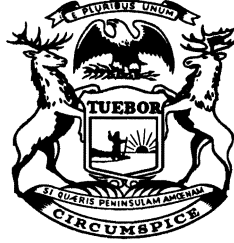


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**NOTICE OF SUSPENSION WITH CONDITION**  
**(By Consent)**

Case No. 17-104-GA

**Notice Issued: April 26, 2018**

Arlene F. Woods, P 40039, Southfield, Michigan, by the Attorney Discipline Board Tri-County Hearing Panel #71.

Suspension - 30 Days, Effective May 4, 2018

The Grievance Administrator filed a formal complaint alleging that respondent committed professional misconduct by using her IOLTA account improperly. The parties filed a Stipulation for Consent Order of Discipline with Condition, in accordance with MCR 9.115(F)(5), which was approved by the Attorney Grievance Commission and accepted by the hearing panel.

Based upon respondent's admissions and the stipulation of the parties, the panel found that respondent held funds other than client or third person funds in an IOLTA, in violation of MRPC 1.15(a)(3); failed to hold property of her clients or third persons in connection with a representation separate from her own property, in violation of MRPC 1.15(d); and deposited her own funds into an IOLTA in excess of the amount reasonably necessary to pay financial institution service charges or fees, in violation of MRPC 1.15(f). Respondent was also found to have violated MCR 9.104(3) and (4); and MRPC 8.4(a).

In accordance with the stipulation of the parties, the hearing panel ordered that respondent's license to practice law in Michigan be suspended for 30 days and that she be required to attend, within 6 months of the effective date of the panel's order, the seminar titled, "Lawyer Trust Accounts: Management Principles & Record Keeping Resources," offered by the State Bar of Michigan. Costs were assessed in the amount of \$963.44.

Mark A. Armitage  
Executive Director