

LIC Officers

President: Joseph Geierman, CFM, FMP Troutman Sanders LLP Doraville, GA 404-885-3557 joseph.geierman@troutmansanders.com

_ _ _ _ _ _

Past President: Mike Lesage, CFM Stoel Rives LLP Portland, OR 503-294-9180 mjlesage@stoel.com

Vice President Noel McNulty Facilities Manager Arnold & Porter LLP San Francisco, CA 415-471-3198 Noel.McNulty@aporter.com

Treasurer: Stephen Pasco Manager of Operations Nutter McClennen & Fish LLP Boston, MA 617-439-2078 <u>SPasco@nutter.com</u>

Secretary: Steven Rothmund Office Services Manager Sidley Austin LLP Chicago, IL 312-456-5752 srothmund@sidley.com

Membership Chair: Cynthia Dvorak, CFM Sidley Austin LLP Chicago, IL 312-853-7486 cdvorak@sidley.com

Newsletter Chair: Charlene Fischer, CFM Cleary Gottlieb Steen & Hamilton LLP Washington, WA 202-974-1964 <u>cfischer@cgsh.com</u>

_ _ _ _ _ _ _ _ _ _ _ _ _ _

Program Chair: Craig Oakman, CFM Phelps Dunbar LLP New Orleans, LA 504-584-9369 oakmanc@phelps.com

Message from Your President

Thank you for selecting me as your president for the 2015/16 term. I am very honored to be in this position, and hope to live up to your trust in me.

I have been with Troutman Sanders – a 600+ attorney firm – since 2009. In my 6 years with the organization, I have learned a lot about law firm operations – much of it from other members of the Legal Industry Council. I feel I owe a lot of my success to IFMA – especially the networking and education that it provides. Because of this, I've jumped at the chance to serve at both a local and council level. I have previously served the Legal Industry Council (LIC) in the roles of Treasurer and Vice President. In the Atlanta chapter, I just finished my term as president for the 2014/15 year.

My main goal as President of your council is to enhance your experience as a member. In essence, I want to understand why you joined this group, and then focus on doing those things that you appreciate us for – and, if possible, on doing them better. I want to provide quantifiable value to you so that when your boss asks you why you are a member of the Legal Industry Council, you're able to quickly list off a long set of reasons. I'd like to point out the re-launch of the listserv as a Google Group, and the publication of our benchmarking survey from earlier this year as initial "wins." I hope to have many more as my term continues. If you have an idea that you would like to see us implement, or want to get involved somehow, please contact me! I can be reached at

joseph.geierman@troutmansanders.com. I hope to hear from many of you this year.

Finally, I would like to encourage you – if possible – to join the council for our inperson breakfast meeting at World Workplace in Denver on October 7th at 8am. We will also be having a dinner provided by the council for attending members at a yet-to-be-determined restaurant on the following evening. By participating in previous World Workplace excursions, I have made many good friends who really understand what I do and the challenges I face in my job. It is a great experience, and I can't recommend it highly enough.

Thanks for being a member – I look forward to seeing you soon!

Joseph Geierman, MCR, CFM, FMP President, IFMA Legal Industry Council

Professional Development Update

One of the great benefits of being a member of the Legal Industry Council is the opportunity to continue to learn and grow. We have received a good bit of feedback about what our members are interested in learning about. Based on this feedback we have put together the following lineup of programs for the coming months:

- 9/23/15 1:00 pm CDT "Emergency Preparedness It's not just about life safety anymore..." a webinar
 presented by Doug Langley of Preparis. Doug will be discussing command and control, clear lines of decision
 making, leadership engagement, crisis communications, readiness for current threats active shooter, cyber
 security, etc..
- 10/7/15 8:00 10:00 am MDT World Workplace Networking and Council Breakfast in Denver Colorado (If you have not already done so, it's not too late to sign up to attend!)
- 10/27/15 1:00 pm CDT "Using Technology as an Enabler" a council roundtable to discuss how Technology is being used as an Enabler in our firms to improve real estate bottom line, improve service (conference room scheduling, CAFM/CMMS), improving inventory management, tracking productivity of your outsource providers, use of "Smart Building" technology for lighting HVAC, etc... This will be an open roundtable for us to share ideas and learn from each other's successes!
- 11/10/15 1:00 pm CDT Annual LIC Council Member Update Call

We are starting an SFP study group program to facilitate helping some of our council members to obtain their SFP credential. This program will begin in October or early November. In our last 2 successful study groups (both CFM classes), we were able to facilitate 7 new CFM's. We are looking forward to having similar success with our SFP group. If you are interested and have not contacted me, please do so as soon as possible to make sure we have your name included on the list of possible participants.

