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EDUCATION

University of Louisville School of Law, Louisville, Kentucky. Juris Doctor, May 1993
University of Louisville, Louisville, Kentucky. B.A. Political Science, May 1990, *magna cum laude*

LEGAL EXPERIENCE

University of Louisville, Louisville, Kentucky

Visiting Assistant Professor, Brandeis School of Law: August 2023 to the Present

Responsibilities: Create, implement, and teach new Clinic course entitled Eviction Defense Clinic, with the focus on providing to third-year law students an experiential learning opportunity; Supervise Brandeis School of Law students at the Law Clinic who have obtained a limited license to practice law under the close supervision of Clinic attorneys. Supervise/mentor Clinic student attorneys in providing live-client representation of primarily low-income clients in eviction cases. Provide, through intensive bootcamps and class, Clinic students competency in substantive areas of eviction law, evidence, civil procedure, and trial practice. Teach and mentor Clinic students in: interviewing clients; obtaining and evaluating evidence; making decisions on introduction of evidence; writing direct and cross examinations; legal brief writing, and making arguments to persuade the court to dismiss eviction cases wrongfully brought. Teach students art of negotiation with opposing counsel to protect and mitigate potential harm to client in cases where the eviction action seems to be brought in compliance with relevant laws. Assist the Clinic Director when needed in her teaching and mentoring Ackerson Law Clinic and Clinic II students, by assisting students representing victims of domestic violence in seeking protective orders, attending and assisting classes, aiding in making case assignments, and providing supervision to students in conducting interviews with clients and representing clients in protective order hearings.

Staff Attorney, Part-time, Ackerson Law Clinic: August 2022 to July 2023

Responsibilities: Supervised Brandeis School of Law students at the Ackerson Law Clinic who have been awarded a limited license to practice law under the close supervision of an attorney. Supervised/mentored student attorneys in representing primarily low-income clients in emergency protective order (EPO), interpersonal protective order (IPO) hearings, and in eviction cases. Provided direct service to clients in EPO/IPO hearings and evictions to demonstrate to students how to properly handle these cases. Assisted the Clinic Director in instructing students in weekly classes and boot camps. Worked as a staff attorney on a daily basis at Ackerson Law Clinic to assist students in: interviewing clients; obtaining and evaluating evidence; making decisions on introduction of evidence; writing direct and cross examinations; and articulating the law and making arguments so the court will enter DVOs/IPOs for the protection of clients from domestic violence, sexual assault and stalking, as well as avoiding eviction judgments.

Jefferson County Attorney's Office, Louisville, Kentucky

Division Chief Domestic Violence Intake Center: September 2010 to August 2022 (*retired*)

Responsibilities: Overseeing DVIC and acting as liaison with community partners to ensure smooth operation of DVIC; Supervising, training and instructing all DVIC permanent staff members on best practices (attorneys, victim advocates, and other staff); Working closely with victim advocates as they respond to victims at high risk of lethality according to scores received on a lethality assessment tool; Supervising and training all JCAO staff members that work overtime at DVIC, and scheduling to ensure adequate staffing so that DVIC remains fully operational/accessible to victims (nearly 100 hours each week); Handling all complaints from the public and community partners on all matters handled by the DVIC/JCAO staff; Drafting, overseeing and maintaining 2 annual federal grants - VAWA and VOCA – to ensure programmatic integrity and accomplishing stated goals/objectives of such grants; submitting quarterly and annual grant reports and ensuring detailed and accurate statistics are maintained by staff at the DVIC; Representing the JCAO in various criminal justice-related trainings; Engaging in community outreach endeavors with an emphasis on meeting with traditionally underserved populations; Attending criminal justice meetings (High Risk Victim Team, DVPCC Inter-agency, Community Shield, and Fatality Review Committee); Working as prosecutor on daily basis at DVIC which includes evaluating evidence, making charging decisions on domestic violence, sexual assault and stalking cases, and frequently engaging the police in law enforcement investigations of these cases.

