



Fiscal Year 2020 Annual Report



Virginia Judges and Lawyers Assistance Program

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Executive Director's Message

This year has been a period of historical change for the Virginia Judges and Lawyers Assistance Program (VJLAP, formerly Lawyers Helping Lawyers). As the high-risk and widespread nature of substance use and mental health disorders within the legal profession became better understood, Virginia took bold steps to support personal and professional wellness throughout our legal community. One of the first significant actions was to expand VJLAP to improve local, regional, and statewide assistance to all members of the legal profession and their families who are affected by these concerns.

Key components for improving the well-being of our profession are implementing workable wellness preventative and risk-responsive enhancement strategies, being able to recognize the early warning signs and symptoms of impairment, and knowing where and how to find help. VJLAP is working closely with our partners and stakeholders in collaborating to promote wellness throughout the Commonwealth through broad outreach, including CLEs and presentations, expanded crisis-prevention efforts, and enhanced awareness of intervention resources. Thanks to the vision and support of Supreme Court of Virginia (SCV), the Virginia State Bar (VSB), the Virginia Bar Association (VBA), and the Virginia Trial Lawyers Association (VTLA), VJLAP received additional funding and has now fully executed the Lighthouse Plan¹ we have been talking about for several years.

VJLAP's mission remains, as it was from the beginning: to provide confidential, non-disciplinary, no cost assistance to judges, lawyers, law students, bar applicants, other legal professionals, and their families in addressing substance use and, since the mission expanded, mental health concerns. Legislation passed by the General Assembly resulted in increased funding from VSB members for lawyers' wellness, and VJLAP funding increased from \$150,000.00 to \$687,000.00 per year, which is administered by the SCV Office of the Executive Secretary (OES). VJLAP continues as a 501(c)(3) non-stock corporation, with responsibility to raise the additional amounts needed to fully fund the annual \$770,000.00 budget. Initial funds under the VJLAP/OES agreement were received beginning September 2019. A triennial financial audit of the FY 2019 finances was conducted by WellsColeman with the final report delivered in November 2019. As in previous audits, VJLAP was given a clear report. Audited Financial Statements and the final report were provided to OES in November 2019.

We continue to rely on our amazing peer volunteers, and, instead of a single counselor, we are now fully staffed and have a team of professionals in key parts of the Commonwealth. Our Clinical Director, Jim Leffler, is now supported by a Deputy Clinical Director, Barbara Mardigian, who has

¹ In 2017, the VJLAP Board of Directors approved the Lighthouse Strategic Plan to expand the VJLAP organizational structure to include regional coordinators for providing services and organizing volunteers. Adoption of the Lighthouse Plan was a recommendation of SCV's 2018 report, *A Profession at Risk*. The 2019 assessment added to the VSB dues, in part, funded this expansion.



a principal geographic focus in Northern Virginia. Janet Van Cuyk joined our team as our Tidewater Region Manager, and Angeline Saferight Lloyd is our Southwest Region Manager. Each member of our professional staff is connected to the others and to our volunteers and located closer to the local legal communities.

With improved staffing and expanded ideas, we enhanced our outreach efforts with the goal of ensuring that every legal professional throughout the Commonwealth knows VJLAP is available. With the name change from Lawyers Helping Lawyers to VJLAP, VJLAP adopted a new look and expanded our outreach and social media presence. A generous grant from the Virginia Law Foundation allowed us to work with Torx Media on our new branding and web design, and we could not be happier with the results. We updated our website blog (The Beacon) and Facebook page and started VJLAP Twitter, Instagram, and LinkedIn accounts. We strive to serve as a beacon of hope to anyone reaching out by whatever means available.

Our 15th Annual VJLAP Retreat was held in September at Wintergreen Resort. The Virginia Law Foundation awarded VJLAP a \$20,000.00 grant and this, with the help of sponsor and exhibitor contributions, offset the cost of the retreat. Over 80 attendees received 8 continuing legal education credits, which included ethics. Additionally, the VJLAP Board of Directors annual training and orientation was held for a new 21 member Board that included seven SCV appointments.

In our outreach efforts, VJLAP reached out to law firms, government agencies, bar associations, and more to strengthen our partnerships in spreading the word on our purpose and availability. We enhanced our relationships within the law schools by assigning a specific VJLAP professional to each and making ourselves available in any way possible. We presented CLEs and were available at resource tables at trainings and conferences. The details of our outreach activities are provided in this report.

In the one month between our first fully-staffed month in January and the pandemic restrictions in March, we saw a doubling of our first-time client engagement, the largest single month of new clients in our history. In April, the month after the commencement of pandemic restrictions, our support group (women's, 12-step, and wellness via Zoom) participation increased by 60 percent. VJLAP took advantage of the expanded staff and virtual capabilities and has remained open, with acute awareness of the possible exacerbation of areas of concerns as the world adapted and continues to adapt to our ever-changing circumstances. A lot has changed over the last six months and, certainly, COVID-19 has limited our activity; but the care and attention our team gives each individual seeking our assistance remains the same as it has been for the past 35 years. The details of our clinical activities are provided in this report.

VJLAP gives special thanks to the SCV, ALPS, the Virginia Law Foundation, VTLA, Minnesota Lawyers Mutual, Hunton Andrews Kurth, McGuire Woods and all the individual donors whose generosity helps improve the lives of many legal professionals throughout Commonwealth. Thank you for your trust, faith, support, and guidance but more importantly, for your care and commitment to your fellow legal professionals.



Introduction and Overview

Mission and Purpose

Mission Statement

Virginia Judges and Lawyers Assistance Program (VJLAP) provides confidential, non-disciplinary assistance to lawyers, judges, law students, and legal professionals who are experiencing professional impairment as a result of substance abuse or mental health problems. Our assistance is designed to promote recovery, protect the client, prevent disciplinary problems for the lawyer, support their families and professional associates, and strengthen the profession.

Purpose

- (a) Aid and assist lawyers, judges, and other members of the legal profession in Virginia who may suffer from chemical dependency and other mental disorders which may impair their professional performance.
- (b) Educate members and prospective members of the legal profession regarding the impact of chemical dependency and other mental disorders.
- (c) Educate members and prospective members of the legal profession regarding the services provided by VJLAP to prevent and treat the problems posed by these disorders.

History

In 1985, *Lawyers Helping Lawyers* was established and administered by the Substance Abuse Committee of the Virginia Bar Association. As the program grew, the need for a mental health component was recognized and the mission was expanded. The program was incorporated as a 501(c)(3), non-stock corporation and opened an independent office in 2003.

