

# Learning The Ropes

**A Practical Skills & Ethics Workshop**  
for new admittees & lawyers entering private practice

November 14, 2018  
November 15, 2018  
November 16, 2018

This seminar qualifies for  
**15.25 MCLE Credits**  
(10.25 Practical Skills, 3 Introductory  
Access to Justice, and 2 Ethics  
Credits)

**YOU MAY REGISTER FOR THE FULL  
PROGRAM OR FOR ANY PORTION.  
ATTENDANCE AT THE FULL  
PROGRAM WILL SATISFY THE  
MCLE REQUIREMENTS FOR  
NEW ADMITTEES' FIRST  
REPORTING PERIOD.**

**Sponsored by the OSB Professional Liability Fund  
and the Oregon State Bar New Lawyers Division**

Oregon Convention Center  
Portland, Oregon

## Learning The Ropes REGISTRATION DEADLINE IS November 1, 2018

No refunds will be issued for cancellations  
after November 1, 2018.

*Space is limited – Register Early!*

Oregon Convention Center

Portland, Oregon

Your \$65 fee entitles you to attend the full program.

• November 14, 2018 – 8:30 a.m. - 3:55 p.m.

• November 15, 2018 – 8:30 a.m. - 4:45 p.m.

• November 16, 2018 – 8:30 a.m. - 11:45 a.m.

Lunch will be provided on November 14 and 15, 2018

and is included in the program price.

Attendance at the full program qualifies for 15.25 MCLE Credits (10.25 Practical

Skills Credits, 3 Introductory Access to Justice Credits, and 2 Ethics Credits.) You

may register for the full program or for any portion. Attendance at the full

program will satisfy the MCLE requirements for new

admittees' first reporting period.

### **DIRECTIONS AND PARKING**

For driving directions to the Oregon Convention Center, visit

[www.oregoncc.org](http://www.oregoncc.org) or call

503-235-7575.

There is a MAX station at the convention center.

On-site parking is available at the Oregon Convention Center.

The maximum daily rate to park is \$12.

Professional Liability Fund  
PO Box 231600  
Tigard, OR 97281

PRSRT STD  
U.S. POSTAGE  
PAID  
PORTLAND, OR  
PERMIT NO. 5300

# Learning The Ropes - Day 1

- Day 1 –** Wednesday, November 14, 2018  
*Day 1 qualifies for 5.75 MCLE Credits (4.75 Practical Skills Credits and 1 Ethics Credit).*
- 8:00 – 8:30** Registration/Check-In – Oregon Convention Center  
777 NE Martin Luther King Jr. Blvd, Portland – 503-235-7575
- 8:30 – 9:30** **Developing a Successful Practice and Avoiding Legal Malpractice/PLF Coverage Overview**  
Learn how to reduce your risk of being sued.  
Carol J. Bernick, *Professional Liability Fund Chief Executive Officer*  
Barbara S. Fishleder, *Professional Liability Fund Director of Personal and Practice Management Assistance/  
Oregon Attorney Assistance Program Executive Director*
- 9:30 – 10:00** **Who Ya Gonna Call?**  
What to do when you've made a mistake.  
Holli K. Houston, *Professional Liability Fund Claims Attorney*
- 10:00 – 10:15** Break
- 10:15 – 11:15** **Tips, Traps, and Tools for Successfully Navigating Negotiations and Professional Relationships**  
Jane E. Clark, *Jane Clark Legal PC*  
Arthur J. Kohn, PhD, *Portland State University Professor of Psychology,  
AK Learning Productions Chief Executive Officer*
- 11:15 – 12:15** **Data Security/Data Breach: What Every Lawyer Needs to Know to Protect Client Information**  
*(1 Ethics Credit)*  
Sheila M. Blackford, *Professional Liability Fund Practice Management Advisor*  
Hong Dao, *Professional Liability Fund Practice Management Advisor*
- 12:15 – 1:30** **Lunch/Meet the Judges (lunch is included in registration fee)**  
This luncheon gives you the unique opportunity to meet judges and ask questions.

