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**UNITED STATES BANKRUPTCY COURT
CENTRAL DISTRICT OF CALIFORNIA
SAN FERNANDO VALLEY DIVISION**

The Disciplinary Proceeding of
DANA M. DOUGLAS

Case No. 1:20-mp-00103-ES

**CONSENT TO DISCIPLINE; CONSENT
TO TERMS OF REINSTATEMENT**

Date: January 25, 2021
Time: 10:00 a.m.
Place: Courtroom 5A
Ronald Reagan Federal Building
and U.S. Courthouse
411 W Fourth Street
Santa Ana, CA 92701

TO THE HONORABLE JUDGES ON THE DISCIPLINARY PANEL:

On August 28, 2020, the Honorable Victoria S. Kaufman issued a Statement of Cause referring attorney Dana M. Douglas (SBN 220553) to the Disciplinary Committee of the Bankruptcy Court for the Central District of California with a recommendation that she be precluded from representing debtors in chapter 11 bankruptcy cases.

A Miscellaneous Proceeding, 1:20-mp-00103-ES, was established based upon Judge Kaufman's Statement of Cause. In accordance with the Sixth Amended General Order 9-05, the Clerk of the Bankruptcy Court for the Central District of California designated a hearing panel, with each of the judges accepting assignment to the panel, consisting of the Honorable Erithe A. Smith, the Honorable Sandra R. Klein, and the

1 Honorable Neil W. Bason. A hearing on the disciplinary matter is scheduled for January
2 25, 2021.

3 **CONSENT**

- 4 1. Dana M. Douglas consents to the Disciplinary Panel imposing a 12-month
5 suspension (the "Suspension Period") from representing debtors in chapter
6 11 bankruptcy cases in the Central District of California.
- 7 2. Dana M. Douglas consents to, as a condition of her reinstatement, completing
8 six hours of continuing legal education in ethics, six hours of legal education
9 in law office management, and six hours of legal education in chapter 11
10 matters. All legal education requirements shall be provided by a provider
11 approved by the State Bar of California.
- 12 3. At the expiration of the Suspension Period, Ms. Douglas may apply to the
13 Chief Judge of the United States Bankruptcy Court for the Central District of
14 California for reinstatement of her privilege to represent chapter 11 debtors in
15 the Central District of California. Ms. Douglas shall serve a copy of any
16 application for reinstatement and all supporting documentation on the United
17 States Trustee.
- 18 4. Any application for reinstatement must include the following:
- 19 a. Evidence sufficient to demonstrate that, after entry of the Discipline
20 Order, Ms. Douglas completed the required continuing legal education
21 outlined in Paragraph 2 above.
- 22 b. Evidence sufficient to demonstrate that Ms. Douglas joined a
23 bankruptcy education and networking organization (e.g., cdcbaa, Inns
24 of Court, Federal Bar Association, the local bar association section,
25 etc.) and has attended the greater of three or more than half of the
26 meetings conducted by that organization in the year starting January
27 25, 2021;
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c. A copy of a Mentoring Plan that includes the terms outlined below and agreement to abide by the terms of the Plan during the Probation Period.

d. The identify of her designated mentor.

5. The Mentoring Plan:

a. Ms. Douglas' shall agree to participate in a mentoring program for a period of no less than 18-months after reinstatement (the "Probation Period"). The designated mentor will be identified in the application for reinstatement.

b. The mentor will review and advise Ms. Douglas on all aspects of the chapter 11 case and the mentor must approve the filing of the chapter 11 petition and any additional filings in a chapter 11 case in advance of any filing by Ms. Douglas during the Probation Period.

c. A declaration under penalty of perjury from the Mentor in which he or she undertakes to file quarterly reports with the Panel during the Probation Period and serve the reports on the United States Trustee.

d. Ms. Douglas shall file with the Court and serve on the United States Trustee quarterly status reports reflecting the case numbers of all chapter 11 cases filed by her and all cases in which she assisted the debtor in preparing the documents necessary to commence a chapter 11 bankruptcy case during the quarter attesting that (i) she personally met with clients and vetted all chapter 11 cases before filing, (ii) she personally met with her mentor and vetted all chapter 11 cases before filing, and (iii) she met all deadlines. The first report shall be due on the calendar quarter immediately following the quarter in which an order of reinstatement is entered. Subsequent reports shall be due on the first day of each calendar quarter thereafter throughout the duration of the Probation Period.

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- e. Ms. Douglas must continue to meet periodically with the Mentor and provide such information and documentation concerning her cases and practice as the Mentor may request so that the Mentor will have the information necessary to prepare in a timely manner the quarterly reports (the "Mentor Reports") attesting to the fact that, in the opinion of the Mentor, Ms. Douglas is competent to represent chapter 11 debtors in this court.
 - f. The Mentor shall file with the Court and serve on the U.S. Trustee the Mentor Reports not later than the first day of each calendar quarter during the Probation Period. The first such report shall be due on the first day of the calendar quarter immediately following the quarter in which an order of reinstatement is entered.
 - g. If Ms. Douglas fails to file and serve any of the required reports in a timely manner, the U.S. Trustee shall file with the Court and serve on Ms. Douglas, the Mentor, and the Panel a declaration to this effect and a request that Ms. Douglas' privilege to represent chapter 11 debtors in this court again be revoked for a period of not less than 2 additional years.
 - h. If the Mentor fails to file and serve any of the Mentor Reports in a timely manner, the U.S. Trustee shall file with the Court and serve on Ms. Douglas and the Panel a declaration attesting to that fact
6. At the successful conclusion of the Probation Period, the mentor shall file with the Court and serve upon the United States Trustee a Declaration attesting that Ms. Douglas is competent to engage in the practice of representing chapter 11 debtors without the continued supervision of a mentor.

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Dated: January 21, 2021



Dana M. Douglas (SBN 220553)

No objection to the proposal:

PETER C. ANDERSON
UNITED STATES TRUSTEE

By: /s/ Kenneth M. Miskin
Kenneth M. Miskin
Assistant United States Trustee