As the risk for and prevalence of substance use and mental health disorders in the legal profession became more widely known, *Lawyers Helping Lawyers* program expanded and was renamed the *Virginia Judges and Lawyers Assistance Program* in 2019.

The assistance provided by VJLAP staff and volunteers is subject to civil immunity pursuant to § 8.01-226.1 of the *Code of Virginia* and reporting exceptions under Rule 8.3(d) of the *Virginia State Bar Rules of Professional Conduct*.



Services

VJLAP is a voluntary, confidential, non-disciplinary, no-cost program which assists legal professionals who are or may be at risk for experiencing impairment as a result of substance use and mental health conditions.

The VJLAP professional staff responds to every inquiry or request for assistance and, with the assistance of a network of volunteer attorneys from across the Commonwealth, provides information, interventions, and services tailored to the needs of each situation.

Our assistance is designed to:

- Prevent disciplinary problems for professionals,
- Promote recovery,
- Protect the working professional,
- Protect the clients;
- Protect the public,
- Strengthen the profession, and
- Support families and professional associates.

Our services include:

- Assessments,
- Intervention services,
- Counseling,
- Referral to other providers,
- Support groups,
- Monitoring rehabilitation contracts,
- Peer support, and
- Education and outreach.

VJLAP recognizes that prevention and early intervention are effective means for addressing the substance use and mental

health risks within the legal profession, promotes connection, and places a high emphasis on education. VJLAP educates members and prospective members of the legal profession regarding the impacts of chemical dependency and mental health disorders through written materials, social media, presentations, and continuing legal education course offerings.

Clients

VJLAP provides assistance to all members of Virginia's legal community and their families, including:

- Judges,
- Lawyers,
- Law students,
- Bar applicants,
- Other legal professionals, and
- Families of legal professionals.

Focus Areas

VJLAP assists legal professionals with all levels and types of substance use and mental health problems. These include, but are not limited to:

- Substance use disorders, including alcoholism and other chemical dependency;
- Compulsive gambling;
- Other addictive disorders;
- Depression;
- Anxiety;
- Compassion fatigue,
- Grief and loss,
- Dementia, and
- Stress and burnout.



Governance

2020 Board of Directors

Executive Committee

P. Watson Seaman, *President*
Janie L. Rhoads, *President Elect*
Drew D. Sarrett, *Secretary***
Susan C. Busch, *Treasurer**
K. Dennis Sisk, *Immediate Past President*

Directors:

Gregory R. Bishop
Samuel R. Brumberg
Hon. Manuel A. Capsalis
Justin W. Earley
Leonard C. Heath, Jr.
Helivi L. Holland
Victoria M. Huber
K. Lorraine Lord
Andrew Lucchetti*
Kevin E. Martingayle
James M. McCauley*
Bernard G. Meyer
Asha S. Pandya*
Hon. James E. Plowman
John B. Rickman
Raymond M. White
Barbara S. Williams

* Term expired July 1, 2020

** Secretary and Treasurer, effective July 1, 2020

Board Members Emeritus

Barbara Ann Williams
David S. Mercer
George Hettrick
George W. Shanks
Hon. John A. Gibney, Jr.
Hon. Thomas O. Bondurant, Jr.
John T. Molumphy, III
Stephen E. Baril

Professional Staff

VJLAP has a team of professionals dedicated to helping legal professionals and their families with substance use and mental health issues.

Whether we as a team have been through recovery ourselves or just want to encourage our peers, our goal is to always support the on-going recovery process of lawyers and judges and to educate the legal community about the devastating short-term and long-term effects of substance abuse and mental health issues.

Team Members

Tim Carroll, Executive Director
Jim Leffler, Clinical Director
Barbara Mardigian, Deputy Clinical Director
Angela Saferight Lloyd, Southwest Region Manager
Janet P. Van Cuyk, Tidewater Region Manager

New Board Members, Effective July 1, 2020

Joseph R. Carico
Doris H. Causey
Michael N. Herring
J. Neal Insley



Achievements

Clinical Highlights

Cases

VJLAP provides confidential, non-disciplinary, no cost assistance to legal professionals across the Commonwealth to manage substance use and mental health concerns which have or may have an impact upon a lawyer's competence. VJLAP maintains a secure electronic data collection system for case management purposes from which data may be extracted in aggregate, confidential form. The information provided in this report is extracted from the VJLAP database.

Contact with a legal professional for the first time during the fiscal year (FY) will generally result in establishing a new intake case. When the communications during which the information or intervention is provided do not provide sufficient information to classify an identified client, a new intake case will not be opened in the database (e.g., the client declines to disclose). VJLAP provides the same level of assistance to all legal professionals seeking assistance regardless of whether a new intake case is established in the database.

Requests for assistance may be made informally by a legal professional or a concerned family member, friend, or colleague or formally through the VSB employer, or a court. A request may be submitted through the website, via

electronic mail or other written communication, through a telephone call, whether through the 24/7 hotline number or a regional contact, or during an in-person conversation. VJLAP responds to every request for assistance received.

In FY 2020, there were a total of 84 new intake cases captured in the VJLAP database, averaging 7.8 cases per month with the highest rate in February, with 14 and lowest in March, with 4. Sixty-seven percent of these cases identified as male; 33 percent as female. Sixty percent of new intake cases were lawyers; 16 percent were law students. There were also seven suspended attorneys, six bar applicants, two disbarred attorneys, two judges, two retired attorneys, and two other legal professionals. Thirty-four percent of new intakes were solo practitioners or worked in a small firm. Fifteen percent worked in federal, state, or local government. Eleven clients were unemployed, five worked in mid-sized firms, and two in a large firm.

Eighty-four percent of the new intake cases were through informal referrals; 16 percent were formal referrals. Fourteen percent of the new intake cases were self referrals. Twenty percent were referred by an attorney, a friend, or a family member. Seventeen percent were through a presentation, CLE, or the website. Thirteen percent were referred by VSB; ten percent by a judge; and six percent by a law school.



A client may be struggling with numerous issues when seeking assistance. Through the intake process, VJLAP identifies the primary area of concern for this client and indicates that in the database. Substance use was the most common primary area of concern presented, comprising 43 percent of the new intake cases. Depression was the second most common (20 percent); anxiety was the third (9 percent).

Support Groups

In VJLAP support groups, legal professionals with similar areas of concern come together to provide each other with greater senses of empowerment and connection, to share coping strategies, and to gain perspective on one's own and others' struggles. VJLAP hosts and/or supports numerous support groups: 12-Step Support, Wellness Support, and Women's Wellness Support.

