

JCM
4C

ATTORNEY GENERAL MAY 17 '22 PM 1:28 RCUD
DEPARTMENT OF JUSTICE

33 CAPITOL STREET
CONCORD, NEW HAMPSHIRE 03301-6397

JOHN M. FORMELLA
ATTORNEY GENERAL



JAMES T. BOFFETTI
DEPUTY ATTORNEY GENERAL

May 18, 2022

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
State House
Concord, NH 03301

Your Excellency and Members of the Council:

REQUESTED ACTION

That approval be and hereby is given to the Attorney General to appoint Diane M. Quinlan as the Director of Charitable Trusts (Position #9U258, appropriation #02-20-20-201010-2621-013-500132) and as an Assistant Attorney General at a salary of \$104,000, effective upon Governor and Executive Council approval or June 3, 2022, whichever is later, for a term ending March 22, 2024.

EXPLANATION

Ms. Quinlan, a Merrimack resident, earned her Bachelor of Arts from the College of the Holy Cross in 1984 and her Juris Doctor, *cum laude*, from Suffolk University Law School in 1990. Following law school graduation, she clerked for the Hon. Martin F. Loughlin at the U.S. District Court for the District of New Hampshire from 1990 to 1991. She then practiced as an Associate at Conley, Haley, O'Neil and Kaplan in Bath, Maine from 1991 to 1992, and at Rath, Young, Pignatelli and Oyer in Concord from 1992 to 1995. She was a Shareholder and Officer at Devine, Millimet and Branch in Manchester from 1995 to 2002. Ms. Quinlan left private practice in 2002 to become Vice Chancellor and General Counsel for the Diocese of Manchester. She was promoted to Chancellor and General Counsel in 2004, which position she held until 2019. She joined the Department of Justice as Assistant Director of the Charitable Trust Unit in August 2019 and has served in that capacity since that date. In light of Ms. Quinlan's varied and extensive legal experience, I would like to appoint her as the Director of Charitable Trusts at a salary of \$104,000, for a term ending March 22, 2024. A copy of her resume is attached.

RSA 94:1-a(a)(c)(3) provides that designation of positions, salary levels, and salary increases for attorneys at the Department of Justice shall be determined by the Attorney General,

His Excellency, Governor Christopher T. Sununu
and the Honorable Council

May 18, 2022

Page 2 of 2

subject to approval of the Governor and Council, within appropriations made to the Department of Justice.

I am very pleased to offer Ms. Quinlan's appointment as the Director of Charitable Trusts and as an Assistant Attorney General at the above-referenced salary for your approval and respectfully urge your favorable consideration. Please contact me with any questions.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "J.M. Formella", written in a cursive style.

John M. Formella
Attorney General

#3557706

Diane Murphy Quinlan

PROFESSIONAL EXPERIENCE

OFFICE OF THE NH ATTORNEY GENERAL, Concord, NH

ASSISTANT DIRECTOR OF CHARITABLE TRUSTS (2019-Present)

- Research, draft, and file pleadings and represent the Director in court
- Review required filings and reports, meet with leaders of charitable organizations and trusts regarding governance issues, and investigate organizations and trusts
- Supervise staff and plan, direct, and organize workflow and other procedures

DIOCESE OF MANCHESTER, Manchester, NH

CHANCELLOR AND GENERAL COUNSEL (2004-2019)

- Developed, authored, and implemented policies, procedures, and programs to enhance efficiency and effectiveness, to ensure consistency, and to reduce risk
- Provided practical training, counsel, and legal advice and legal services for Church and school leaders and managers to assist them in resolving problems, issues, and concerns
- Orchestrated the response to various crises and issues, including assembling and soliciting input from others, composing communications, and directing staff
- Oversaw trust and estate legal matters, including drafting trust documents and appearing in probate court
- Managed, supervised, and supported the human resources function for over 80 parishes, 24 schools, and the diocesan administration
- Built, coordinated, and implemented a Catholic Leadership Institute to develop Catholic leaders consistent with the Bishop's vision

DIOCESE OF MANCHESTER, Manchester, NH

VICE CHANCELLOR AND GENERAL COUNSEL (2002-2004)

- Spearheaded the development of policies, procedures, and training programs to address the sexual abuse crisis and to prevent future abuse
- Provided legal advice, guidance, and training on employment, contract, corporate, and other legal matters
- Involved in developing crisis communications plans, preparing public statements and releases, and serving as media spokesperson

DEVINE, MILLIMET & BRANCH, PA, Manchester, NH

SHAREHOLDER/OFFICER (1995-2002)

- Provided clients with pragmatic legal advice about a wide range of labor and employment matters
- Trained and educated attorneys, human resource professionals, and managers about employment laws and human resources matters
- Litigated cases before state and federal courts and agencies and in arbitration

RATH, YOUNG, PIGNATELLI & OYER, PA, Concord, NH

ASSOCIATE (1992-1995)

- Advocated for clients involved in litigation over employment, medical malpractice, and other civil legal disputes

CONLEY, HALEY, O'NEIL & KAPLAN, PA, Bath, ME
ASSOCIATE (1991-1992)

- Argued and litigated on behalf of clients before arbitrators and state and federal courts

HON. MARTIN F. LOUGHLIN, US DISTRICT COURT FOR THE DISTRICT OF NH,
Concord, NH
LAW CLERK (1990-1991)

- Supported the senior judge of the court by researching and drafting numerous judicial orders and opinions involving varied legal issues

EDUCATION

SUFFOLK UNIVERSITY LAW SCHOOL, Boston, MA
JD, *cum laude*, 1990

COLLEGE OF THE HOLY CROSS, Worcester, MA
BA, English, 1984

AWARDS AND PROFESSIONAL ASSOCIATIONS

- Awarded *Pro Ecclesia et Pontifice* Medal by Pope Benedict XVI
- Awarded 2019 St. Thomas More Award by the NH Catholic Lawyers Guild
- Awarded 1998 Robert E. Kirby Award
- Member, New Hampshire Bar Association
- Member, Catholic Lawyers Guild (past president)
- Former member, NH Bar Association Ethics Committee
- Former member, Federal Court Advisory Committee

OTHER VOLUNTEER ACTIVITIES

- Volunteer Track & Field Coach, Special Olympics New Hampshire
- Member, Trinity High School Advisory Committee
- Member, Board of Directors, Camps Fatima and Bernadette
- Former member, Board of Trustees, Catholic Medical Center (Ethics Committee Chair)
- Former volunteer, New Horizons for New Hampshire
- Former member, Board of Directors, Merrimack Cardinals Football & Spirit Programs
- Former coach and member of the Board of Directors, Merrimack Youth Association Softball
- Former member, St. Joseph Community Services Board of Directors
- Former lector and religious education volunteer, Our Lady of Mercy Parish
- Former volunteer, Merrimack YMCA