respondent and the CDC that a committee has been appointed.

Rule 4.09. Involuntary Dismissal

Under the following circumstances and on any party's motion or on its own initiative after giving at least ten days' notice to all parties, BODA may dismiss the appeal or affirm the appealed judgment or order. Dismissal or affirmance may occur if the appeal is subject to dismissal:

- (a) for want of jurisdiction;
- (b) for want of prosecution; or
- (c) because the appellant has failed to comply with a requirement of these rules, a court order, or a notice from the clerk requiring a response or other action within a specified time.

V. PETITIONS TO REVOKE PROBATION

Rule 5.01. Initiation and Service

(a) Before filing a motion to revoke the probation of an attorney who has been sanctioned, the CDC must contact the BODA Clerk to confirm whether the next regularly available hearing date will comply with the 30-day requirement of TRDP. The Chair may designate a three-member panel to hear the motion, if necessary, to meet the 30-day requirement of TRDP 2.23 [2.22].

(b) Upon filing the motion, the CDC must serve the Respondent with the motion and any supporting documents in accordance with TRDP 2.23 [2.22], the TRCP, and these rules. The CDC must notify BODA of the date that service is obtained on the Respondent.

Rule 5.02. Hearing

Within 30 days of service of the motion on the Respondent, BODA must docket and set the matter for a hearing and notify the parties of the time and place of the hearing. On a showing of good cause by a party or on its own motion, BODA may continue the case to a future hearing date as circumstances require.

VI. COMPULSORY DISCIPLINE

Rule 6.01. Initiation of Proceeding

Under TRDP 8.03, the CDC must file a petition for compulsory discipline with BODA and serve the Respondent in accordance with the TRDP and Rule 1.06 of these rules.

Rule 6.02. Interlocutory Suspension

(a) **Interlocutory Suspension.** In any compulsory proceeding under TRDP Part VIII in which BODA

determines that the Respondent has been convicted of an Intentional Crime and that the criminal conviction is on direct appeal, BODA must suspend the Respondent's license to practice law by interlocutory order. In any compulsory case in which BODA has imposed an interlocutory order of suspension, BODA retains jurisdiction to render final judgment after the direct appeal of the criminal conviction is final. For purposes of rendering final judgment in a compulsory discipline case, the direct appeal of the criminal conviction is final when the appellate court issues its mandate.

(b) **Criminal Conviction Affirmed.** If the criminal conviction made the basis of a compulsory interlocutory suspension is affirmed and becomes final, the CDC must file a motion for final judgment that complies with TRDP 8.05.

(1) If the criminal sentence is fully probated or is an order of deferred adjudication, the motion for final judgment must contain notice of a hearing date. The motion will be set on BODA's next available hearing date.

(2) If the criminal sentence is not fully probated:

(i) BODA may proceed to decide the motion without a hearing if the attorney does not file a verified denial within ten days of service of the motion; or

(ii) BODA may set the motion for a hearing on the next available hearing date if the attorney timely files a verified denial.

(c) **Criminal Conviction Reversed.** If an appellate court issues a mandate reversing the criminal conviction while a Respondent is subject to an interlocutory suspension, the Respondent may file a motion to terminate the interlocutory suspension. The motion to terminate the interlocutory suspension must have certified copies of the decision and mandate of the reversing court attached. If the CDC does not file an opposition to the termination within ten days of being served with the motion, BODA may proceed to decide the motion without a hearing or set the matter for a hearing on its own motion. If the CDC timely opposes the motion, BODA must set the motion for a hearing on its next available hearing date. An order terminating an interlocutory order of suspension does not automatically reinstate a Respondent's license.

VII. RECIPROCAL DISCIPLINE

Rule 7.01. Initiation of Proceeding

To initiate an action for reciprocal discipline under TRDP Part IX, the CDC must file a petition with BODA and request an Order to Show Cause. The petition must request that the Respondent be disciplined in Texas and have attached to it any information concerning the disciplinary matter from the other jurisdiction, including a certified copy of the order or judgment rendered against the Respondent.

Rule 7.02. Order to Show Cause

When a petition is filed, the Chair immediately issues a show cause order and a hearing notice and forwards them to the CDC, who must serve the order and notice on the Respondent. The CDC must notify BODA of the date that service is obtained.