All support groups are open to all members of the legal profession seeking connection with and support from other legal professionals in managing concerns related to substance use and other compulsive behaviors in 12-Step Support groups, general wellness in the legal profession in Wellness Support groups, and women-specific matters in Women's Wellness Support groups. The discussions and membership are confidential.

From July through March, the support groups held in-person meetings at designated locations across the state. Beginning in March, all support groups transitioned to virtual meetings hosted on the Zoom platform, with VJLAP serving as

the meeting host for all. Beginning in January 2020, VJLAP has tracked support group meeting attendance.

12-Step Support

During FY 2020, there were ongoing 12-step support groups in Alexandria, Charlottesville, and Richmond. The Alexandria and Richmond 12-Step Support groups both met on Wednesdays, at 5:30 pm and 6:00 pm respectively. The Charlottesville 12-Step Support meeting met on the first and third Mondays, with a several month period where the group did not meet. The Charlottesville 12-Step Support group has met consistently since January 2020.

Between January and July 2020, the 12-Step groups had the following attendance:

- *Alexandria 12-Step Support:* This group met 25 times with a total attendance of 273. This group averaged 11 participants per meeting.
- *Charlottesville 12-Step Support:* This group met 10 times with a total attendance of 78. This group averaged 8 participants per meeting.
- *Richmond 12-Step Support:* This group met 25 times with a total attendance of 214. This group averaged 8.5 participants per meeting.

Wellness Support

During FY 2020, there were ongoing wellness support groups in Richmond, Roanoke, and Virginia Beach; and a Southwest Wellness Support group was established in April 2020. The Roanoke Wellness Support met weekly on Mondays at 6:15 pm; the Virginia Beach Wellness Support group met weekly on



Thursdays at 6:00 pm. The Richmond Wellness Support group met the second and fourth Mondays at 6:15 pm, and the Southwest Wellness Support group met weekly on Thursdays at 12:00 pm.

Between January and July 2020, the Wellness Support groups had the following attendance:

- *Richmond Wellness Support*: This group met 10 times with a total attendance of 78. This group averaged 8 participants per meeting.
- *Roanoke Wellness Support*: This group met 24 times with a total attendance of 85. This group averaged 3.5 participants per meeting.
- *Southwest Wellness Support*:* This group met 9 times with a total of 29 participants. This group averaged 3 participants per meeting.
- *Virginia Beach Wellness Support*: This group met 24 times with a total of 137 participants. This group averaged 6 participants per meeting.

* The Southwest Wellness Support group data reflect attendance beginning in April 2020.

Women's Wellness Support

Three women's support groups were established in FY 2020, in Alexandria, Richmond, and Southwest. The Alexandria Women's Support group began meeting in December 2019 on Tuesdays at 6:30 pm, the Richmond Women's Support Group began meeting in February 2020 on Wednesdays at 12:00 pm, and the Southwest Women's Support Group began meeting in June 2020 on Wednesdays at 12:00 pm. These groups have met at different intervals during the

reporting period (twice per month and weekly) depending on the needs of the group.

- *Alexandria Women's Support*: This group met 18 times with a total attendance of 164. This group averaged 9 participants per meeting.
- *Richmond Women's Support*: This group met 10 times with a total attendance of 33. This group averaged 3 participants per meeting.
- *Southwest Women's Support*: This group met one time with a total attendance of two participants.

Monitoring Agreements

VJLAP engages clients in a contractual rehabilitation agreement in specific circumstances. These occur when a third party such as an employer, the Disciplinary Committee of the VSB or Character and Fitness Committee of Virginia Board of Bar Examiners, or the court provides the lawyer opportunity to remain employed or licensed or to participate as a condition of employment, licensure, or case disposition and want assistance in monitoring progress and recovery.

Peer volunteers, who have received training about the Rehabilitation Monitoring Agreements and the role and duties of monitors, may act as contract monitors for legal professionals in their area of the state. The client must sign applicable releases for information to be shared with the relevant third parties.

In FY 2020, there were a total of 37 VJLAP Rehabilitation Contracts served. Nineteen were new contracts executed during the FY; 18 continued from FY 2019. Fifteen contracts were terminated during FY 2020, 13 successfully and 2 unsuccessfully due to client non-compliance.



Interventions

VJLAP also provides intervention services when a group of family, friends, or associates of a legal professional are concerned about an individual's behavior and want assistance with approaching that individual with these concerns. VJLAP provides intervention training to the inquiring group and is available to assist directly with the intervention.

The training session with the group of concerned individuals explores the behavior about which they are concerned, participant expectations, and possible outcomes (e.g., the legal professional will be sober at work). Specific assignments are given to members of the concerned group (e.g., checking the individual's insurance benefits; talking with friends and family), as applicable and appropriate to facilitate the intervention. When the

intervention occurs, a VJLAP professional is available to participate and may involve a VJLAP volunteer in the process.

VJLAP did two interventions in FY 2020. One intervention was at the behest of a Juvenile and Domestic Relations District Court (J & DR) judge involving an attorney who was frequently missing court. Involved in the intervention were the J & DR judge, a General District Court judge, a Circuit Court judge, VJLAP volunteer, and VJLAP's Clinical Director. The client was evaluated and received counseling for depression and was able to improve her attendance. The second intervention was done in conjunction with a small law firm involving a partner who was exhibiting signs of impairment. The individual was placed on a VJLAP Rehabilitation Monitoring Agreement and had ten months of continuous sobriety at the close of the FY.



Education and Outreach

A primary VJLAP education and outreach focus recognizes that connection is a foundational building block for recovering from addiction and coping with mental health disorders. VJLAP is available to assist every member of the legal profession who seeks assistance with mental health and substance use concerns and strives to serve an integral role in the process of establishing appropriate supports and connections for long-term recovery.

With the FY 2020 improved staffing, VJLAP enhanced outreach efforts with the goal that every legal professional throughout the Commonwealth is aware that VJLAP is available and knows how to contact VJLAP if and when needed.

VJLAP built upon the strong base of support developed since the organization's establishment in 1985 and, with the new name, engaged in a comprehensive rebranding campaign throughout the FY. The VJLAP website, website blog ([The Beacon](#)), and [Facebook](#) page were updated; and VJLAP [Twitter](#), [LinkedIn](#), and [Instagram](#) accounts were established.

