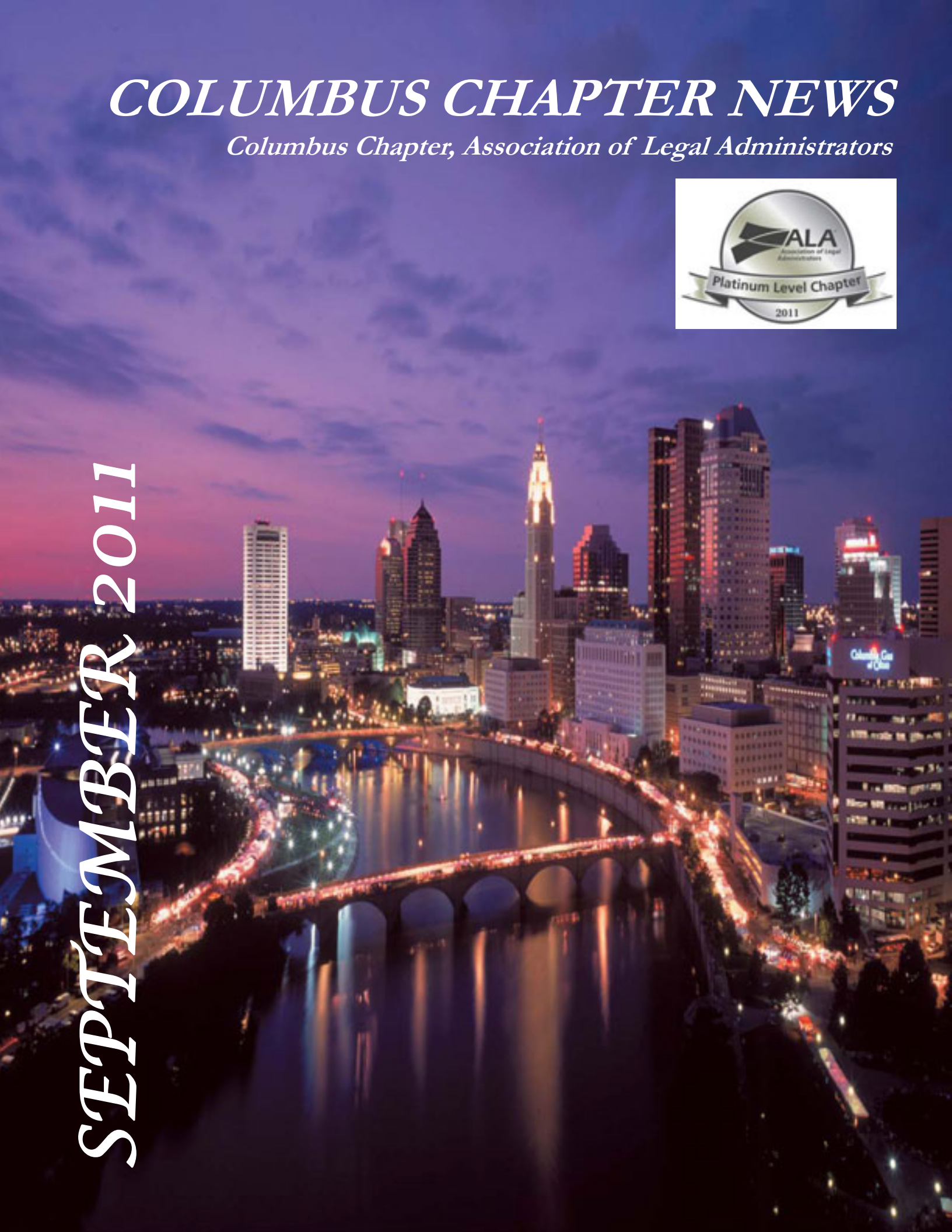


COLUMBUS CHAPTER NEWS

Columbus Chapter, Association of Legal Administrators



SEPTEMBER 2011



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Cover Photo provided by Columbus Chamber of Commerce, <http://www.columbus.org>

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The Columbus Chapter of the Association of Legal Administrators appreciates the support of our business partners. *Business Partners Are Vital to Our Success.*

Visit our Business Partner page on the Columbus Chapter Web site, <http://www.alacolumbus.org/vendors.htm>

Visit the Business Partner Resources tab on the ALA Web site at <http://www.alanet.org/resourceforvendors/welcome.aspx>

President's Message



*Chapter President
Cara Tammara*

Thanks to everyone who came out to Huntington Park. The weather was perfect and the location couldn't have been better for socializing and networking with fellow ALA members. I hope that this is something we will repeat in years to come. What was the score?

