

Law Practice Management Committee, Committee on Attorney Professionalism, Lawyer Assistance Program, Committee on Continuing Legal Education and Electronic Communications Committee

“Risk Management 360”

Thursday, January 30, 2014

9:00 a.m. – 5:00 p.m

2014 Annual Meeting Program Full Day MCLE Program with Lunch

**New York Hilton Midtown
Beekman Suite, Second Floor**

1335 Avenue of the Americas (between 53rd and 54th Streets) New York City

9:00 a.m. - 9:05 a.m. Welcome and Introductions

Marion Hancock Fish, Esq., *Chair, Committee on Attorney Professionalism, Hancock Estabrook, LLP, Syracuse, NY*
Gail Johnston, Esq., *Co-Chair, Electronic Communications Committee, Cahill Gordon & Reindel LLP, NYC*
Mark S. Gorgos, Esq., *Co-Chair, Electronic Communications Committee, Coughlin & Gerhart, LLP, Binghamton, NY*
Anthony Q. Fletcher, Esq., *Co-Chair, Law Practice Management Committee, Office of Anthony Q. Fletcher, PC, NYC*
John R. McCarron, Jr., Esq., *Co-Chair, Law Practice Management Committee, Montes & McCarron PLLC, Carmel, NY*
Henry E. Kruman, Esq., *Chair, Lawyer Assistance Committee, Malverne, NY*
Deborah A. Scalise, Esq., *Chair, Committee on Continuing Legal Education, Scalise & Hamilton, LLP, Scarsdale, NY*

9:05 a.m. - 9:30 a.m. Risk Management 360 – Is Your Practice at Risk?

In today's fast paced and ever-changing business environment it is important to understand and mitigate your firm's risk exposure. From maintaining financial health to maintaining your reputation understanding risk management is integral to your firm's future. Inadequate risk management can result in severe consequences for your firm.

This segment will provide an overview of Risk Management 360. Topics include management roles and responsibilities, employment relations, human resources, client intake and conflicts. You will learn to assess your overall approach to law firm risk management.

Speaker: Marian C. Rice, Esq., *L'Abbate Balkan Colavita & Contini, LLP, Garden City, NY*

**9:30 a.m. - 10:45 a.m. The Stresses of Lawyering in a 24-7 World
Risks and Your License | Protecting the Lawyer, Protecting the Firm**

This session will bring to light the stresses of lawyering and steps you can take to protect you and your firm. Through a hypothetical scenario panelists will explore risks to your law licensee and well-being, signs and symptoms of mental health and substance abuse and attorney impairment. Panelists will identify steps for prevention and corrective action. Panelists will also outline law firm management tips to minimize risks.

Panelists: Vincent E. Doyle III, Esq., *Connors & Vilardo, LLP, Buffalo, NY*
Henry E. Kruman, Esq., *Chair, Lawyer Assistance Committee, Malverne, NY*
Richard Rifkin, Esq., *Special Counsel, New York State Bar Association*
Patricia Spataro, *Director, Lawyer Assistance Program, New York State Bar Association*

10:45 a.m. - 12:00 p.m. Cybersecurity – What Every Legal Practitioner Needs To Know – If You Are Not Scared, You Should Be

Protecting client data in the 21st century has become increasingly difficult. The FBI has issued warnings directly to law firms regarding the risk of cyber-breach and the theft of data - client or otherwise. With email, web servers, the cloud, local data storage, mobile devices, et al, the practitioner can often become overwhelmed and may even run afoul of their ethical duty to protect client information. In this exciting panel, experts in the area of Cybersecurity will discuss real life data breaches and offer steps to be taken, policies to be followed and discuss products that should be used in order to mitigate the risks associated with practicing law in a cyber-connected world. This discussion is applicable to all attorneys, from solo to large firm.

Panelists: Representative from the FBI
John R. McCarron, Jr., Esq., *Co-Chair, Law Practice Management Committee, Montes & McCarron PLLC, Carmel, NY*
Hal M. Stewart, *New York, NY*
John C. L. Szekeres, Esq., *Hartsdale, NY*

12:00 p.m. - 12:30 p.m. Lunch Buffet

12:30 p.m. - 1:30 p.m. Exhibitor/Networking Time/Best Practices

1:30 p.m. - 2:45 p.m. Professionalism and Modern Law Practice: Views from the Bench and Bar

Effective advocacy and professionalism should go hand in hand, but in today's courtrooms that is not always the case.

