



Houston Bar Association

COMMITTEE APPOINTMENT REQUEST 2011-2012

REAPPOINTMENT TO A COMMITTEE ON WHICH YOU HAVE BEEN SERVING IS **NOT** AUTOMATIC.
YOU MUST RETURN THIS FORM BY MARCH 18, 2011.

• **Administration of Justice Committee:** This committee reviews the operation of the courts in Harris County, creates opportunities for communication between attorneys and the judiciary, and works to facilitate the administration of justice.

• **Adopt-a-School Committee:** This committee maintains a partnership with B.C. Elmore Middle School to improve the quality of education for students and faculty in this North Forest ISD school. The committee implements enrichment programs, seeks donations and recruits volunteers for projects at this "adopted" school.

• **AIDS Outreach Committee:** This committee works to provide free legal services, assistance and education to persons with HIV/AIDS, their caregivers, and health professionals. This committee also coordinates a Holiday Gift Drive for families affected by HIV/AIDS.

• **Alternative Dispute Resolution Committee:** This committee assists and supports the operation and maintenance of the Dispute Resolution Center, Inc. and related programs. The committee makes recommendations to the HBA Board of Directors on the operation and administration of these programs. Limited number of committee spaces available.

• **Campaign for the Homeless Committee:** This committee oversees the HBA's participation in the annual Campaign for the Homeless fundraising effort and coordinates an annual fall coat and clothing drive and spring children's clothing/diaper drive.

• **Communities in Schools Committee:** This committee supports the Summer Legal Internship Program sponsored by the HBA and Communities in Schools Houston, which provides opportunity for at-risk high school students from Houston-area schools to participate in an eight-week internship with Houston law firms and legal entities. The committee assists in recruiting offices to participate in the program, as well as providing enrichment activities for students.

• **Consumer Law Task Force:** This task force explores and develops ways in which the HBA can help families face difficult consumer issues in challenging economic times, including providing volunteer attorneys for advice and counsel at legal clinics, and developing resources and training to assist attorneys in handling consumer law issues.

• **Continuing Legal Education Committee:** This committee plans and executes continuing legal education seminars, institutes and special programs. This committee has membership requirements. Please call Lucy Fisher at 713-759-1133 for more information.

• **County Law Library Committee:** This committee reviews the facilities of and the materials in the Harris County Law Library and makes recommendations to the HBA Board of Directors on how the Bar can serve the library.

• **John J. Eikenburg Law Week Fun Run Committee:** This committee organizes the annual John J. Eikenburg Law Week Fun Run for HBA members and the community that benefits The Center (Serving Persons with Intellectual Disabilities.)

• **Elder Law Committee:** Committee members volunteer to visit senior citizen sites bi-monthly to provide legal advice to qualified senior citizens. Additionally, if needed, the committee members assist in securing legal representation for the senior by an HVLP volunteer attorney. The committee also supervises the publication and distribution of the Elder Law Handbook and organizes a yearly Will-A-Thon for eligible seniors.

• **Fee Dispute Committee:** This committee arbitrates disputes between attorneys and clients involving legal fees.

• **Gender Fairness Committee:** This committee examines issues related to gender fairness in the legal profession and develops programs that provide a forum for discussion of issues related to gender fairness, including training and support for attorneys. The committee promotes awareness of these issues within the profession and encourages law firms and corporate legal departments to set policies that promote gender fairness.

• **Golf Tournament Committee:** This committee plans and conducts an annual golf tournament for HBA members.

• **Habitat for Humanity:** This committee is responsible for raising the funds and recruiting the volunteers needed to build homes with Habitat for Humanity.

• **HAY Center Committee:** This committee works with the Houston Alumni and Youth (HAY) Center to provide services to youth who are aging out of the foster care system in Harris County, including enrichment programs, sealing and expunging of juvenile records, and stocking a "Ready Room" for those beginning their first independent living arrangement..

• **Historical Committee:** This committee is responsible for researching and preserving the history of the association and its members.

• **The Houston Lawyer Committee:** The person appointed editor of The Houston Lawyer magazine chairs this committee. The committee is responsible for the editing and publishing of the magazine in cooperation with the HBA staff and sets editorial policies and procedures as approved by the HBA Board of Directors. This committee has membership requirements. Please call Tara Shockley at 713-759-1133 for more information.

• **Houston Lawyer Referral Service Committee:** This committee serves as the Houston Bar Association Lawyer Referral Service Board, and provides services to and support of the Lawyer Referral Service as needed and approved

by the HBA Board of Directors. Limited number of committee spaces available.

• **Houston Volunteer Lawyers Program Committee:** This committee oversees the operation of the Houston Volunteer Lawyers Program, which provides pro bono legal services to Houston citizens who meet HVLP's established financial guidelines. Limited number of committee spaces available.