## CHOOSE ONE OF EACH OF THESE CONCURRENT SESSIONS:

- |                    |  |           |                    |  |
|--------------------|--|-----------|--------------------|--|
| <b>1:30 – 2:15</b> | <b>Tort Litigation</b><br>Jane Paulson<br><i>Paulson Coletti Trial Attorneys</i>                         | <b>OR</b> | <b>1:30 – 2:15</b> | <b>Estate Planning and Administration;<br/>Guardianships; and Conservatorships</b><br>Melissa F. Busley<br><i>Dunn Carney Allen Higgins &amp; Tongue LLP</i> |
| <b>2:15 – 2:20</b> | <b>Transition</b>  |           | <b>2:15 – 2:20</b> | <b>Transition</b>  |
| <b>2:20 – 3:05</b> | <b>Family Law</b><br>Nicole L. Deering<br><i>Schulte, Anderson, Downes, Aronson,<br/>and Bittner, PC</i> | <b>OR</b> | <b>2:20 – 3:05</b> | <b>Business Law/Business Transactions</b><br>Laura E.K. Warf<br><i>Davis Wright Tremaine LLP</i><br>Chase N. Morinaka<br><i>Morinaka Schworm LLC</i>         |
| <b>3:05 – 3:10</b> | <b>Transition</b>  |           | <b>3:05 – 3:10</b> | <b>Transition</b>  |
| <b>3:10 – 3:55</b> | <b>Civil Motion Practice</b><br>Lindsey H. Hughes<br><i>Keating Jones Hughes PC</i>                      | <b>OR</b> | <b>3:10 – 3:55</b> | <b>Criminal Law</b><br>Amy M. Baggio<br><i>Baggio Law</i>  |

# Learning The Ropes - Day 2

**Day 2 –** Thursday, November 15, 2018  
*Day 2 qualifies for 6.5 MCLE Credits (4 Practical Skills Credits, 1 Ethics Credit, and 1.5 Introductory Access to Justice Credits).*

8:00 – 8:30 Registration/Check-In – Oregon Convention Center  
777 NE Martin Luther King Jr. Blvd, Portland – 503-235-7575

8:30 – 10:00 **The Fundamentals of Practice Management** (1.5 Practical Skills Credits)  
Topics include trust accounting, conflicts, technology, office systems, and pitfalls to be aware of.  
Sheila M. Blackford, Hong Dao, Rachel M. Edwards, and Lee Wachocki  
*Professional Liability Fund Practice Management Advisors*

10:00 – 10:15 Break

## CHOOSE ONE OF TWO TRACKS:

### Creating a Firm

10:15 – 11:15 Opening a Law Practice: Planning, Setup, and Systems  
Rachel M. Edwards, *Professional Liability Fund Practice Management Advisor*

11:15 – 12:15 “If I Only Knew” – Practice Tips and Advice from Practitioners  
Picking a location, practice area, practice arrangement; and getting and keeping clients  
Elizabeth Inayoshi  
*Law Office of EJ Inayoshi*  
Michael G. Romano  
*Romano Law PC*  
Maria Zlateva  
*Attorney at Law*  
Lee Wachocki, moderator,  
*Professional Liability Fund Practice Management Advisor*

OR

### Joining a Firm

10:15 – 11:45 Success Tips For Lawyers Joining Firms (Part I)  
Jesse Calm, Partner,  
*McEwen Gisvold LLP*  
Vamshi Reddy, Counsel,  
*Lane Powell*  
Duke Tufty, Partner,  
*Northwest Alcohol Law LLC*  
Traci Ray, moderator  
*Executive Director, Barran Liebman LLP*

11:45 – 12:15 Success Tips For Lawyers Joining Firms (Part II)  
Garrett Garfield, Partner,  
*Holland & Knight LLP*  
Karen A. Neri  
*OAAP Attorney Counselor*

12:15 – 1:30 **Networking Luncheon** (lunch is included in registration fee)  
Practitioners and Bar leaders will be joining you for roundtable discussions about practicing in various areas of the law.

1:30 – 2:30 **Employment Law and Conscientious Communication** (.5 Introductory Access to Justice Credit and .5 Practical Skills Credit)  
Even if you don't advise clients in this area of law, you are an employer or an employee. Employment law is crucial to understanding your rights and responsibilities. It also offers great insight into how to improve communication with your colleagues and clients.  
Clarence M. Belnavis, *Fisher & Phillips, LLP*

2:30 – 2:45 Break

2:45 – 3:45 **Recognizing and Representing Clients with Mental Health Impairments** (1 Introductory Access to Justice Credit)  
Shari R. Gregory, LCSW, JD, *Oregon Attorney Assistance Program Assistant Director/Attorney Counselor*  
Douglas S. Querin, JD, LPC, CADC I, *Oregon Attorney Assistance Program Attorney Counselor*  
Bryan R. Welch, JD, CADC I, *Oregon Attorney Assistance Program Attorney Counselor*