Live and learn, Craig Oakman, CFM Programs and Education Chair

Upcoming LIC Webinar on Emergency Preparedness Wednesday, Sept. 22, 1PM – 2 PM CST

Presentation Overview "It's not just about life safety anymore"

For decades the focus for facility managers was on ensuring the life safety of everyone at the firm during an incident and then restoring the building to working condition as quickly as possible after it was over. As time passed some added plans to ensure that business operations could continue while restoration was in progress, but many of those plans were focused on moving to an alternate site. In today's world it's vital that an organization have robust life safety plans, actionable continuity plans, and effective technology recovery plans that enable response and recovery whether the incident involves the physical facilities, supporting technology, reputation, vendor failures, and/or information security issues. The Preparis approach is to ensure you have all those plans in place along with an incident management framework to ensure efficient execution when something happens to disrupt your business regardless of the underlying cause. In the session on September 23rd, we'll talk more about that approach and share ideas to help ensure you're ready to respond quickly and respond effectively no matter what scenario happens. <u>Click here to register</u>.



Presenter

Doug Langley | Senior Vice President – Business Continuity Solutions | Preparis

Senior business continuity, information technology, and governance professional with more than 30 years of experience as both an industry executive and consulting professional that ranges across multiple industry sectors, including law firms, financial services, IT, telecom, and information security. As a Preparis consultant, Mr. Langley has worked with a number of firms to implement and test life safety, incident management, business and supplier continuity, and technology recovery plans. Prior to joining Preparis, Mr. Langley led business continuity and incident management projects at organizations such as SunTrust Bank and AT&T / BellSouth Corporation.

2015 Legal Industry Council Newsletter Sponsors

When the opportunity presents itself, please support those who support the Council.

Gensler

Gensler is a global architecture, design, planning and consulting firm with a specialized law firm practice. They have been serving their clients as trusted advisors, combining localized expertise with global perspective, for over 30 years. www.gensler.com



Unbiased Support Services Analysts & Cost Recovery Experts

Mattern & Associates assists law firms in developing an unbiased strategic direction for their business processes while improving both the cost-effectiveness and the recovery of expenses for these services.

The consultancy provides the most comprehensive data for law firms to make informed decisions which best serve their overall, unique needs in business process outsourcing, offsite records storage and back office operations including mail, reprographics, fax, office supplies, printers, digital workflow and cost recovery strategies. For more information on Mattern & Associates, visit <u>www.matternassoc.com</u>, check out their blog, <u>www.matternoffact.com</u>, or follow them on Twitter <u>@MatternOfFact</u>.



Preparis helps firms easily develop and maintain actionable Business Continuity programs. Our leading technology and services are a cost-effective solution to keep your firm protected from an array of threats that put revenues, reputation and colleagues at risk. Preparis empowers your firm to assess and respond effectively to threats, ensuring operational resiliency, reducing loss of life and safeguarding reputation and shareholder value. <u>Preparis.com</u>



Founded in 1898, **W.B. Mason Company** has grown to be the largest privately owned and operated office supply company in the United States. By offering low prices, free delivery and local customer support, they are dedicated to building long-term strategic partnerships with their customers. Heather Vaughan Smith, Account Executive heather.smith@wbmason.com www.wbmason.com





Are you a Facility Manager that has the responsibility of overseeing the firm's dining service operations? If so, wouldn't it make sense to have a dining service expert resource at your fingertips? **Innovative Hospitality Solutions** is a full service foodservice management consulting firm dedicated to coaching facility managers in the finer points of outsourcing and managing foodservice relationships. We support facility managers, like you, in evaluating your current foodservice program, choosing the right operator, negotiating contracts and assisting in setting strategy for future requirements. In addition, our CrossCheck quality assurance and compliance program provides you guaranteed success for continuous improvement and satisfied partners. Call us today at 302-231-2333 for a free consultation or visit our website at <u>www.ihsimpact.com</u>.

About the LIC: The Legal Industry council shares information among FMs from law firms and legal departments in corporations, academic institutions and government agencies. Discussions center on topics such as space planning and utilization, creative office services, outsourcing, regulatory information, emerging technology and software solutions.