• **IDEA Committee:** This committee establishes liaison with the medical community to explore common concerns and implement joint projects. The committee currently coordinates the Interprofessional Drug Education Alliance (IDEA), a cooperative effort between the HBA and medical professionals. Through IDEA, medical professional/lawyer teams volunteer to educate fifth graders about the medical and legal consequences of drug abuse.

• **Juvenile Consequences Partnership:** A partnership of the HBA, the Harris County Juvenile Probation Department, the Harris County District Attorney's Office and the Houston Police Department that hold monthly sessions to provide youth and their parents with information about the juvenile justice system. Each partner discusses its role in the juvenile justice system and the consequences of entering the system.

• **Judicial Polls Committee:** This committee develops and distributes, in election years, a judicial candidate qualification questionnaire and a judicial preference poll, and in non-election years, a judicial evaluation poll to HBA members. The committee also is responsible for disseminating the results of these polls on the HBA web site to members and the public.

• **Law & the Media Committee:** This committee plans and executes the yearly Law and the Media Seminar, as well as a biannual media training program for the HBA Board of Directors.

• **Law Week Committee:** This committee plans and implements a comprehensive program of activities in commemoration of Law Day, May 1, a national holiday set aside to recognize the importance of law in our society.

• **Lawyers Against Waste:** This committee works with the City of Houston and Keep Houston Beautiful to organize an annual park clean-up project which commemorates Law Week and Earth Day.

• **Lawyers for Literacy Committee:** The committee coordinates the HBA's participation in the READ Commission's corporate spelling bee, conducts an annual book drive for "gently-used" books, and organizes volunteers to read at elementary schools. Committee members assist

See Appointment Request Form & Other Committee Descriptions on Reverse Side

in recruiting volunteer attorneys to act as tutors for the HBA's adopted middle school.

• **LegalLine Committee:** This committee oversees the operation of the HBA's call-in program that provides free legal help for Houston citizens. The committee is responsible for recruiting panels of volunteer attorneys to answer questions from callers between 5 p.m. and 9 p.m. on the first and third Wednesdays of each month.

• **Membership, Member Benefits & Pictorial Roster Committee:** This committee works to increase the membership of the HBA and makes recommendations to the HBA Board of Directors on the timing and nature of membership drives. The committee conducts at least two membership drives each year and actively solicits members for the organization. The committee also monitors the current membership benefits package and makes additional member benefits recommendations to the Board of Directors and

oversees the publication of the annual Pictorial Roster of HBA members.

• **Minority Opportunities in the Legal Profession Committee:** This committee will encourage and promote equal opportunities for, as well as active involvement and participation by, minority lawyers in the legal profession and in the Houston Bar Association by sponsoring a clerkship program for minority, first-year law students, as well as, educational, service and support projects.

• **Professionalism Committee:** This committee works to promote professionalism within the legal community and to encourage public awareness of the HBA's commitment to its mandate on professionalism. The committee also coordinates the HBA Mentor Program and organizes an annual Professionalism Day, a joint program with the three Houston law schools. All members of this committee licensed 5 years or more will be expected to serve as a mentor.

• **Senior Lawyers Forum:** This committee is responsible for planning quarterly luncheon meetings and recruiting the speakers for the luncheons.

• **Speakers Bureau Committee:** This committee is responsible for maintaining a list of members of the association who are willing to speak before schools, service clubs and other civic organizations. The HBA office serves as a contact point for citizens and organizations to request such speakers. Twice each year the committee co-sponsors The People's Law School along with the University of Houston, Channel 13 and the Houston Chronicle. At this event for the public, the committee chair and the HBA President serve as speakers.

• **Special Olympics Committee:** This committee coordinates and recruits volunteers in support of Texas Special Olympics sports activities.

All committee appointments are made by the HBA President.

Reappointment to a committee on which you have been serving is not automatic. You must return this form.

If you are interested in continuing to serve on a specific committee, please indicate that on the form below. Every effort will be made to accommodate your interests, and you may serve on more than one committee. Some committees, however, have limited membership. For more information, please contact Kay Sim at (713) 759-1133.

You must be a current member of the HBA in order to serve on an HBA committee.

HBA Committee Appointment Request Form

You may list up to three committees on which you would like to serve, in order of preference:

- 1. _____
- 2. _____
- 3. _____

Alternate, if above choice(s) are full: _____

No preference, I would like to serve on an HBA committee where needed.

Name: _____ Firm: _____

Address: _____ City: _____ State: _____ Zip: _____

Office Phone: _____ Fax: _____ E-mail _____

Return by Friday, March 18th to the Houston Bar Association, 1001 Fannin, Suite 1300, Houston, TX 77002, by email to BillyS@hba.org or by fax to (713) 759-1710.

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