Ready for more fun, socializing and networking? There's still time to RSVP for our annual golf outing. The 2011 Member-Business Partner Golf Outing is Thursday, September 22, 2011, at 12:00 noon. This year, our event will again be held at Oakhurst Country Club, 3223 Norton Rd., Grove City, Ohio, 43123. If you are not familiar with Oakhurst Country Club, please visit their website at www.oakhurstgc.com. Expect to have a great day of golf and wonderful networking. But remember - you do not need to know how to golf, heck, you don't even have to get out of the cart! Drive the cart, come for lunch, come for dinner, come for the door prizes, it's all good! Did I say that you don't need to know how to golf?

You should also consider registering for the Regions 3 & 4 Conference & Expo and ALA's 2012 National Conference in Hawaii. This year Regions 3 & 4 are teaming up and meeting in Kansas City, Missouri. Seize the opportunity to "Connect in the Heart of America" this fall with your colleagues and business partners, learn new ways you can be successful and discover the latest trends in the legal industry. Then, visit ALA's website for the cost justification toolkit to make your case to attend the 2012 National Conference. It really is possible to go to Hawaii for the same amount that you spent on Boston in 2010 or Orlando in 2011. Check it out. <http://www.alanet.org/conf/2012/>. These are great opportunities to make great connections that will benefit you personally, professionally and your firm, too.

The Membership/Mentoring Committee will be hosting a social for new and prospective Columbus Chapter Members on October 25 at the Columbus Renaissance. If you know of anyone who might be interested in joining our Chapter, please contact Karen Scurlock (kas@isaacbrant.com), Laura Carpenter (lcarpenter@ralaw.com), or Kelly Coholich (kcoholich@szd.com) with the individual's name and e-mail address.

And saving the best for last! Exciting news! This month we are rolling out a new website. Check it out at www.alacolumbus.org. We've got a new and improved design, it's user friendly, business partner friendly and interactive. It's sure to become a tool that you'll bookmark and use every day! Thanks to everyone who worked on the new design - Marty Eisenbarth, Cindy Wesney, Paul Boyd and Randy Headley.

Cara

Visit our new Web site at <http://www.alacolumbus.org!>



The screenshot shows the ALA Columbus Chapter website. At the top left is the ALA logo. To its right is the text 'Columbus Chapter'. Further right is a search bar with a 'SUBMIT' button. Below the header is a navigation menu with links: 'About', 'Join', 'Members Only', 'Business Partners', 'Calendar', and 'Contact'. The main content area features a large banner image of a classical building with the text: 'Developing the legal management profession and the professional expertise for our Members'. Below the banner are four columns of content:

- Events:** Lists dates from Sept. 15, 2011 to Sept. 27, 2011, including 'PACO E-Discovery Program', 'ALA Regional Conference September 15-17', 'Chapter Golf Outing', and 'ALA Community Challenge Weekend'.
- News & Announcements:** Includes 'Our Latest Newsletter August 2011 Newsletter (PDF)', '2011 Golf Outing', 'Related Links', and 'News Archive'.
- ALA Columbus Chapter:** States the mission and lists links for 'Read More', 'Diversity Initiative', 'Committees', 'Certified Legal Manager', and 'Conferences'.
- Welcome:** States that the chapter has 62 members and provides links to 'Become a Member' and 'Become a Sponsor'.

ALA September Anniversaries:

Randy Headley, CLM	16 years
Eric Martin	19 years
Joy McKenzie	10 years
Steve Odum	23 years
Cindy Wesney	19 years

*Attend the chapter meeting free-of-charge in your anniversary month.
If your anniversary falls during a month in which we do not have a meeting, or the meeting is sponsored by a business partner, you can use your "free" month at the next scheduled meeting!*

Upcoming Events

SEPTEMBER 2011

SU	MO	TU	WE	TH	FR	SA
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

7 – Wednesday – 2:00 PM

ALA Webinar*

Focus on Profitability: Advanced Budgeting and Ratio Analysis
 Sponsored by Columbus Chapter, hosted by Kegler Brown
 RSVP to Cara Tammamaro at ctammamaro@keglerbrown.com

15-17

ALA Regions 3 & 4 Conference

The InterContinental, Kansas City, MO

21 – Wednesday – 2:00 PM

ALA Webinar*

Ethics in the Wired World
 For more information visit the ALA Web site at www.alanet.org/webinars