Rule 7.03. Attorney's Response

If the Respondent does not file an answer within 30 days of being served with the order and notice but thereafter appears at the hearing, BODA may, at the discretion of the Chair, receive testimony from the Respondent relating to the merits of the petition.

VIII. DISTRICT DISABILITY COMMITTEE HEARINGS

Rule 8.01. Appointment of District Disability Committee

(a) If the evidentiary panel of the grievance committee finds under TRDP 2.17(P)(2), or the CDC reasonably believes under TRDP 2.14(C), that a Respondent is suffering from a disability, the rules in this section will apply to the de novo proceeding before the District Disability Committee held under TRDP Part XII.

(b) Upon receiving an evidentiary panel's finding or the CDC's referral that an attorney is believed to be suffering from a disability, the BODA Chair must appoint a District Disability Committee in compliance with TRDP 12.02 and designate a chair. BODA will reimburse District Disability Committee members for reasonable expenses directly related to service on the District Disability Committee. The BODA Clerk must notify the CDC and the Respondent that a committee has been appointed and notify the Respondent where to locate the procedural rules governing disability proceedings.

(c) A Respondent who has been notified that a disability referral will be or has been made to BODA may, at any time, waive in writing the appointment of the District Disability Committee or the hearing before the District Disability Committee and enter into an agreed judgment of indefinite disability suspension, provided that the Respondent is competent to waive the hearing. If the Respondent is not represented, the waiver must include a statement affirming that the Respondent has been advised of the right to appointed counsel and waives that right as well.

(d) All pleadings, motions, briefs, or other matters to be filed with the District Disability Committee must be filed with the BODA Clerk.

(e) Should any member of the District Disability Committee become unable to serve, the BODA Chair must appoint a substitute member.

Rule 8.02. Petition and Answer

(a) **Petition.** Upon being notified that the District Disability Committee has been appointed by BODA, the

CDC must, within 20 days, file with the BODA Clerk and serve on the Respondent a copy of a petition for indefinite disability suspension. Service must comply with Rule 1.06.

(b) **Answer.** The Respondent must, within 30 days after service of the petition for indefinite disability suspension, file an answer with the BODA Clerk and serve a copy of the answer on the CDC.

(c) **Hearing Setting.** The BODA Clerk must set the final hearing as instructed by the chair of the District Disability Committee and send notice of the hearing to the parties.

Rule 8.03. Discovery

(a) **Limited Discovery.** The District Disability Committee may permit limited discovery. The party seeking discovery must file with the BODA Clerk a written request that makes a clear showing of good cause and substantial need and a proposed order. If the District Disability Committee authorizes discovery in a case, it must issue a written order. The order may impose limitations or deadlines on the discovery.

(b) **Physical or Mental Examinations.** On written motion by the Commission or on its own motion, the District Disability Committee may order the Respondent to submit to a physical or mental examination by a qualified healthcare or mental healthcare professional. Nothing in this rule limits the Respondent's right to an examination by a professional of his or her choice in addition to any exam ordered by the District Disability Committee.

(1) Motion. The Respondent must be given reasonable notice of the examination by written order specifying the name, address, and telephone number of the person conducting the examination.

(2) Report. The examining professional must file with the BODA Clerk a detailed, written report that includes the results of all tests performed and the professional's findings, diagnoses, and conclusions. The professional must send a copy of the report to the CDC and the Respondent.

(c) **Objections.** A party must make any objection to a request for discovery within 15 days of receiving the motion by filing a written objection with the BODA Clerk. BODA may decide any objection or contest to a discovery motion.

Rule 8.04. Ability to Compel Attendance

The Respondent and the CDC may confront and cross-examine witnesses at the hearing. Compulsory process to compel the attendance of witnesses by subpoena, enforceable by an order of a district court of proper jurisdiction, is available to the Respondent and the CDC as provided in TRCP 176.

Rule 8.05. Respondent's Right to Counsel

(a) The notice to the Respondent that a District Disability Committee has been appointed and the petition for

indefinite disability suspension must state that the Respondent may request appointment of counsel by BODA to represent him or her at the disability hearing. BODA will reimburse appointed counsel for reasonable expenses directly related to representation of the Respondent.