VJLAP reached out to the law firms, government agencies, bar associations, and more to strengthen partnerships in spreading the word on the organization's purpose and availability. VJLAP professionals presented continuing legal education courses and were available at resource tables at trainings and conferences. VJLAP has worked to enhance relationships with

Virginia's law schools, assigning a specific VJLAP professional to each to be available for whatever outreach and service provision may be uniquely tailored for each.

VJLAP took advantage of the expanded staff and virtual capabilities and remained open throughout the COVID-19 pandemic restrictions, with acute awareness of the possible exacerbation of areas of concerns as the world adapts and daily routines and lives are impacted by global uncertainty and ever-changing events. VJLAP submitted articles, blurbs, posts, tweets, and any other medium for written words to continue to raise awareness of the risks, problems, and solutions within the legal profession.

Fall Retreat

The 15th Annual VJLAP Fall Retreat was held September 6-7, 2019 at Wintergreen Resort. The retreat hosted 81 participants and offered 8 hours of continuing legal education credits. Scholarships were available to individuals whose fiscal limitations restricted the ability to attend; 12 participants attended as scholarship recipients. A VJLAP Board of Directors' orientation and training was also conducted in conjunction with the Retreat.

The Retreat was principally funded through a grant from the Virginia Law Foundation and was sponsored by Hunton Andrews Kurth LLP, McGuireWoods LLP, Bradford Health Services, Fellowship Hall Drug and Alcohol Recovery Center (Greensboro, NC), and Pavilion (Mill Spring, NC). Exhibitors included Caron Treatment Centers, Delphi Behavioral Health Group, and Fellowship Hall Drug and Alcohol Recovery Center.



Constituent Collaboration

VJLAP worked to enhance relationships and collaboration with our partners in government agencies, the courts and court administrators, and the legal community. For example, VJLAP directly contacted the president/chair of every local bar association in the Commonwealth and has met with many to plan and deliver education and outreach opportunities. Additionally, the VJLAP collaboration with the VLWI has been ongoing, including working on outreach materials, articles, continuing legal education courses, and presentations together.

Below are significant constituent collaboration activities from the FY.

- In October, VJLAP began discussions with the Wellness Chair of the Alexandria Bar Association to discuss a women's support group in Northern Virginia. The group began meeting in December 2019.
- In November, VJLAP met with Margaret Ogden, Caroline Kirkpatrick, and Gordon Wilkins from the OES to discuss the partnership and collaboration between VJLAP and VLWI. The partnership and collaboration have been open and ongoing throughout the FY.
- In November, VJLAP met with personnel from VSB to discuss the referral process.
- In March, VJLAP attended the New River Valley Legal Secretaries' Meeting.
- In April, VJLAP met with the Charlottesville VJLAP Advisory Committee to explore ways to increase VJLAP's presence and visibility in Charlottesville and surrounding area.
- In May, VJLAP developed a continuing legal education course, in conjunction with VLWI, to address the importance of

personal and occupational wellness while social distancing.

- In May, VJLAP collaborated with the VBA's Young Lawyers Division and VLWI to plan the first statewide lawyer wellness challenge

VJLAP also consults and collaborates with other state's lawyer assistance programs. Significantly, VJLAP has coordinated with the Michigan, Montana, Tennessee, and Kentucky lawyer assistance programs in support of clients.

VJLAP met with representatives from the following bar associations:

- Alexandria Bar Association
- Charlottesville/Albemarle County Bar Association
- Greater Peninsula Women's Bar Association
- Metro Richmond Women's Bar Association
- Newport News Bar Association
- Norfolk Bar Association
- Old Dominion Bar Association
- Portsmouth Bar Association
- Virginia Criminal Defense Lawyers Association
- Virginia Trial Lawyers Association
- Washington County Bar Association



Continuing Legal Education (CLE)

Below are the CLE courses VJLAP has presented or hosted during the FY:

- VJLAP worked with VLWI and the Virginia Law Foundation to develop wellness CLEs to be available at no cost.
 - “Changes in the Legal Assistance Program in Virginia” (Tim Carroll, Janie Rhodes, and Jim Leffler) for Virginia CLE.
 - “Wellness: How to Identify and Get Help Managing Stress and Anxiety” (Barbara Mardigian) for Virginia CLE.
- August:
 - “The Aging of the Bar” (Jim Leffler and Katherine Montgomery).
 - “Lawyers Obligations towards Colleagues” (Katie Uston, Seth Guggenheim, and Jim Leffler).
- January:
 - “Lawyer Wellness” (David Mercer, Tim Carroll, and Kristine Kuzemka, the Director of the Nevada LAP) for the College of Community Association Lawyers Law Seminar held in Las Vegas to over 125 attendees.
 - “Compassion Fatigue” (Jim Leffler) at the VBA Winter Conference to 38 lawyers and judges.
- May:
 - “Occupational Wellness While Social Distancing” (Jim Leffler, Barbara Mardigian, Margaret Ogden, Angeline Saferight Lloyd) online to 165 legal professionals.
 - “Ethical Implications of Mental Health Issues and Substance Abuse among Legal Professionals” (Jim McCauley and Jim Leffler) for the Alexandria Bar Association to 40 legal professionals.

- June: “How to Identify and Manage Anxiety and Depression” (Barbara Mardigian) to (i) The Veteran’s Law Association” for 220 legal professionals; (ii) The Winchester/Frederick Bar Association for 9 legal professionals; and (iii) The Virginia Women’s Attorney Association for 11 legal professionals, including one judge.

Presentations

Below are the non-CLE credit presentations presented or hosted by VJLAP during the FY:

- August: Gordon Wilkins, Bill Heatwole, and Tim Carroll presented at the General District Court Judges Conference.
- September:
 - Dennis Sisk, VJLAP Immediate Past President, attended The American Bar Association Commission on Lawyer Assistance Programs Annual Conference and participated on a panel titled “State Implementation of the National Task Force Report on Lawyer Well-Being: Lessons Learned,” where he provided an update on the progress made in Virginia.
 - Jim Leffler presented at the Paralegal Association of Northern Virginia.
- October:
 - Jim Leffler, Peter Coleman, M.D., and Stephen Juge presented on addiction and ethical implications to the Charlottesville and Albemarle County Bar Association (44 attendees)
 - Jim Leffler, Renu Brennan, and Cathy Lee presented at the Virginia Legal Aid Conference (158 attendees).
- February: Barbara Mardigian and Jim Leffler presented to the Richmond Chapter of Law Office Administrators.



- May: Janet Van Cuyk and Jim Leffler participated in “Java Jab with Jim and Janet,” a wellness opportunity presented by the VBA, Young Lawyers Division (10 attendees).

