

UNITED STATES DISTRICT COURT  
DISTRICT OF SOUTH CAROLINA

Application for Mediators

Please complete the entire application, using additional paper if necessary. You may also attach a resume.

Name: Suzanne E. Groff

Firm or Office Name: Suzanne E. Groff

Office Address: 171 Church Street, Ste. 160  
Charleston, SC 29401

Office Phone: 720-3735 Office Fax: 577-0460

**ADMISSIONS AND AFFILIATIONS**

Date admitted to the Bar of the District of South Carolina: 5/1/96 I.D. No.: 6595

Date admitted to the South Carolina Bar: 05/06/96 Bar No.: 8890

Other courts or jurisdictions to which admitted (with dates of admission and bar nos.): NH: 1032 - 10/80  
ME: 979 - 5/86

Membership and positions held in bar, ADR and professional associations: NH Bar Assoc. New Lawyers  
Committee, Sight and Life Committee

Are you a member in good standing in each jurisdiction where admitted to practice law?  yes  no

Are you currently the subject of any pending disciplinary proceeding in any jurisdiction?  yes  no

Have you, within the last 5 years, been denied admission to a bar for character or ethical reasons or disciplined for professional misconduct?  yes  no

**EDUCATION**

Year law degree received 1980 Law School Boston University School of Law

Other professional degrees received (including year and school) University of Connecticut  
B.A. 1975

**LEGAL EXPERIENCE (A minimum of 5 years of law practice required)**

Summarize legal experience (including teaching) since admission to the bar, particularly in the past five years:

1980 - November, 1995: Sheehan, Phinney, Bass & Green  
1000 Elm Street  
MANCHESTER, NH 03101

May, 1996 - present: above law office

Percentage of practice in last 5 years representing plaintiff 75 % or defense 25 %

Percentage of Federal or State court practice in last 5 years: Federal 25 % State 75 %

Number of years engaged in active litigation: 16

### EXPERTISE

Indicate all substantive areas in which you have expertise. Place a "1" by your strongest area(s) and a "2" by all other areas in which you have expertise. (Do not rank beyond "1" and "2.") After any category you have marked, please identify any sub-areas of expertise you have (e.g. "medical malpractice" after Personal Injury).

<u>    </u> Admiralty	<u>    </u> Security or Shareholders suits
<u>    </u> Antitrust	<u>    </u> Labor
<u>  2</u> Contracts	<u>    </u> ERISA
<u>    </u> Environment	<u>  1</u> Wrongful Termination
<u>    </u> Fraud or Civil RICO	<u>  1</u> Civil Rights in Employment
<u>  1</u> Insurance	<u>  2</u> Other Civil Rights
<u>    </u> Miller Act	<u>    </u> Copyrights
<u>  1</u> Personal Injury	<u>    </u> Patent
<u>  1</u> Product Liability	<u>    </u> Trademark
<u>    </u> Other (specify) _____	

Publications: See attached Publications and Sample Press portfolio (Please note resume is a bit dated - newest information contained herein).

### MEDIATION EXPERIENCE

Mediation experience (particularly in the subject matter categories above): Volunteer mediator for the NH Superior Court approximately 1991 - 1995.

Other courts or organizations for whom you serve as a mediator: \_\_\_\_\_

Number of mediations conducted: 20

### MEDIATION TRAINING

<u>Course Provider</u>	<u>Course Content</u>	<u>Date</u>	<u>Place</u>	<u>No. of Hours</u>
NH Bar Assoc.	- basic and advanced mediation skills			
Circuit Court	Civil Medication Training (SC)	June 21 - 25	The Citadel	40

**OTHER INFORMATION**

Are you familiar with the statutes, rules and practice governing mediation conferences in the District of South Carolina? XX yes     no

Other relevant experience or skills or other information you would like considered in connection with this application:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Cities in which you are available to conduct mediation:

     Columbia      XX Charleston           Greenville           Florence

Other \_\_\_\_\_

Fees charged:

Hourly Rate: \$ 125.00      Minimum charge each mediation: \$ 250.00

How do you bill for travel? (explain): 1/2 hourly rate

I agree to: (1) Be subject to the Rules of Professional Conduct, Rule 407, South Carolina Appellate Court Rules; to the Rules on Disciplinary Procedure, Rule 413, South Carolina Appellate Court Rules; and the Local Rules of the District Court; (2) Provide mediation to indigents without pay if ordered by the Court; (3) Notify the Clerk of Court of any change in the above facts or otherwise in my ability to perform duties as a mediator; (4) Disclosure of information contained in this application to litigants and other members of the public.

I certify that the foregoing is true and correct.

Signature Suzanne C. Graff      Date 11/5/96  
Applicant

Return completed application to:  
U.S. District Court  
Mediation  
1845 Assembly Street  
Columbia, SC 29201-2431

Approved: Joseph J. Anderson      Date January 31, 1997  
U.S. District Judge

# SUPPLEMENT

## UNITED STATES DISTRICT COURT DISTRICT OF SOUTH CAROLINA

### Application for Mediators

Please complete the entire application, using additional paper if necessary. You may also attach a resume.

