

MEMORANDUM

To: PERSONNEL MANAGEMENT LIAISONS

REFERENCE CODE: 95-055  
EFFECTIVE DATE: Immediately  
EXPIRATION DATE: December 31, 1996  
DATE OF ISSUE: December 15, 1995

THIS MEMORANDUM SHOULD BE DISTRIBUTED TO:

ACCOUNTING OFFICERS  
LABOR RELATIONS OFFICERS  
TRAVEL LIAISONS

From: Department of Personnel Administration  
Labor Relations Division

Subject: State Bar of California Dues/Professional Leave - 1996

The Department of Personnel Administration (DPA) is approving the following allowances for reimbursement of the 1996 State Bar of California dues.

The State shall reimburse the cost of bar dues for each represented Unit 2 employee for whom bar membership is required as a condition of employment. For other employees in the Unit, the State shall either provide reimbursement for bar dues or two days per calendar year of professional leave without loss of compensation, at the option of the department. This leave must be requested and approved in the same manner as vacation leave. If the employee is working less than full-time, the bar dues reimbursement or professional leave shall be prorated. Professional leave credit shall not carryover from year-to-year.

In addition, job-related local or specialty (sections) bar dues may be reimbursed at each department's discretion for each employee for whom State Bar membership is required as a condition of employment. Any amount to be reimbursed shall be determined by each department. If local or specialty bar dues are reimbursed for less than full-time employees, the reimbursed amount shall be prorated. Each department may delay reimbursement of any increase in bar dues to no later than the end of each calendar year.

Excluded employees, who are required to maintain State Bar membership, shall be entitled to the same allowances as provided in DPA Rule 599.921. Job-related local or specialty (sections) bar dues may be reimbursed at each department's discretion for each employee of whom State Bar membership is required as a condition of employment. Any amount to be reimbursed shall be determined by each department. If local or specialty

(sections) bar dues are reimbursed for less than full-time employees, the reimbursed amount shall be prorated. Departments, at their discretion, may prorate basic bar dues for less than full-time employees or employees who begin or end State service during 1996.

As a result of Keller vs. State Bar of California (1990) 110 S. Ct. 2228, DPA has determined that it would not be appropriate for the State of California to pay for activities which are political or ideological. The State Bar has authorized a deduction of \$1.00 from the 1996 membership fee for those who object to expenditures for activities with "political or ideological coloration."

Those employees who wish to pay the full membership fees must pay the State Bar of California directly and request reimbursement from the State. All requests for reimbursement must contain: proof of payment, a copy of the annual fee statement issued by the State Bar Association, and a copy of the employee's membership card. Employees may not claim reimbursement for the \$1.00 deduction (see Attachment Line D - Hudson Deduction). Departments that receive requests for full reimbursement must either: reduce the claim by \$1.00 and notify the claimant of the correction, or return the claim to the claimant for correction.

Departments may schedule payments of bar dues, less the \$1.00 Hudson Deduction, through the State Controller's Office, Audits Division. The check must be payable to the "State Bar of California" and sent to Department 7835, Los Angeles, CA 90088-7835. Copies of the annual fee statements (see Attachment Line F) must accompany the claim schedule and care must be taken to identify the employees that the warrant(s) cover.

The following rates for 1995 reflect the \$1.00 reduction for the Hudson Deduction:

State Bar of California - Active Members

For employees admitted prior to February 1, 1993	\$477.00
For employees admitted on February 1, 1993 through January 31, 1995	\$409.00
For employees admitted on February 1, 1995 and after	\$378.00

State Bar of California - Inactive Members

For all employees	\$ 49.00
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In addition to reimbursement for bar dues, excluded employees are entitled to reimbursement for up to \$100.00 annually for membership in one professional society or for one professional license fee. The membership must be in a professional society which engages in activities directly related to the employee's scientific or professional discipline. The professional license must also be related to the employee's scientific or professional discipline (DPA Rule 599.922.2).