Conference Exhibitions

VJLAP exhibited at the following conferences and events in the FY.

- July: The VBA Summer Conference.
- January: The VBA Winter Conference
- March:
 - Bar Leaders Institute
 - Association of Law Firm Administrator’s Conference
 - Young Lawyers
- April: Solo and Small Firm Practitioner’s Conference

Law Schools

Appalachian School of Law (Assigned VJLAP professional: Angeline Saferight Lloyd)

- August:
 - VJLAP met twice with student ambassadors (second- and third-year law student volunteers) to train to run support groups for first year students.
 - VJLAP met with first year law students to help them (i) understand and prepare for the stress of law school, (ii) the purpose of the support groups they are required to attend, and (iii) how VJLAP can be of support.
- October: VJLAP provided training with students (23 students and 3 staff in attendance).
- January: VJLAP met with Dr. Rick Carroll who provides counseling services to law students.

- March:
 - VJLAP met with 27 student ambassadors to discuss the process of, progress with, and future planning for the student-led support groups worked.
 - VJLAP planned for, with Jina Sauls and Glenna Owens, and participated in the “Meet the Counselor Tea” (over 25 students attended).

College of William and Mary Law School (Assigned VJLAP professional: Janet P. Van Cuyk)

- November: VJLAP met with professionals from the School of Education and Counseling Department to discuss law students and outreach being provided by the Counseling Department.
- November: VJLAP presented to the Professional Responsibility class (Jim Leffler, Renu Brennan, and Drew Sarrett).
- June: VJLAP met with Laura Shepherd to plan for enhanced collaboration during the 2020-2021 academic year.

George Mason University, Antonin Scalia Law School (Assigned VJLAP professional: Barbara Mardigian)

- August: VJLAP met with the day and evening first-year law students as part Wellness Wednesday in their orientation week.
- June: VJLAP presented to law students on developing healthy coping strategies to survive law school (Barbara Mardigian and Hon. Manuel A. Capsalis).



Liberty University School of Law (Assigned VJLAP professional: Barbara Mardigian)

- October: VJLAP presented on wellness, managing stress, and related legal ethics opinions (Barbara Mardigian and Tracy Winn Banks; 25 attendees, including Dean Faulkner and Associate Dean Spaulding).

Regent University School of Law (Assigned VJLAP professional: Janet P. Van Cuyk)

- November: VJLAP presented to the Professional Responsibility class (Jim Leffler and Sherise Powers).
- November: VJLAP presented “The Soft Skills a Lawyer Needs” on stress management.
- February: VJLAP met with Dean Natt Gantt to explore ways to enhance VJLAP’s partnership with the school.
- March: VJLAP presented to the Professional Responsibility class (Janet Van Cuyk and Ryan Jones).
- June: VJLAP, Dean Gantt, and Assistant Dean Kimberly Van Essendelft communicated for planning enhanced collaboration during the 2020-2021 academic year.

University of Richmond School of Law (Assigned VJLAP professional: Jim Leffler)

- October: VJLAP met with Tracy Cassalia and Kristin Henderson, Director and Director of compliance for Title IX, respectively, to discuss VJLAP services and referrals for law students.
- November: VJLAP met with Associate Dean Alex Sklut to discuss enhanced collaboration.

University of Virginia School of Law (Assigned VJLAP professional: Janet P. Van Cuyk)

- In January, VJLAP, with Margaret Ogden and Tracy Winn Banks, met with faculty.
- In February, VJLAP met with Kate Duvall, Director of Student Services, to explore ways to increase VJLAPs involvement and presence on campus. Communications with Ms. Duvall have been ongoing.
- In February, VJLAP met with Dr. Katharine Janes, a UVA Counseling Center therapist assigned full-time to the law school, to plan collaboration activities.
- June: VJLAP and Ms. Duvall communicated for planning enhanced collaboration during the 2020-2021 academic year.

Washington and Lee University School of Law (Assigned VJLAP professional: Barbara Mardigian)

- March: VJLAP exhibited at the Wellness Day.

Wellness Summit/Monthly Law Student Wellness Meetings

- VJLAP participated on the planning committee for the Second Annual Law School Wellness Summit (which was canceled prior to its April 1, 2020 date). The planning included representatives from all of Virginia’s law schools, VLWI, the Virginia Law Foundation, and other student and bar associations. VJLAP was scheduled to give a presentation and have an exhibition table during the Summit.
- VJLAP participated in the monthly law student well-being conference call



facilitated by VLWI with representatives from all of Virginia's law schools and the Virginia Law Foundation.

Website and Social Media

In FY 2020, VJLAP updated the website, website blog ([The Beacon](#)), and [Facebook](#) page and started VJLAP [Twitter](#), [LinkedIn](#), and [Instagram](#) accounts.

Website

Thanks to a generous grant from the Virginia Law Foundation, the VJLAP website was updated to reflect the new name and focus on improving user engagement when using the site. During FY 2020, the VJLAP website (www.vjlap.org) was visited by 4,722 unique users of which 4,680 were new users during the reporting period. New users constituted 87.7% of the total visitors to the VJLAP website. There were 6,485 total sessions during which 18,454 pages were viewed.

Social Media

- The VJLAP LinkedIn page was activated in February 2020. The page has 64 followers and has had 104 page views. The VJLAP LinkedIn post with the most unique visitors shared the June 22, 2020 VJLAP Updates (23 post visitors).
- The VJLAP Facebook page was activated in February 2020. The page has 104 followers. The VJLAP Facebook post with the most unique visitors shared information on the May 6, 2020 continuing legal education course "Occupational Wellness While Social Distancing" (301 page views).
- The VJLAP Twitter account was activated in March 2020. The account has 37

followers. The Tweet with the most number of impressions shared information on the May 6, 2020 continuing legal education course "Occupational Wellness While Social Distancing" (355 impressions).

- The VJLAP Instagram account was activated in April 2020. The account has 19 followers.

Written Materials

As part of the VJLAP rebranding campaign, all written materials were updated with the VJLAP name (e.g., pamphlets). With the assistance of VLWI new outreach posters were developed uniquely for law firms and law schools.

VJLAP authored articles for the *Virginia Lawyer* and bar association newsletters.

VJLAP worked with Torx Media to develop a template for the VJLAP quarterly newsletter "The Lighthouse." The first edition was released in May and sent via MailChimp to over 800 constituents. VJLAP also develop "VJLAP Updates: Staying Connected" to send information to constituents on a more frequent, as needed basis.