This panel of jurists and practitioners from across the state will discuss these issues and more while offering perspectives on ways to promote our highest standards for the good of our clients and our profession. Panelists will discuss civility and courtroom decorum, preparedness, attorney discipline, sanctions, responsibility to the profession to maintain standards, law partnerships and intra-firm issues and mentoring.

Panelists: Marion Hancock Fish, Esq., *Chair, Committee on Attorney Professionalism, Hancock Estabrook, LLP, Syracuse, NY*
Deborah A. Scalise, Esq., *Chair, Committee on Continuing Legal Education, Scalise & Hamilton, LLP, Scarsdale, NY*
Lucille A. Fontana, Esq. (invited)
Clark, Gagliardi & Miller, P.C., White Plains, NY
Hon. Deborah H. Karalunas, *Justice, NYS Supreme Court, Onondaga County, Commercial Division*
Hon. Leonard Austin, *Associate Justice, Appellate Division, Second Department*

2:45 p.m. - 2:55 p.m. Break

2:55 p.m. - 4:10 p.m. Risk Management for Lawyers | Practical Tips to Improve Your Practice and Lessen the Possibility of a Malpractice Claim or Grievance

Panelists will provide practical information and best practices on communications with clients, docketing, selecting clients, fees and billing, insurance, docketing, conflicts identification and resolution, competency in areas of practice (and consequences of going outside the comfort zone), office sharing, referrals and much more.

Panelists: Marian C. Rice, Esq., *L'Abbate Balkan Colavita & Contini, LLP, Garden City, NY*
Dennis R. McCoy, Esq., *Hiscock & Barclay LLP, Buffalo, NY*
Scott W. Bush, Esq., *Corrigan, McCoy & Bush, PLLC, Rensselaer, NY*
Mike Mooney, *USI Affinity, Philadelphia, PA*

4:10 p.m. - 5:00 p.m. Effectively Managing Social Media Risks – Ethics, Attorney Advertising and Social Media

Whether your firm uses social media to reach potential new clients or simply maintains a minimal presence online, social media can trigger a wide variety of risks. This session will explore the ins and out of social media risks and steps you can take to be sure your firm is protected.

Speaker: Pery D. Krinsky, Esq., *Krinsky, PLLC, New York City*

7.5 MCLE credits: 4.5 ethics, 3.0 areas of professional practice/law practice management

Program Fee includes luncheon.

Register online www.nysba.org/AM2014LPM

IMPORTANT INFORMATION

Under New York's MCLE rule, this program has been approved for a total of up to **7.5 credit hours. 3.0 in Areas of Professional Practice and 4.5 Ethics.** This is a transitional program and is suitable for MCLE credit for newly-admitted attorneys.

Discounts and Scholarships: New York State Bar Association members and non-members may apply for a discount or scholarship to attend this program, based on financial hardship. ***This discount applies to the educational portion of the program only.*** Under that policy, any member of our Association or non-member who has a genuine basis of his/her hardship, if approved, can receive a discount or scholarship, depending on the circumstances. Request for discounts or scholarships must be received by Thursday, January 9th, 2014 program. For more details, please contact Jessica Patterson at New York State Bar Association, One Elk Street, Albany, New York 12207 or jpatterson@nysba.org



Accommodations for Persons with Disabilities: NYSBA welcomes participation by individuals with disabilities. NYSBA is committed to complying with all applicable laws that prohibit discrimination against individuals on the basis of disability in the full and equal enjoyment of its goods, services, programs, activities, facilities, privileges, advantages, or accommodations. To request auxiliary aids or services or if you have any questions regarding accessibility, please contact Kathy Heider at 518-487-5500.



For overnight room accommodations, please call the Hilton New York at 1-800-445-8667 and identify yourself as a member of the New York State Bar Association. Room rates are \$249.00 for single/double occupancy. You also can reserve your overnight room on the web at www.nysba.org/14accomm.



For questions about this specific program, please contact Katherine Suchocki at 518-487-5590. **For registration questions only, please call 518-487-5621. Fax registration form to 518-463-5993.**

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