(b) To receive appointed counsel under TRDP 12.02, the Respondent must file a written request with the BODA Clerk within 30 days of the date that Respondent is served with the petition for indefinite disability suspension. A late request must demonstrate good cause for the Respondent's failure to file a timely request.

Rule 8.06. Hearing

The party seeking to establish the disability must prove by a preponderance of the evidence that the Respondent is suffering from a disability as defined in the TRDP. The chair of the District Disability Committee must admit all relevant evidence that is necessary for a fair and complete hearing. The TRE are advisory but not binding on the chair.

Rule 8.07. Notice of Decision

The District Disability Committee must certify its finding regarding disability to BODA, which will issue the final judgment in the matter.

Rule 8.08. Confidentiality

All proceedings before the District Disability Committee and BODA, if necessary, are closed to the public. All matters before the District Disability Committee are confidential and are not subject to disclosure or discovery, except as allowed by the TRDP or as may be required in the event of an appeal to the Supreme Court of Texas.

IX. DISABILITY REINSTATEMENTS

Rule 9.01. Petition for Reinstatement

(a) An attorney under an indefinite disability suspension may, at any time after he or she has been suspended, file a verified petition with BODA to have the suspension terminated and to be reinstated to the practice of law. The petitioner must serve a copy of the petition on the CDC in the manner required by TRDP 12.06. The TRCP apply to a reinstatement proceeding unless they conflict with these rules.

(b) The petition must include the information required by TRDP 12.06. If the judgment of disability suspension contained terms or conditions relating to misconduct by the petitioner prior to the suspension, the petition must affirmatively demonstrate that those terms have been complied with or explain why they have not been satisfied. The petitioner has a duty to amend and keep current all information in the petition until the final hearing on the merits. Failure to do so may result in dismissal without notice.

(c) Disability reinstatement proceedings before BODA are not confidential; however, BODA may make all or any part of the record of the proceeding confidential.

Rule 9.02. Discovery

The discovery period is 60 days from the date that the petition for reinstatement is filed. The BODA Clerk will set the petition for a hearing on the first date available after the close of the discovery period and must notify the parties of the time and place of the hearing. BODA may continue the hearing for good cause shown.

Rule 9.03. Physical or Mental Examinations

(a) On written motion by the Commission or on its own, BODA may order the petitioner seeking reinstatement to submit to a physical or mental examination by a qualified healthcare or mental healthcare professional. The petitioner must be served with a copy of the motion and given at least seven days to respond. BODA may hold a hearing before ruling on the motion but is not required to do so.

(b) The petitioner must be given reasonable notice of the examination by written order specifying the name, address, and telephone number of the person conducting the examination.

(c) The examining professional must file a detailed, written report that includes the results of all tests performed and the professional's findings, diagnoses, and conclusions. The professional must send a copy of the report to the parties.

(d) If the petitioner fails to submit to an examination as ordered, BODA may dismiss the petition without notice.

(e) Nothing in this rule limits the petitioner's right to an examination by a professional of his or her choice in addition to any exam ordered by BODA.

Rule 9.04. Judgment

If, after hearing all the evidence, BODA determines that the petitioner is not eligible for reinstatement, BODA may, in its discretion, either enter an order denying the petition or direct that the petition be held in abeyance for a reasonable period of time until the petitioner provides additional proof as directed by BODA. The judgment may include other orders necessary to protect the public and the petitioner's potential clients.

X. APPEALS FROM BODA TO THE SUPREME COURT OF TEXAS**Rule 10.01. Appeals to the Supreme Court**

(a) A final decision by BODA, except a determination that a statement constitutes an inquiry or a complaint under TRDP 2.10, may be appealed to the Supreme Court of Texas. The clerk of the Supreme Court of Texas must docket an appeal from a decision by BODA in the same manner as a petition for review without fee.

(b) The appealing party must file the notice of appeal directly with the clerk of the Supreme Court of Texas within 14 days of receiving notice of a final determination by BODA. The record must be filed within 60 days after

BODA's determination. The appealing party's brief is due 30 days after the record is filed, and the responding party's brief is due 30 days thereafter. The BODA Clerk must send the parties a notice of BODA's final decision that includes the information in this paragraph.

(c) An appeal to the Supreme Court is governed by TRDP 7.11 and the TRAP.