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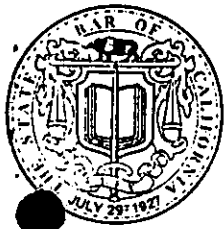
If Accounting or Labor Relations staff have any questions, please call Terrie Jordan at (916) 324-9377, CALNET 454-9377. Employees must direct questions to their Accounting Office staff.

A handwritten signature in cursive script, appearing to read "Rick McWilliam", with a horizontal line extending to the right.

Rick McWilliam  
Chief of Labor Relations

Attachment





**1996 MEMBERSHIP FEE STATEMENT**

**SEE BROCHURE FOR INSTRUCTIONS AND INFORMATION**

- Mark New Total amount on both copies
- Tear off and send remittance copy

MEMBER NUMBER: [REDACTED]  
 CURRENT STATUS: ACTIVE

DATE: NOVEMBER 15, 1995  
 HUDSON DEDUCTION INFORMATION  
 DEDUCTION AMOUNT: \$1.00  
 DEDUCTION DEADLINE: 3/08/96

YOU ARE IN MCLE COMPLIANCE GROUP 1. YOU WILL NOT RECEIVE A COMPLIANCE CARD THIS YEAR. YOUR CURRENT COMPLIANCE PERIOD RUNS FROM 2/01/95 - 1/31/98. UNLESS EXEMPT FROM THE REQUIREMENT, THE NUMBER OF REQUIRED HOURS IS 36.

MANY MEMBERS GENEROUSLY SUPPORT THE FOUNDATION OF THE STATE BAR AND THE LEGAL SERVICES TRUST FUND PROGRAM. IF YOU ALREADY DO SO, PLEASE ACCEPT OUR THANKS. IF NOT, WILL YOU CONSIDER A TAX DEDUCTIBLE CONTRIBUTION THIS YEAR? SEE ENCLOSED BROCHURE FOR INFORMATION.

**PAYMENT DUE BY FEBRUARY 1, 1996 - 50% PENALTY ATTACHES TO UNPAID MEMBERSHIP FEES, 5:00 P.M. PST, MARCH 8, 1996**

(MEMBERSHIP IN SECTIONS IS VOLUNTARY)						
SECTIONS	FEE	ADD				
ANTITRUST & TRADE REG	\$40	<input type="checkbox"/>	INTERNATIONAL LAW	\$40	<input type="checkbox"/>	1996 MEMBERSHIP FEES \$ 478.00 SECTIONS TOTAL \$ 30.00 AMOUNT DUE \$ 508.00  A. FOUNDATION DONATION _____ B. LEGAL SERVICES DONATION _____ C. SECTION ADDITIONS _____ D. HUDSON DEDUCTION (_____) _____ E. SCALED FEES (DEADLINE 2/1/96) (_____) _____ F. NEW TOTAL \$ _____
BUSINESS LAW	\$40	<input type="checkbox"/>	LABOR & EMPLOYMENT	\$30	<input checked="" type="checkbox"/>	
CRIMINAL LAW	\$40	<input type="checkbox"/>	LAW PRACTICE MANAGEMENT	\$45	<input type="checkbox"/>	
ENVIRONMENTAL LAW	\$40	<input type="checkbox"/>	LEGAL SERVICES	\$35	<input type="checkbox"/>	
ESTATE PLANNING TRUST & PROBATE	\$40	<input type="checkbox"/>	LITIGATION	\$45	<input type="checkbox"/>	
FAMILY LAW	\$45	<input type="checkbox"/>	PUBLIC LAW	\$45	<input type="checkbox"/>	
GENERAL & SOLO PRACTICE	\$35	<input type="checkbox"/>	REAL PROPERTY LAW	\$40	<input type="checkbox"/>	
INTELLECTUAL PROPERTY	\$40	<input type="checkbox"/>	TAXATION	\$45	<input type="checkbox"/>	
			WORKERS' COMP	\$35	<input type="checkbox"/>	

RETAIN UPPER PORTION FOR YOUR RECORDS

**THE STATE BAR OF CALIFORNIA - 1996 MEMBERSHIP FEE STATEMENT - REMITTANCE COPY - DO NOT FOLD**

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