22 – Thursday – 12:00 PM

Columbus Chapter Member/
 Business Partner Golf Outing
 Oakhurst Country Club

22-24

ALA Large Firm Administrators Retreat

The Ritz Carlton Chicago, Chicago, IL

27 – Tuesday – 12:00 PM

Chapter Board Meeting
 Kegler, Brown, Hill & Ritter

OCTOBER 2011

SU	MO	TU	WE	TH	FR	SA
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

3-7

ALA Professional Legal Management Week

18 – 5:00 PM

Community Service Activity
 YWCA Family Center Dinner Service

19 – Wednesday – 12:00 PM

Monthly Chapter Meeting

Columbus Renaissance
 Project Management
 David Scott, Vorys, Sater, Seymour and Pease, Speaker

19 – Wednesday – 2:00 PM

ALA Webinar*

Your Firm's Risk Insurance Needs: Professional Liability Coverage
 For more information visit the ALA Web site at www.alanet.org/webinars

25 – Tuesday – 12:00 PM

Chapter Board Meeting
 Kegler, Brown, Hill & Ritter

25 – Tuesday – 5:30 PM

New Member Social
 Columbus Renaissance

27-28

ALA Intellectual Property Retreat

Hyatt Regency Washington on Capitol Hill, Washington, DC

NOVEMBER 2011

SU	M	TU	W	TH	FR	SA
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

16 – Wednesday – 12:00 PM

Monthly Chapter Meeting

Columbus Renaissance
 Diversity Topic
 Speaker to be Announced

29 – Tuesday – 12:00 PM

Chapter Board Meeting

Kegler, Brown, Hill & Ritter

*A reminder that if you are interested in attending any ALA Webinar, please contact Columbus Chapter President Cara Tammamaro at ctammamaro@keglerbrown.com. If at least five chapter members are interested, the Chapter will pay for the webinar.

Diversity Spotlight



Diversity and Emotional Intelligence

We all share different perspectives on interacting with those who are different from ourselves in age, race, sex, sexual preference, capabilities - the list goes on and on. Some individuals welcome differences while others claim that they do not notice these. Still others are uncomfortable with these differences. It is the reaction of discomfort, whether conscious or not, which matters when considering the relationship between emotional intelligence and diversity.

A number of studies have shown a part of the brain responsible for emotional learning and fear conditioning is activated when individuals are shown pictures of faces who are racially different from themselves. Yet another study indicated that emotion can affect one's attitude toward others who are diverse. Research in that study found that when anger is induced, prejudice toward diverse others is formed. Science has shown us that diversity is an emotional experience. Thus, if we can get in check with ourselves and our emotions, that will better equip us to interact with individuals who differ from ourselves.

Consider the following three questions -

- Q1 - Are you aware of your feelings?
- Q2 - Once you are aware, can you manage these emotions?
- Q3 - Are you aware of others' feelings?

The emotional intelligence we need to cope effectively in a diverse world involves both insight (Q1) and action (Q2), and focuses on both ourselves (Q1 & Q2) and others (Q3) in order to have effective interactions and productive work groups. It is using your emotions to help you make intelligent decisions. Our emotions have the ability to hijack our decision making, if permitted. Through awareness, mindfully addressing your own emotions and those of others, you will be able to make better connections with others. More information will come from these connections, and better decisions will be made as a result.

I was compelled by an explanation of emotional intelligence offered by Dr. Jorge Cherbosque, who is affiliated with UCLA. An excerpt follows. Dr. Cherbosque's description begins with a tale and then a concept.

The story is the difference between heaven and hell, where there are people in a room, very hungry, seated around a table with chairs they cannot move, with spoons bigger than their hands, as they make attempts to feed themselves, and they cannot. Heaven is the same room with the same people, stuck in the same chairs, positioned with the same spoons. However, in heaven, people understand they cannot feed themselves, so they support and feed one another.

The one truth we have to understand is that we do not need to always be right in how we do things, but we must be effective in whatever we do that affects each other. In being effective, we have to draw on the understanding of

Diversity and Emotional Intelligence, continued on Page 14

Good Strategies Gone Bad

By Ed Wesemann



I used to think that there was no such thing as a bad strategy – just bad execution. I thought that any strategy was better than no strategy and that a law firm with a plan of action couldn't possibly be bad. I'm pretty sure I was wrong.

