



DORIS L. SASSOWER

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BY FAX and MAIL

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August 13, 1991

Grace D. Moran, Deputy Counsel
Grievance Committee
for the Tenth Judicial District
900 Ellison Avenue, Suite 304
Westbury, New York 11590

Dear Ms. Moran:

Confirming our telephone conversation this morning, you have advised me that other than the general references in Section 90 of the Judiciary Law and Section 691.4 of the Rules of the Appellate Division, Second Department, there are no written rules in effect relating specifically to the established procedures, policies and practices of the Grievance Committee for the Tenth Judicial District.

You have further stated that there is no written document which identifies how often or when the Committee meets, and that although written minutes are maintained by the Committee, you would not supply a copy of such portion of any minutes relating to an accused attorney when such attorney makes a request for same.

Finally, you stated to me that whenever a specific complaint is received by your office, it is not presented to the Committee for determination as to whether it should be investigated, but that it is the standard policy and practice of your office pursuant to "a blanket authorization" of the Committee to conduct the preliminary investigation of all complaints rather than to present them to the Committee for its instructions. You also stated that such "blanket authorization" is not embodied in any written document.

Although I asked you to set forth the information that you communicated to me in our telephone conversation at approximately 10:45 a.m., you refused to do so.

If in any way the foregoing does not accurately reflect our conversation, I would ask that you so indicate by return fax.

Very truly yours,

DORIS L. SASSOWER

DLS/er