Other Activities

Treatment Providers

VJLAP met with the following treatment providers:

- Cynthia Betts, LCSW in Roanoke, VA
- Broad Highway Recovery
- Encore Recovery Solutions in Arlington
- Farley Center Intensive Outpatient Programs
- Joan Landolt, contract provider in Roanoke, VA
- Mt. Regis Treatment Center
- Pathways Recovery Services
- Rams in Recovery at Virginia Commonwealth University
- Red Oak Recovery
- RVA recovery
- Virginia Center for Addiction Medicine

Conference Attendance

VJLAP attended the Coalition of Lawyers Assistance Program Conference (Barbara Mardigian) and the American Society of Addiction Medicine Conference (Jim Leffler).

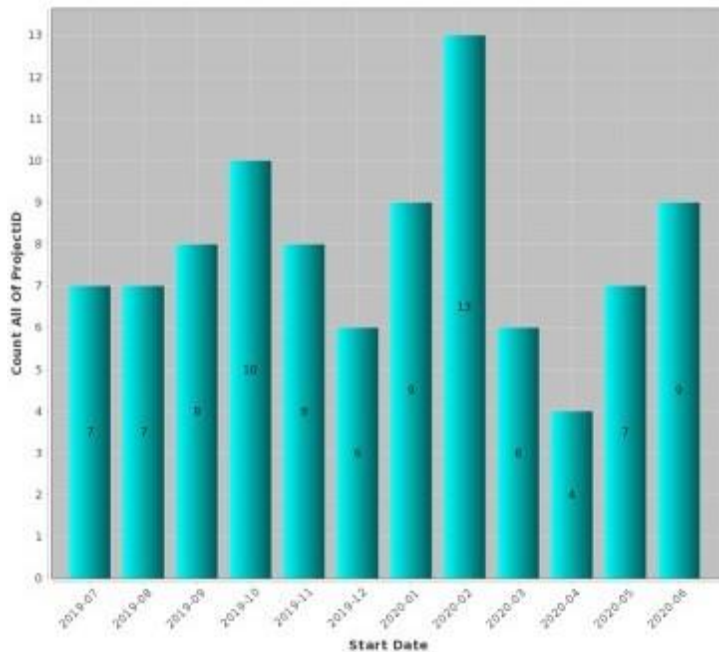
Lawyer Well-Being Week

VJLAP participated in [Lawyer Well-Being Week](#), May 4-9, 2020, May 4-9 which included presenting the continuing legal education course “Occupational Wellness While Social Distancing” and the daily posting of wellness information on the Beacon (VJLAP’s blog) and all social media applications.



Clinical Intake Statistics

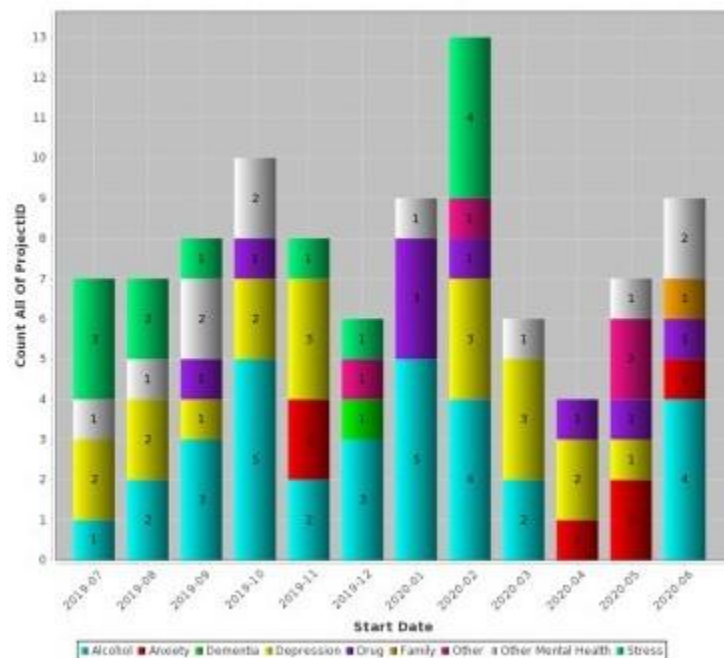
Intake Cases



NEW INTAKE CASES

In FY 2020, there were a total of 94 new intake cases, averaging 7.8 cases per month. The month with the highest number of new intake cases was February, with 13; the lowest was March, with 4.

Intake Cases by Primary Area of Concern

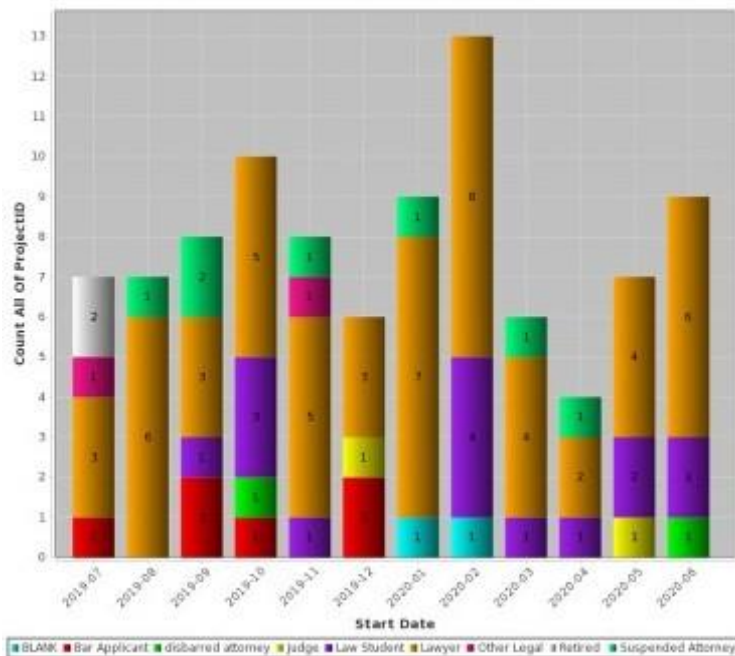


INTAKE CASES BY AREA OF CONCERN

In FY 2020, substance use concerns were the most common primary area of concern presented by clients at intake, comprising 43% of intake cases (31 for alcohol; 9 for other substances). Depression was the second most common (20%; 19 cases); anxiety was the third (9%; 9 cases).