Name: Suzanne E. Groff

Firm or Office Name: Suzanne E. Groff

Office Address: 171 Church Street, Suite 160

Office Phone: 843-720-3735 Office Fax: 843-577-0460

email address: suzanne.groff@scbar.org

#### ADMISSIONS AND AFFILIATIONS

Date admitted to the Bar of the District of South Carolina: 5/1/96 I.D. No.: 6595

Date admitted to the South Carolina Bar: 5/6/96 Bar No.: 8890

Other courts or jurisdictions to which admitted (with dates of admission and bar nos.): NH- 10/80-1032,  
ME- 5/86-3268

Membership and positions held in bar, ADR and professional associations: \_\_\_\_\_

Are you a member in good standing in each jurisdiction where admitted to practice law?  yes  no

Are you currently the subject of any pending disciplinary proceeding in any jurisdiction?  yes  no

Have you, within the last 5 years, been denied admission to a bar for character or ethical reasons or disciplined for professional misconduct?  yes  no

#### EDUCATION

Year law degree received 1980 Law School Boston University

Other professional degrees received (including year and school) \_\_\_\_\_

#### LEGAL EXPERIENCE (A minimum of 5 years of law practice required)

Summarize legal experience (including teaching) since admission to the bar, particularly in the past five years:

1980 - November 1995 - Sheehan, Phinney, Bass + Green, PA  
1000 Elm St. Manchester, NH 03101

May, 1996 - Present - solo practice - above firm

# SUPPLEMENT

Percentage of practice in last 5 years representing plaintiff 50 % or defense 50 %

Percentage of Federal or State court practice in last 5 years: Federal 5 % State 95 %

Number of years engaged in active litigation: 20

## EXPERTISE

Indicate all substantive areas in which you have expertise. Place a "1" by your strongest area(s) and a "2" by all other areas in which you have expertise. (Do not rank beyond "1" and "2.") After any category you have marked, please identify any sub-areas of expertise you have (e.g. "medical malpractice" after Personal Injury).

<input type="checkbox"/> Admiralty	<input type="checkbox"/> Security or Shareholders suits
<input type="checkbox"/> Antitrust	<input type="checkbox"/> Labor
<input checked="" type="checkbox"/> <u>2</u> Contracts	<input type="checkbox"/> ERISA
<input type="checkbox"/> Environment	<input checked="" type="checkbox"/> <u>1</u> Wrongful Termination
<input type="checkbox"/> Fraud or Civil RICO	<input checked="" type="checkbox"/> <u>1</u> Civil Rights in Employment
<input checked="" type="checkbox"/> <u>1</u> Insurance	<input checked="" type="checkbox"/> <u>2</u> Other Civil Rights
<input type="checkbox"/> Miller Act	<input type="checkbox"/> Copyrights
<input checked="" type="checkbox"/> <u>1</u> Personal Injury	<input type="checkbox"/> Patent
<input checked="" type="checkbox"/> <u>1</u> Product Liability	<input type="checkbox"/> Trademark
<input type="checkbox"/> Other (specify) _____	

Publications: Lawyer Magazine - Oct 1991, 1992

## MEDIATION EXPERIENCE

Mediation experience (particularly in the subject matter categories above): Mediator for 7th Superior Court - 1991-1995, Mediation practice in Charleston - primarily domestic law

Other courts or organizations for whom you serve as a mediator (please note any certifications): South Carolina Family Court / Circuit Court

Number of mediations conducted: 30 Number of other ADR sessions conducted: 5

## MEDIATION AND OTHER ADR TRAINING

Course Provider	Course Content	Date	Place	No. of Hours
<u>SCCCR</u>	<u>Circuit Court Civil Mediation Training</u>	<u>June 21-25, 1996</u>	<u>the Citadel</u>	<u>40</u>
<u>SCCCR</u>	<u>Family Court Mediation Training</u>	<u>March 4-8, 1999</u>	<u>Folly Beach</u>	<u>40</u>

# SUPPLEMENT

## OTHER INFORMATION

Are you familiar with the statutes, rules and practice governing alternative dispute resolution in the District of South Carolina?  yes  no

Other relevant experience or skills or other information you would like considered in connection with this application:

Cities in which you are available to conduct mediation:

Columbia

Charleston

Greenville

Florence

Other \_\_\_\_\_

Fees charged:

Hourly Rate: \$ 150

Minimum charge each mediation: \$ 300

How do you bill for travel? (explain): 1/2 hourly rate

I agree to: (1) Be subject to the Rules of Professional Conduct, Rule 407, South Carolina Appellate Court Rules; the Rules for Lawyer Disciplinary Enforcement, Rule 413, South Carolina Appellate Court Rules; and the Local Rules of the District Court; (2) Provide mediation to indigents without pay if ordered by the Court; (3) Notify the Alternative Dispute Resolution Program Director of any change in the above facts or otherwise in my ability to perform duties as a mediator; (4) Disclosure of information contained in this application to litigants and other members of the public.

I certify that the foregoing is true and correct.

Signature: Suzanne C. Grubb Date: 8/9/00  
Applicant

Return completed application to:  
Danny H. Mullis, Director  
Alternative Dispute Resolution Program  
United States District Court  
Post Office Box 835  
Charleston, SC 29402-0835

Reviewed: \_\_\_\_\_ Date: \_\_\_\_\_  
ADR Program

Approved: Initially approved by  
Judge J. Anderson  
1/31/97 \_\_\_\_\_ Date: \_\_\_\_\_  
Judge