Here's the problem. A strategy is a means of achieving an objective, which, of course, requires that a firm first have an objective. The objective doesn't have to be all that complicated; it can be as simple as increasing profitability or developing a specific reputation. Unfortunately, many law firms (bordering on "most" law firms) never really come to a consensus about the objective. Some partners want to make a lot of money, some want to have more time with their families. There are all sorts of objectives and, often, large segments of the partnership aren't quite sure what they want. So, as a result, firms' strategies are cobbled together by copying what other firms are doing or simply by writing down what the firms themselves were already doing.

So, the resulting strategies end up either inappropriate for the firms' situations or impossible to execute. Not surprisingly, we seem to see the same bad strategies over and over again in firm after firm. So, here are the five most common faulty strategies that we see law firms adopting and what typically makes them bad:

1. **Lateral Hiring.** Among the most common strategies by U.S. firms is to bring in work to fill the empty plates of lawyers through lateral hiring of partners with business. Now, it is pretty widely recognized that lateral hiring is at best a crapshoot. For a lateral to bring along all of his or her clients, generate enough work to fill empty plates, be a cultural fit with the firm while being a good partnership citizen is close to a miracle. And the risks are huge when one considers the firm's investment in negative cash flow while the lateral fills his or her pipeline, concerns about reputational impact, the investment of management and marketing resources and the wasted political capital with the firm's partners if the lateral doesn't work out. Load in compensation premiums paid to attract the lateral, headhunter fees, tag along associates and secretaries, the increased compensation demands by those people the partner's work is going to hopefully support and assume all the risks succeed. Then factor in the risk of losing partners to other firms because they are disgruntled over the compensation paid to the lateral. To the extent there is revenue growth it is unlikely to yield profitability to justify the overall risk.

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from Ed Wesemann
<http://www.edwesemann.com>
July 12, 2011

Good Strategies Gone Bad, continued on Page 10

Good Strategies Gone Bad, continued from Page 9

2. **Emerging Practices.** Among the most common questions asked by strategic planning committees is, “What is the next big practice?” Firms look at emerging practices such as Homeland Security law, “Green” law and Photonic Transfer law, wishing they had gotten in on the ground floor. There is certainly a first mover advantage if a firm is capable of selecting the practice accurately, but, like any speculative investment, only a small portion of new practices ever mature into a revenue stream (remember Y2K law). And, even if a firm guesses correctly, while emerging practices enjoy high billing rates, there is typically a very small initial demand. For most firms, stumbling into a cutting edge practice is the result of having the right experience and the correct client at the right time, not a matter of strategy.
3. **Plaintiff Contingent Fee Practices.** Enamored by huge fees going to class action lawyers, law firm strategies are increasingly embracing the dedication of a portion of their practice to contingent fee work – often as much as ten percent of total billable hours. Successful plaintiffs’ lawyers depend as much on the law of large numbers as they do on good lawyering and careful case selection. It is a function of getting to settlement with the minimum investment of time and having a sufficient number of cases so that the value of verdicts and settlements covers the cost of losses. Using contingent fee cases to fill the empty plates of litigators is an extremely high risk strategy, especially since the tactics and skills involved in being a successful plaintiffs’ lawyer are almost the antithesis of those of a good defense lawyer.
4. **Branch Offices.** Targeted locations for future branch offices are another frequent aspect of law firm strategic plans. But when revenue potential is balanced against the margin hit they cause, new offices make sense only in certain unique circumstances. There are certainly legitimate strategies that justify branch offices, especially when they involve regulatory and government relations practices requiring a Washington or state capital presence, or securities practices wanting to have an office in a capital market to support their clients’ needs. But branches in locations where the local billing rates are lower than the firm’s other offices, or where specific work can’t be identified to cover the office’s cost, are an absolute no-no.
5. **Compensation System Adjustments.** Many law firm strategic plans focus on perceived problems with their partner compensation system. Reward systems are important to keep people from leaving the law firm. But it is almost impossible to incentivize lawyers to do what they don’t naturally want to do with compensation – your firm simply doesn’t have enough money. Focus on giving lawyers the support they need to develop revenues to expand the size of the pie. The result will yield more money in everyone’s pockets than horsing around with the size of each partner’s slice. You don’t win wars or get soldiers to charge the enemy by focusing on Lieutenants’ pay.

The bottom line is that bad strategies result from a lack of clear objectives. Successful strategies are built on law firms having clear consensus on what they are attempting to achieve. Whether it is all about profitability, having a fulfilling practice or sustaining a culture of personal freedom and family time, it makes no sense to debate what highway to take if you have not agreed on the destination.