3:45 – 4:45 **Practice Tips for Avoiding Ethics Traps** (1 Ethics Credit)  
Stacy Owen, *Oregon State Bar Assistant Disciplinary Counsel*  
Mark Johnson Roberts, *Oregon State Bar Deputy General Counsel*

# Learning The Ropes - Day 3

- Day 3 –** Friday, November 16, 2018  
*Day 3 qualifies for 3 MCLE Credits (1.5 Practical Skills Credits and 1.5 Introductory Access to Justice Credits).*
- 8:00 – 8:30** Registration/Check-In – Oregon Convention Center  
777 NE Martin Luther King Jr. Blvd, Portland – 503-235-7575
- 8:30 – 9:30** Going to Court  
Successful courtroom protocol and procedures.  
The Honorable Edward J. Jones, *Metropolitan Public Defenders, Inc.*  
The Honorable Bronson D. James, *Oregon Court of Appeals*
- 9:30 – 10:00** Alternative Dispute Resolution – Mandated and Voluntary  
Court-mandated arbitration/mediation and other alternative dispute resolution options.  
Xin Xu, *The Law Office of Xin Xu*
- 10:00 – 10:15** Break
- 10:15 – 11:45** Bridging the Disability Gap – Making Your Practice and Workplace More Accessible: Improving Your Communication with Clients and Colleagues *(1.5 Introductory Access to Justice Credits)*  
A discussion of the applicable laws, how to create an accessible office and office atmosphere, and tips for successfully working with a wide range of people's needs.  
Donald Dartt, *Attorney at Law, social security, personal injury, small business disputes*  
Yesenia Gutierrez, JD, *Portland State University, Director of Affirmative Action and Equal Opportunity Deputy Title IX Coordinator; board member, Disability Rights Oregon*  
Gabrielle Richards, *Martin & Richards LLP, estate planning, guardianships, litigation*  
The Honorable Gregory F. Silver, *Multnomah County Circuit Court Judge*  
Miranda Summer, *Summer Family Law LLC*  
Barbara S. Fishleder, moderator, *PLF Director of Personal and Practice Management Assistance*

## REGISTRATION FOR

### Learning The Ropes

SPONSORED BY THE OREGON STATE BAR PROFESSIONAL LIABILITY FUND  
AND THE OREGON STATE BAR NEW LAWYERS DIVISION  
*Oregon Convention Center, Portland, Oregon*

Your \$65 registration fee entitles you to attend the full program. **Register and pay online at [www.osbplf.org](http://www.osbplf.org) by following these steps:** If you have a bar number and password for the OSB website, log in at <https://www.osbplf.org/home/login.html>. Once logged in, select CLE > Upcoming CLE. If you do not have a bar number and password for the OSB website, log in at <https://www.osbplf.org/home/non-member-login.html> with the username: lawstudent and password: lawstudent1 (both are lowercase, no spaces).

Or, return this registration form and a \$65 check made payable to the PLF to: Professional Liability Fund, P.O. Box 231600, Tigard, Oregon 97281-1600, Attn: DeAnna Z. Shields.

Lunch is included on November 14 and November 15. For information about accommodations for persons with disabilities, please call DeAnna Z. Shields at 503-639-6911 or 1-800-452-1639.

Please indicate which days you plan to attend:

- November 14, 2018 – 8:30 a.m. - 3:55 p.m.
- November 15, 2018 – 8:30 a.m. - 4:45 p.m.
- November 16, 2018 – 8:30 a.m. - 1:45 a.m.
- I would like vegan lunches. (PLEASE NOTE: the vegan lunch is also gluten free.)

Name: \_\_\_\_\_ Bar No.: \_\_\_\_\_

Firm Name: \_\_\_\_\_ Phone No.: \_\_\_\_\_

Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

Email: \_\_\_\_\_

- Check here if you would like a hard copy of the materials. Materials will be available to download.

Areas of law you are most interested in for roundtable luncheon on November 15.  
*Please indicate your first choice (#1) and second choice (#2) on the following list:*

\_\_\_\_ Appeals \_\_\_\_\_ Criminal Law \_\_\_\_\_ Estate Planning \_\_\_\_\_ Litigation  
\_\_\_\_ Business Litigation \_\_\_\_\_ Elder Law \_\_\_\_\_ Family Law \_\_\_\_\_ Real Estate  
\_\_\_\_ Business Transactions \_\_\_\_\_ Employment Law \_\_\_\_\_ Immigration

**REGISTRATION DEADLINE – November 1, 2018**  
**Space Is Limited – Register Early!**

**(No refunds will be issued for cancellations after November 1, 2018.)**