Assistant County Attorney: August 2004 to September 2010

Responsibilities: Interviewed victims of domestic violence, reviewed evidence, and made charging decisions in domestic violence and sexual assault criminal cases; advised law enforcement officers on the sufficiency of evidence and legality of filing criminal charges; coordinated with police and Jefferson County Attorney investigators to gather evidence necessary to make charging decisions; prosecuted domestic violence offenders.

Kentucky Commission on Human Rights, Louisville, Kentucky

Managing Attorney/Assistant General Counsel: March 2002 to August 2004

Responsibilities: Supervised the legal work of agency staff attorneys in judicial and administrative civil rights litigation held to enforce the Kentucky Civil Rights Act which prohibits discrimination in employment, housing, financial transactions, and places of public accommodation; provided legal assistance and guidance to enforcement officers/investigators in investigation of administrative complaints filed with agency; received and responded to all information requests made under open records law and ensured compliance with open meetings law; provided legal training to members of bar and general public on agency's role in enforcing Kentucky Civil Rights Act; represented agency in broad range of administrative and judicial matters; negotiated, drafted and approved contracts; provided legal advice to agency's Executive Director and Commissioners; provided regular legal training and advice to enforcement officers/investigators and Commissioners on broad range of legal issues.

Jefferson County Attorney's Office, Louisville, Kentucky

Assistant County Attorney: May 2000 to March 2002

Responsibilities: Implemented Domestic Violence Intake Center in Jefferson County, Kentucky, for domestic violence victims to seek emergency protection orders and make criminal complaints at a centralized location; coordinated efforts at simultaneous service of criminal arrest warrants and civil emergency protection orders; wrote grants to obtain and maintain funding for this project; collaborated with state judiciary, Administrative Office of the Courts, police departments, domestic violence center, members of the Kentucky Bar Association, and other agencies to ensure cooperation for success of project; interviewed victims, reviewed evidence, and made charging decisions in domestic violence and sexual assault cases; worked closely with domestic violence detectives and Jefferson County Attorney investigators to gather evidence necessary to make charging decisions; prosecuted domestic violence offenders.

Legal Aid Society, Inc., Louisville, Kentucky

Staff Attorney: January 1998 to May 2000

Responsibilities: Represented tenants in housing cases in state/federal courts and administrative proceedings; defended tenants in lawsuits and brought affirmative suits seeking monetary damages and injunctions for breach of contract, violation of Kentucky Uniform Residential Landlord and Tenant Act, and violation of federal housing and anti-discrimination laws; challenged “zero tolerance” evictions from public housing and removal of government subsidies under the section 8 program; litigated tenant rights under Uniform Residential Landlord and Tenant Act and federal law in trial and appellate courts.

Northeast Kentucky Legal Services, Inc., Morehead, Kentucky

Interim Executive Director: June 1997 to September 1997

Responsibilities: Represented low-income individuals in civil actions; supervised legal work of staff attorneys/paralegals; acted as Executive Director during organization’s transition period; administered private attorney referral (*pro bono*) program; wrote grants and was involved in fund-raising activities for this non-profit organization.

Supervising Attorney: August 1996 to January 1998

Responsibilities: Maintained a large caseload in broad range of civil matters; managed satellite office in Ashland, KY; supervised legal work of staff attorneys/paralegals in main office in Morehead, KY in Executive Director’s absence.

Staff Attorney: August 1993 to January 1998

Responsibilities: Represented low-income clients in fifteen (15) rural northeastern Kentucky counties served by this organization in broad range of poverty law issues, including domestic relations (divorce, custody and EPO matters), housing, consumer, collections defense, bankruptcy, education and public benefits; developed expertise in administrative law in the public benefits context by representing claimants/recipients in the following categories: social security disability insurance, SSI, AFDC, food stamps, Medicaid, nursing home transfer and discharge hearings, unemployment insurance benefits, public housing grievance procedures and Section 8 housing benefits’ denials/terminations; filed suits seeking judicial review of agency final orders; litigated extensively in administrative hearings, trials and appellate level.