Ed Wesemann specializes in assisting law firms with strategic issues involving market dominance, governance, merger and acquisition and the activities necessary for strategy implementation. Ed is considered to be the leading global expert on law firm strategy and culture and has worked with law firms in the UK, Europe, Africa, China, Australia and New Zealand, and South America as well as the U.S., Canada and Mexico. Ed can be reached at 877.922.2040 or ed@edwesemann.com.



Have you registered yet for the Columbus Chapter Member/Business Partner Golf Outing? Why not????????? We have a rebuttal for every one of your excuses:

1. I don't own golf clubs.

No problem. If you really want to golf, the course rents clubs. If you really don't want to golf, you have a built-in excuse to never get out of the cart.

2. I don't know how to golf.

Doesn't matter. Neither does Tiger Woods at the moment. He still shows up. So should you. Besides, we just call it a golf outing. It's really a chapter meeting in a different venue. At least that's what you can tell your partners.

3. I'm too busy, I can't get out of the office.

Come on, really? The place won't fall apart without you for one afternoon. Besides, you have a Blackberry so you're still working, just with one hand on the wheel of a golf cart and the other hand around a cold beer. No different than any other day except for the golf cart.

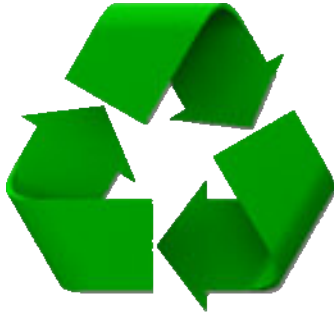
Seriously, we hope you'll join us on September 22 at Oakhurst Country Club (see the enclosed registration form for more information). We promise you'll have a great time! And if you really can't get out of the office for the afternoon, please consider joining us for dinner.

RSVP to Rob Sander at rsander@wileslaw.com by Friday, September 9

Quote of the Month

After all these years, it's still embarrassing for me to play on the American golf tour. Like the time I asked my caddie for a sand wedge and he came back ten minutes later with a ham on rye.

— Chi Chi Rodriguez,
on his Puerto Rican accent



"Green" Ideas

By Sarah Kittner, Document Technologies, Inc.

Reprinted with permission from "The Houston Courtyard," the newsletter published by the Houston Chapter of the Association of Legal Administrators, Fall 2010

Developing a Successful Program

- ◇ Understand your firm's carbon footprint
- ◇ Participate in the ABA Law Office Climate Challenge (www.abanet.org/enviro/climatechallenge/overview.shtml)
- ◇ Form a "sustainability committee"
- ◇ Adopt and post your sustainability policy and roll out a Firmwide announcement
- ◇ Use contests to solicit ideas from employees on ways to increase recycling and reduce paper usage
- ◇ Communicate your efforts, progress & cost savings internally – use your intranet or create an on-line newsletter
- ◇ Educate employees on energy savings opportunities at home

Getting Your Paper Under Control

- ◇ Reduce the amount of paper used
 - ⇒ Eliminate internal memos
 - ⇒ Use an entire legal pad and don't file remnants
 - ⇒ Reuse file folders, expandable files and notebooks
 - ⇒ Encourage onscreen editing of documents
 - ⇒ Electronically transmit and file documents
 - ⇒ Set double-sided copying as standard in copiers and printers
 - ⇒ Use a product such as Greenprint to eliminate blank pages from documents before printing
 - ⇒ Don't print accounting reports – send and review via computer
 - ⇒ Order supplies via phone or Internet
 - ⇒ Route faxes electronically; use e-communications in lieu of paper documents
 - ⇒ Narrow margins on documents to conserve paper, unless prohibited by courts or agencies
- ◇ Use filing products with high post-consumer waste content
- ◇ Use recycled paper products for plates, napkins, paper towels & toilet paper
- ◇ Eliminate plastic eating utensils – use flatware or cornstarch biodegradable utensils from a source such as www.worldcentric.org/store/cutlery.htm
- ◇ Use glass mugs and water glasses instead of plastic or paper cups
- ◇ Reuse boxes for shipping packages & shredded paper as packing material.