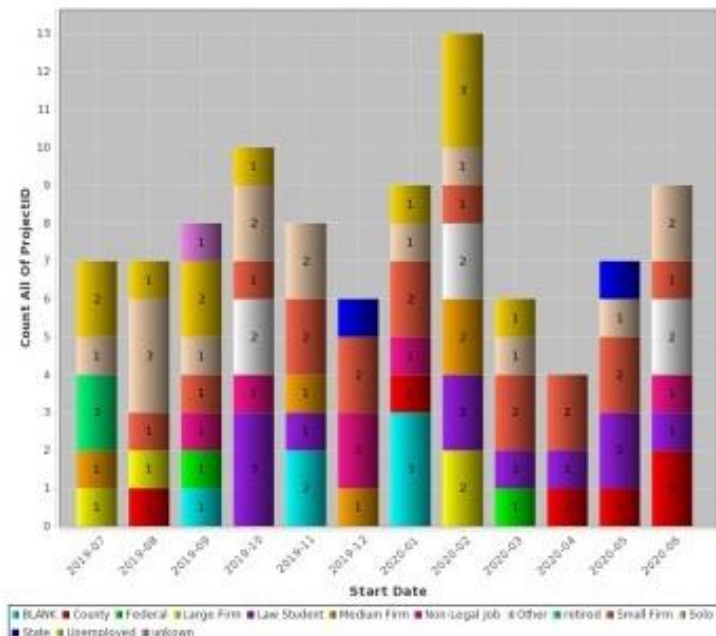
Intake Cases by Client Role



INTAKE CASES BY CLIENT ROLE

In FY 2020, 60% of new intakes were lawyers (56 cases); 16% were law students (15 cases). There were also seven suspended attorneys, six bar applicants, two disbarred attorneys, two judges, two retired attorneys, and two other legal professionals.

Intake Cases by Employment Setting

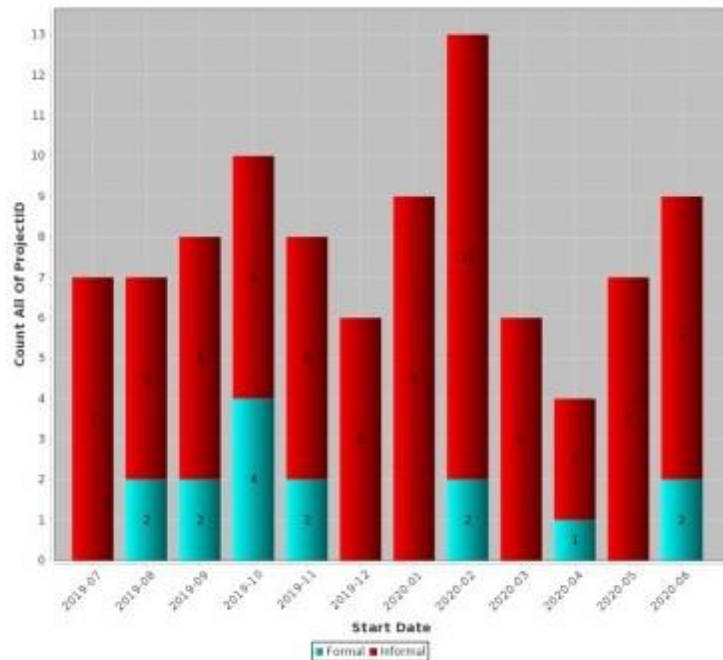


INTAKE CASES BY EMPLOYMENT SETTING

In FY 2020, 34% of new intakes were solo practitioners or worked in a small firm (15 and 17 cases, respectively). 15% worked in federal, state, or local government (6, 2, and 6 cases, respectively). Eleven clients were unemployed; five worked in mid-sized firms; two in a large firm.



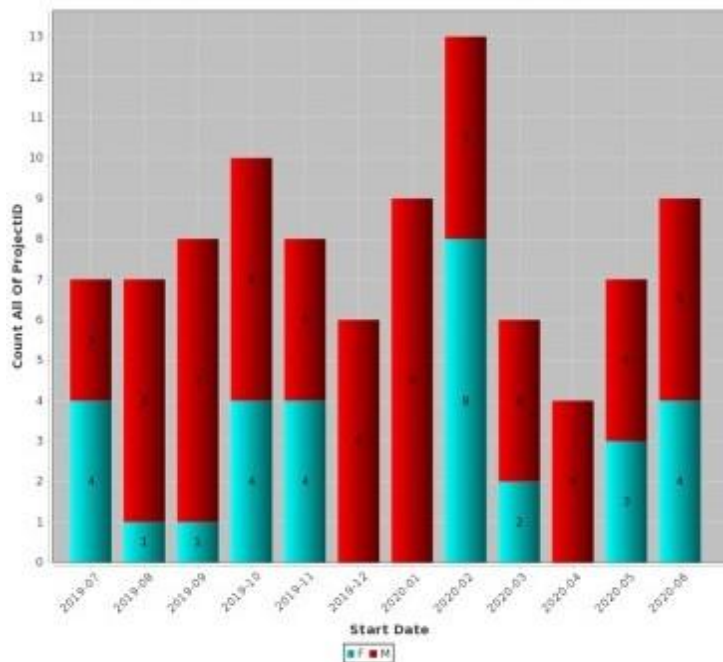
Intake Cases by Referral Type



INTAKE CASES BY REFERRAL TYPE

In FY 2020, 84% of new intake cases were through informal referrals (79 cases); 16% were through formal referrals (15 cases).

Intake Cases by Gender

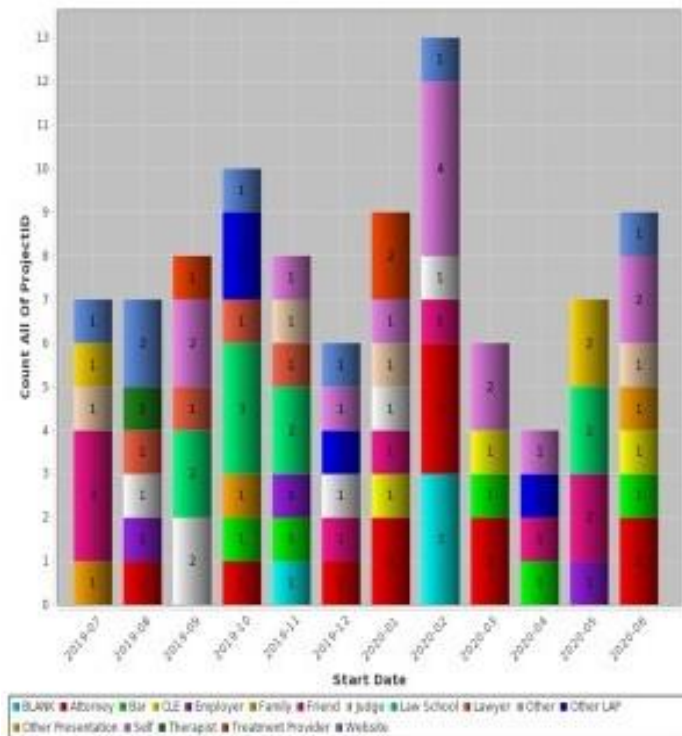


INTAKE CASES BY GENDER

In FY 2020, 67% of new intakes cases identified as male (63 cases); 33% identified as female (31 cases).



