

**VIRGINIA:**

**BEFORE THE VIRGINIA STATE BAR DISCIPLINARY BOARD**

**IN THE MATTER OF**

**LAURA ELIZABETH JORDAN**

**VS** **DOCKET NO. 15-000-100370**

**AGREED DISPOSITION MEMORANDUM ORDER**

On September 23, 2014, this matter was heard by the Virginia State Bar Disciplinary Board upon the joint request of the parties for the Board to accept the Agreed Disposition signed by the parties and offered to the Board as provided by the Rules of the Supreme Court of Virginia. The panel consisted of Thomas O. Bondurant, Jr., Jeffrey L. Marks, Samuel R. Walker, and Anderson Wade Douthat, IV, Lay Person, and William H. Atwill, Jr., Second Vice Chair. The Virginia State Bar was represented by Anastasia K. Jones, Assistant Bar Counsel. The Respondent, Laura Elizabeth Jordan, was present and was not represented by counsel. The Chair polled the members of the Board as to whether any of them were aware of any personal or financial interest or bias which would preclude any of them from fairly hearing the matter to which each member responded in the negative. Court Reporter Jennifer L. Hairfield, Chandler and Halasz, P.O. Box 9349, Richmond, Virginia 23227, telephone (804) 730-1222, after being duly sworn, reported the hearing and transcribed the proceedings.

**WHEREFORE**, upon consideration of the Agreed Disposition, Respondent's Disciplinary Record and any responsive pleadings of counsel,

It is **ORDERED** that the Board accepts the Agreed Disposition and the Respondent shall receive an eighteen (18) month Suspension, as set forth in the Agreed Disposition, which is attached to this Memorandum Order.

It is further **ORDERED** that the sanction is effective July 18, 2014.

It is further **ORDERED** that the Respondent must comply with the requirements of Part Six, § IV, ¶ 13-29 of the Rules of the Supreme Court of Virginia. The Respondent shall forthwith give notice by certified mail, return receipt requested, of the suspension of her license to practice law in the Commonwealth of Virginia, to all clients for whom she is currently handling matters and to all opposing attorneys and presiding judges in pending litigation. The Respondent shall also make appropriate arrangements for the disposition of matters then in her care in conformity with the wishes of her client. Respondent shall give such notice within 14 days of the effective date of the 18-month suspension, and make such arrangements as are required herein within 45 days of the effective date of the 18-month suspension. The Respondent shall also furnish proof to the Bar within 60 days of the effective day of the 18-month suspension that such notices have been timely given and such arrangements made for the disposition of matters.

It is further **ORDERED** that if the Respondent is not handling any client matters on the effective date of the 18-month suspension, she shall submit an affidavit to that effect to the Clerk of the Disciplinary System at the Virginia State Bar. All issues concerning the adequacy of the notice and arrangements required by Paragraph 13-29 shall be determined by the Virginia State Bar Disciplinary Board, unless the Respondent makes a timely request for a hearing before a three-judge court.

The Clerk of the Disciplinary System shall assess costs pursuant to ¶ 13-9 E. of the Rules.

A copy teste of this Order shall be mailed by Certified Mail to Laura Elizabeth Jordan, Respondent, at her last address of record, The Federal Practice Group, 1150 Connecticut Avenue NW, Suite 900, Washington, D.C. 20036 with the Virginia State Bar and hand-delivered to Anastasia K. Jones, Assistant Bar Counsel, 1111 East Main Street, Suite 700, Richmond, Virginia 23219-3565.

ENTERED THIS 30th DAY OF September, 2014

VIRGINIA STATE BAR DISCIPLINARY BOARD

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William H. Atwill, Jr.  
Second Vice Chair