Conserving Energy

- ◇ Post "Turn Off Lights" reminders on light switches (or motion detectors)
- ◇ Automatically turn off lights during non-working hours
- ◇ Switch from T-12 to T-8 fluorescent bulbs (use up to 62% less energy)

"Green" Ideas, continued on Page 13

“Green” Ideas, continued from Page 12

- ◇ Set computer monitors to revert to stand-by mode after 15 minutes (uses 90% less energy than regular operational mode)
- ◇ Use power strips with motion detectors to turn off electrical equipment after 5 minutes of non-use
- ◇ Switch from CRT to LCD monitors (uses 50 to 65% less energy)
- ◇ Avoid screensavers on computers (use as much energy as full power)
- ◇ Set printers and copiers to revert to stand-by mode after being idle for 15 minutes
- ◇ Unplug chargers, such as those for mobile phones or smartphones, when not in use. They still consume energy when plugged in, even if not charging a device.

Traveling to your destination

- ◇ Provide incentives for carpooling or mass transit use
- ◇ Reduce travel to meetings – use audio- or video-conferencing or send fewer attendees
- ◇ Allow telecommuting where practical
- ◇ Purchase carbon offsets for all the firm’s plane and car travel

Recycling

- ◇ Recycle soft drink cans
- ◇ Eliminate bottled water
- ◇ Provide a separate container at each desk for items to be recycled
- ◇ Use separate containers for wet waste items
- ◇ Place recycling bins throughout the firm – kitchens, conference rooms, etc.
- ◇ Recycle batteries
- ◇ Recycle used computer equipment (equipment is donated to non-profits, remarketed or recycled); nothing enters a landfill
- ◇ Implement a composting program in your firm or building

Thank You ...

to our Silver Business Partners IKON Office Solutions and Robert Half Legal, for providing scholarships for Columbus Chapter members to attend the ALA Region 3/4 Educational Conference & Exposition in Kansas City, Missouri, September 15-17, 2011.

Diversity and Emotional Intelligence, continued from Page 8

ourselves and others with compassion and empathy as we transcend our own perspective to understand the perspective of others with very different ideas.

Emotional intelligence is using both our emotions and cognitive ability to make choices, not only the right ones, but also the most effective ones. Emotional intelligence, to the surprise of many people, is not just about emotions but cognitive processes, abilities, and having a vocabulary to be able to express and communicate our experiences, as well as understanding those experiences. Emotional intelligence further involves understanding our experiences so that we do not have to repeat something that might not be the best choice for us. How often do we repeat things in life we swear we would never do again, only because we did not use our emotional intelligence to choose differently?

So, emotional intelligence is not only about understanding and communicating, it is about managing our emotions instead of allowing our emotions to manage us. It is about applying all this knowledge to better communicate and resolve conflict. Dr. Cherbosque saw the connect between emotional intelligence and diversity and created a training platform to address the relationship.

It is widely known that diversity has the potential to bring many benefits to an organization such as increased creativity and market share. However, it is difficult to access these benefits when differences clash and emotions take center stage. Often leaders and employees alike do not know how to deal with these feelings to capitalize on diverse perspectives, styles and experiences. Developing the capacity to understand and manage feelings and deal effectively with others, no matter how great the differences, is a critical competency in today's diverse workplace. The ability to do so depends in great part on emotional intelligence. In our law offices today, where it is not uncommon to find four or five generations, multiple languages, many ethnicities and races, differences in gender, sexual orientation and religion, as well as personalities and values, dealing with diversity is a requirement. How successful we are will depend in great part on our emotional intelligence.

Consider the emotional intelligence quotient - *the EQ of your workforce* - and opportunities to develop these skills to improve communication, collaboration and productivity in your workplace. Please call upon me if I can help to direct you to resources and education.

Submitted by Betsy Wetherby, Diversity Committee Chairperson

Betsy can be reached at ewetherby@bricker.com.

**REGIONS 3 AND 4
CONFERENCE & EXPO**

Connect at the Regions 3 & 4 Conference & Expo!

Gain the knowledge, resources and networking vital to face any challenge at your law firm or in your legal department at the **Regions 3 & 4 Conference & Expo**, September 15–17, 2011, at the **InterContinental Kansas City at the Plaza** in Kansas City, MO.

Don't miss this cost-effective, two-day conference close to your home with professional legal industry speakers and more than 20 educational sessions — it's the best investment you'll make this year!

Connect in the Heart of America

Register before
August 15 for early bird
savings!

Learn more at
www.alanet.org/regions34



Your connection
to knowledge, resources and networking



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HONOLULU, HAWAII

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- Unparalleled networking opportunities
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Ignite your future 
Renew your spirit

**EARLY BIRD REGISTRATION
NOW AVAILABLE! REGISTER BY
FEBRUARY 6, 2012 AND SAVE!**
www.alanet.org/conf



ALA Code of Professional Responsibility

As legal management professionals, members of ALA shall abide by high ethical standards. This ALA Code of Professional Responsibility sets forth standards for the administration of legal management practices. Legal administrators at all levels have a responsibility to uphold and incorporate these standards into their everyday performance. This Code applies to the administration of legal organizations including private firms, corporate legal departments, legal clinics, government agencies and courts.