Intake Cases by Referral Source



INTAKE CASES BY REFERRAL SOURCE

In FY 2020, 14% of the new intake cases were self referrals (14 cases); 20% were by an attorney, a friend, or a family member (13, 3, and 3 cases, respectively); 17% were through the a presentation, CLE, or the website (16 cases). 13% (12 cases) were referred by the Virginia State Bar; 10% (9 cases) by a judge; 6% (6 cases) by a law school. Four cases were referred by other JLAP programs and four by other sources.



Budget and Expenditures

The VJLAP Finance Committee Report for the period ending June 30, 2020 was prepared by RCG CPA Advisors on June 9, 2020. Below are the “Statements of Financial Position” and “Operating Budget – FY 2020” as provided in that Report.

Statements of Financial Position

As of June 30, 2020

	NOTES	As of Jun 30, 2020	Total As of Jun 30, 2019(PY)
ASSETS			
Current Assets			
Bank Accounts			
BB&T-Chapple Fund (3728)		0.00	29,784.84
BB&T-Operating Account (1814)		665.81	66,005.23
BB&T-Reserve Account (7203)		0.00	34,743.83
Towne Bank Chapple (9857)		30,994.65	
Towne Bank Operating (9849)		133,949.05	
Towne Bank Reserve (9814)		63,474.77	
Total Bank Accounts		229,084.28	130,533.90
Accounts Receivable			
Accounts Receivable		57,250.00	12,500.00
Total Accounts Receivable		57,250.00	12,500.00
Other Current Assets			
Prepaid - Other		21,357.20	500.00
Total Other Current Assets		21,357.20	500.00
Total Current Assets		307,691.48	143,533.90
Fixed Assets			
Accumulated Depreciation		(43,937.14)	(39,951.58)
Capital Equipment Purchases		16,000.54	16,000.54
Furniture & Equipment		9,925.45	9,925.45
Software		27,733.00	27,733.00
Total Fixed Assets		9,721.85	13,707.41
Other Assets			
Loans to Individuals		12,700.00	10,300.00
Total Other Assets		12,700.00	10,300.00
TOTAL ASSETS		\$330,113.33	\$167,541.31



	NOTES		Total
	As of Jun 30, 2020	As of Jun 30, 2019 (PY)	
LIABILITY AND EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
Accounts Payable	2,250.00		14,105.14
Total Accounts Payable	2,250.00		14,105.14
Credit Cards			
BB&T Visa Card	2,016.88		1,393.41
Towne Bank Visa	1,544.50		
Total Credit Cards	3,561.38		1,393.41
Other Current Liabilities			
Retirement Match Payable	350.05		3,687.79
Unearned Conference Revenue	1,848.36		1,110.00
Total Other Current Liabilities	2,198.41		4,797.79
Total Current	8,009.79		20,296.34
Liabilities Long-Term			
Liabilities	5,040.73		5,040.73
Total Long-Term Liabilities	5,040.73		5,040.73
Total	13,050.52		25,337.07
Liabilities			
Equity			
With Donor Restrictions - VA Law Grant	30,994.65		35,219.00
Without Donor Restrictions - Board Designated	30,215.00		30,215.00
Without Donor Restrictions - Undesignated	60,000.00		60,000.00
Net Revenue	28,281.39		(7,048.28)
	167,571.77		23,818.52
Total Equity	317,062.81		142,204.24
TOTAL LIABILITIES AND EQUITY	\$330,113.33		\$167,541.31



Operating Budget – FY 2020

July 2019 – June 2020

NOTES				Total	
		Actual	Budget	Remaining	% of Budget
REVENUE					
Bank Account Interest		35.94	50.00	14.06	71.88 %
Contributions Income	16	760,608.55	775,000.00	14,391.45	98.14 %
Total Revenue		760,644.49	775,050.00	14,405.51	98.14 %
GROSS PROFIT		760,644.49	775,050.00	14,405.51	98.14 %
EXPENDITURES					
Ancillary Clinical Services		10,075.56	16,000.00	5,924.44	62.97 %
Bank Service Charges		2,267.48	1,200.00	-1,067.48	188.96 %
Board and Staff Training		213.83	2,500.00	2,286.17	8.55 %
Business Insurance	17	4,038.00	3,000.00	-1,038.00	134.60 %
Charitable & Corporate Fees	18	780.00	500.00	-280.00	156.00 %
Conference & Meeting Expenses	19	914.00	4,000.00	3,086.00	22.85 %
Depreciation Expense		3,985.56		-3,985.56	
Equipment Rental & Maint	20	2,526.92	2,500.00	-26.92	101.08 %
Gifts, Donations & Recognition			350.00	350.00	
Marketing	21	28,250.25	6,000.00	-22,250.25	470.84 %
Meeting Expense	22	642.59		-642.59	
Occupancy Expenses	23	26,084.00	28,000.00	1,916.00	93.16 %
Office Expense	24	5,548.42	5,000.00	-548.42	110.97 %
Personnel Expenses	25	462,819.85	650,000.00	187,180.15	71.20 %
Professional Fees	26	27,798.84	24,000.00	-3,798.84	115.83 %
Telephone, Internet & Website	27	11,604.62	9,000.00	-2,604.62	128.94 %
Travel, Lodging & Meals	28	22,892.25	23,000.00	107.75	99.53 %
Total Expenditures		610,442.17	775,050.00	164,607.83	78.76 %
NET OPERATING REVENUE		150,202.32	0.00	-150,202.32	0.00%
OTHER REVENUE					
Annual Conference	29	19,056.33		-19,056.33	
Other Income		350.00		-350.00	
Total Other Revenue		19,406.33	0.00	-19,406.33	0.00%
OTHER EXPENDITURES					
Other Expenses		2,036.88		-2,036.88	
Total Other Expenditures		2,036.88	0.00	-2,036.88	0.00%
NET OTHER REVENUE		17,369.45	0.00	-17,369.45	0.00%
NET REVENUE		\$167,571.77	\$0.00	\$ -167,571.77	0.00%

