

# Rhode Island Bar Association Staff & Responsibilities

To contact staff members, dial the main number 401.421.5740 or use the individual's email address. Staff telephone extensions or direct lines and email addresses appear beneath their titles and names. Information concerning Bar-related programs and services may be directly accessed via the Bar's website at [ribar.com](http://ribar.com).

## Executive Director

Helen Desmond McDonald, ext. 4837  
[hmcDonald@ribar.com](mailto:hmcDonald@ribar.com)

## Deputy Director

Kathleen M. Bridge, ext. 4838  
[kbridge@ribar.com](mailto:kbridge@ribar.com)

## Communications Director

Erin R. Cute, ext. 4845  
[ecute@ribar.com](mailto:ecute@ribar.com)

## Continuing Legal Education (CLE) Director

Tanya Nieves, ext. 4839  
[tnieves@ribar.com](mailto:tnieves@ribar.com)

## Finance Director

Renée Bourbonnière, ext. 4836  
[rbourbonniere@ribar.com](mailto:rbourbonniere@ribar.com)

## Coordinator of Continuing Legal Education (CLE)

Karen A. Lomax, ext. 4847  
[klomax@ribar.com](mailto:klomax@ribar.com)

## Gatekeeper/CLE Program Assistant

Heather Chea, ext. 4846  
[hchea@ribar.com](mailto:hchea@ribar.com)

## Lawyer Referral Service Coordinator

Caitlin Poland, 421-7799, ext. 4834  
[cpoland@ribar.com](mailto:cpoland@ribar.com)

## Lawyer Referral Service & Elderly Program/Coordinator

Elisa King, 521-5040, ext. 7722  
[eking@ribar.com](mailto:eking@ribar.com)

## Office Manager

Susan J. Cavalloro, ext. 4840  
[scavalloro@ribar.com](mailto:scavalloro@ribar.com)

## Public Services Director

Susan A. Fontaine, 421-5740 ext. 4851  
[sfontaine@ribar.com](mailto:sfontaine@ribar.com)

## Rhode Island Bar Foundation – Interest On Lawyers Trust Accounts (IOLTA) Director

Virginia M. Caldwell, 421-6541 ext. 6541  
[gcaldwell@ribar.com](mailto:gcaldwell@ribar.com)

## Volunteer Lawyer Program Coordinator

John H. Ellis, 421-7758 ext. 4833  
[jellis@ribar.com](mailto:jellis@ribar.com)

## Continuing Legal Education (CLE)

Publications *Tanya Nieves*  
 Seminars *Karen A. Lomax*

## Dues, Membership

*Tanya Nieves*  
*Susan J. Cavalloro*

## Executive Committee

*Helen D. McDonald*

## Casemaker/Computer Assistance

*Tanya Nieves*

## Rhode Island Bar Journal Articles and Advertising

*Kathleen M. Bridge*

## Lawyer Referral Service

(401-421-7799) *Susan A. Fontaine*

– Reduced Fee Program

– Referral Service for the Elderly

– Lawyers for the Arts

## Volunteer Lawyer Program

(401-421-7758) *Susan A. Fontaine*

## US Armed Forces Legal Services Project

(401-521-5040) *Susan A. Fontaine*

## Online Attorney Directory Photographs

*Erin R. Cute*

## Law-Related Education Programs

*Kathleen M. Bridge*

## Speakers Bureau

*Kathleen M. Bridge*

## Lawyers Helping Lawyers

Confidential assistance for lawyers and their families

Coastline Employee Assistance Program (Coastline EAP) (401-732-9444) or (800-445-1195)

Bar Office *Helen D. McDonald*

## Annual Meeting

Program *Tanya Nieves*  
 Exhibitors *Kathleen M. Bridge*

## Client Reimbursement Fund

*Helen D. McDonald*

## Committees

*Erin R. Cute*

## Fee Arbitration

*Helen D. McDonald*

## House of Delegates

*Helen D. McDonald*

## IOLTA Program

*Virginia M. Caldwell*

## Legislation

*Helen D. McDonald*

## Mailing Lists, Labels

*Erin R. Cute*

## Member Address Changes

*Susan J. Cavalloro*

## Membership/Status Inquiries

*Susan J. Cavalloro*

## News Media Inquiries

*Kathleen M. Bridge*

## Pro Bono Programs

(401-421-7799) *Susan A. Fontaine*

## Public Relations/Communications

*Kathleen M. Bridge*

## Rhode Island Bar Foundation

(401-421-6541) *Virginia M. Caldwell*

## Scholarship Program/Grants

(401-421-6541) *Virginia M. Caldwell*

## Website Inquires

*Kathleen M. Bridge*

## Membership Benefits

See the Bar's web site for more information

ABA Legal Technology Resource Center  
[lawtechnology.org/services.html](http://lawtechnology.org/services.html)

ABA Members  
 Retirement Program 1-800-826-8901  
[abaretirement.com](http://abaretirement.com)

ABA Publications  
 Discount Program [ababooks.org](http://ababooks.org)

Business Owners Insurance  
 Aon/Affinity Insurance 1-800-695-2970  
[attorneys-advantage.com](http://attorneys-advantage.com)

Disability Insurance – Guardian Life  
 Robert J. Gallagher & Assoc.  
 401-431-0837  
[gallagherassoc.com](http://gallagherassoc.com)

Law Firm Merchant Account – Credit Card Processing for Attorneys  
 1-866-376-0950  
[affiniscape.com/ribar](http://affiniscape.com/ribar)

Legal Career Center  
[jobs.ribar.com/home](http://jobs.ribar.com/home)

Professional Liability Insurance  
 Aon/Affinity Insurance 1-800-695-2970  
[attorneysadvantage.com/law](http://attorneysadvantage.com/law)

USI New England (Blue Cross / Delta Dental) 401-558-3165