Responsibilities to the Profession of Legal Management:

- A. Uphold the ALA Code of Professional Responsibility and the mission of the Association of Legal Administrators;
- B. Conduct oneself with integrity and project a positive image of the legal management profession;
- C. Pursue continuing education to maintain a high level of proficiency in management procedures and issues;
- D. Promote initiatives for civic, economic and social well-being within our communities; and
- E. Advocate increased diversity in the legal management community and in all legal service organizations.

Responsibilities to the Legal Employer and its Employees:

- A. Foster an environment that promotes the use and improvement of sound business practices where all employees can develop, contribute and prosper;
- B. Be truthful and forthright in all forms of professional and organizational communication;
- C. Report financial information promptly, completely and accurately, and in a manner that facilitates informed decision making;
- D. Implement policies and procedures to address professional responsibility, business ethics and conduct;
- E. Establish an appropriate grievance and appeals process tailored to the legal organization's size and structure; and
- F. Promote a work environment that does not discriminate, intimidate or allow harassment based on race, color, ethnicity, national origin, gender, age, religion, disability, veteran's status, marital status, sexual orientation or other legally protected characteristics.

Responsibilities to those Outside the Legal Organization:

- A. Respect the customs and practices of clients, prospective clients, business partners and the community at large;
- B. Avoid actual or apparent conflicts of interest and advise all appropriate parties of potential conflicts;
- C. Refrain from soliciting or accepting any fee, commission, gift, gratuity, discount or loan on behalf of oneself, family or friends, that may influence business decisions;
- D. Ensure the existence of policies and procedures to provide quality client service;
- E. Utilize confidential and proprietary information solely for legal practice or management purposes and not to further private interest or personal profit; and
- F. Support outreach activities that cultivate pro bono assistance and law related public education to meet community needs.

ALA Announcements

Save the Date for the ALA Regions 3 & 4 Conference & Expo: September 15-17, 2011, at the InterContinental Kansas City at the Plaza, Kansas City, MO. Registration is now open on the ALA Web site at www.alanet.org/regions34. You should have received the conference brochure in the mail, but you can also look at it online on ALA's Web site by following the link above.

Volunteers Needed for 2013 Annual Conference Committee: The 2013 ALA Annual Conference & Exposition will be held in National Harbor, Maryland, April 15-18, 2013. The 12-member committee works with ALA headquarters staff to, within the parameters established for each Annual Conference, assemble the right mix of educational, networking and social events that meet the needs and interests of all members. Annual Conference Committee service involves an initial planning meeting about 18 months in advance of the Conference, plus frequent (at least monthly) conference call meetings and individual Committee member assignments – both in the planning stages, at the 2012 Conference, and at the 2013 Conference itself. For more information visit the ALA Web site at www.alanet.org.

International Professional Legal Management Week: Professional Legal Management WeekSM (PLMW), scheduled for October 3-7, 2011, provides a forum for recognizing those in legal management for what they do and the role they play in the success of the organization, and in its service to its clients and those who work in the organization. Sponsored by the Association of Legal Administrators, the objectives are:

- To provide awareness, understanding and education about the legal management profession, and
- To increase knowledge of the diverse roles within the profession.

For more information visit www.plmw.org.

2011 ALA Intellectual Property Retreat: The 2011 Intellectual Property Retreat will take place October 27-28 at the Hyatt Regency Washington on Capitol Hill in Washington, D.C. Featured Keynote Speaker is David J. Kappos, J.D., Under Secretary of Commerce for Intellectual Property and Director of the United States Patent and Trademark Office. Visit the [IP Retreat](#) section of the ALA website for more information.

LETTERS TO THE EDITOR

We value your comments/suggestions and even your submissions. After all, this is your Newsletter! If you would like to write a Letter to the Editor, make a suggestion that would enhance the newsletter, or would be willing to write an article for the newsletter (either about a committee event or an educational topic that would be of interest to our members), please e-mail Cindy Wesney, Newsletter Editor at:

cwesney@bakerlaw.com

Your input would be greatly appreciated!

2011-12 Columbus Chapter Board



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EDITORIAL POLICY

The *Columbus Chapter News* is published monthly for the education and benefit of legal administrators. It is not published for the purpose of rendering legal, accounting, or other professional services or advice. Nothing contained in this newsletter should be construed as legal, accounting, or other professional services or advice. Reprint of articles contained in this newsletter requires the written permission of the Editor of the *Columbus Chapter News*.

ALA MISSION STATEMENT

The Association of Legal Administrators' (ALA) mission is to promote and enhance the competence and professionalism of all members of the management team; improve the quality of management in law firms and other legal services organizations; and represent professional legal management and managers to the legal community and to the community at large.

COLUMBUS CHAPTER, ALA MISSION STATEMENT

The Columbus Chapter, Association of Legal Administrators, provides educational and networking opportunities to administrators with varied legal backgrounds in the Central Ohio area. We are committed to increasing awareness and building relationships, upholding the integrity of our profession, giving back to our community, contributing to the ongoing training of our membership, and supporting one another in our chosen careers.



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THANK YOU! to **Williams Lea** for printing the Columbus Chapter News.
For more information about **Williams Lea**, call Ian McCullough at (614) 462-2619.

Photos from the Columbus Clippers Game



*Teresa Shuler, Janet Hannaway,
Donna Bean, and Jennifer Young*



*Beth Hoeft, Kelly Coholich, Paul Boyd,
Larry Wiesman, and Camille DeLozier*



Randy Headley, Steve Odum and Jack Green



*Tiffany Miller, Sara Leech, Rhonda Hill,
Beverly Ringhiser, and Cara Tammaro*

Register Now! Member/Business Partner Golf Outing Thursday, September 22, 2011, Oakhurst Country Club



Columbus Chapter Member Change Form

If any of your information changes, please complete this form in its entirety and e-mail or fax to:

Cynthia L. Wesney, Newsletter Editor, Baker & Hostetler LLP,

E-mail: cwesney@bakerlaw.com, or Fax: 614.462.2616

and

Janie D. Jude-Askew, Treasurer, Loveland & Brosius LLC

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Telephone Number: _____ Facsimile: _____

E-mail: _____ Number of Attorneys: _____



3223 Norton Road, Grove City, OH 43123

614.878.6443



2011 Member/Business Partner Golf Outing

Thursday, September 22, 2011

NAME: _____

FIRM: _____

E-MAIL: _____ PHONE: _____

WILL YOU BE A TEAM CAPTAIN? _____ YES _____ NO

LEVEL OF PLAY: _____ Expert _____ Good _____ Okay _____ Do I Have to Get Out of the Cart?

RSVP to Rob Sander by e-mail, rsander@wileslaw.com, or by fax, 614.221.5692, by September 9, 2011

EVENT SIGN-UP		
SIGN UP FOR:	TIME	EVENT
<input type="checkbox"/>	11:00 AM	Box Lunch and Registration at Oakhurst Country Club
<input type="checkbox"/>	11:30 AM	Hit Range Balls Prior to Golf
<input type="checkbox"/>	12:00 PM	Golf – Shotgun Start Begins
<input type="checkbox"/>	5:30 PM—	Cocktails
<input type="checkbox"/>	6:30 PM	Dinner at Oakhurst (approximate time) <i>Please join us for dinner even if you are not golfing</i>

QUESTIONS? CALL A COMMITTEE CHAIR:
Rob Sander (221.5216), Lori Muetzel (628.0822), or Cindy Wesney (462.4742)

GOLF OUTING - MULLIGAN SALE - \$5.00 PROCEEDS GO TO



faith
mission

A member of the
Lutheran Social Service family

Welcome to Faith Mission



Located at 315 E. Long Street, Faith Mission is known by many as not only a place for a hot meal and a warm bed, but a haven of hope as well. Since 1966, Faith Mission has served the homeless community by offering a secure, Christian-based environment for homeless men and women on an emergency walk-in basis. The agency provides shelter, food and clothing, while helping individuals with access to longer term solutions such as housing, employment assistance, medical, dental and vision care, counseling and support groups.



Opportunities to VOLUNTEER in October

October 7, 2011

Pay \$5 and wear jeans
to work that Friday!



October 18, 2011

(5:00 p.m.)

YWCA Family Center
Where Local Families Find Refuge

Columbus Chapter will serve dinner to residents
(Help cook, serve, talk with residents, do a craft with the kids
and/or clean up)



PLEASE RSVP
by 9/26 to:

Sonja Kondas at skondas@peckshaffer.com or
Jane Ossege at jao@hahnlaw.com

Feel free to e-mail with any specific questions you may have.