



Legal Service Management

Driving Value in Inside/Outside Counsel Relationships

SAMPLE AGENDA

DAY 1					
DAY ONE		LEAD FACULTY			
8:30 – 9:00 AM	Registration & Continental Breakfast				
	Room A				
9:00 – 10:00 AM	WELCOME, INTRODUCTIONS AND WORKSHOP	Catherine J. Moynihan, ACC			
	OVERVIEW				
	Current State/Future State	Bill Garcia, Eagle Key Consulting			
	Room A	Rob Lipstein, Crowell & Moring			
10:00 – 10:15 AM	DEMONSTRATION: Neota Logic	Neota Logic			
	Room A	Heota Logie			
10:15 – 10:25 AM	BREAK				
10:25 – 5:30 PM	PROCESS & PROJECT MANAGEMENT	Lisa Damon, Seyfarth Shaw			
	Instruction and Exercises	Ken Grady			
	Room A	Nancy Jessen, Huron Consulting			
10:25 – 10:45 AM	Introduction: Driving Business Outcomes in the				
	Legal Department				
10:45 - 11:50 AM	Process Improvement, Root Cause Analysis				
	Exercise: Legal Fees				
11:50 – 12:10 PM	Disaggregation, Staffing Models & Efficiency				
	TABLE SWITCH!				
12:10 – 12:45 PM	LUNCH				
	Room A				
12:45 – 1:05 PM	The Nifty Tech Acquisition				
1:05 – 2:15 PM	PROJECT MANAGEMENT	Lisa Damon, Seyfarth Shaw			
	Exercise: Project Charter, Prelim Budget, Report-	Ken Grady			
	out	Nancy Jessen, Huron Consulting			
2:15 – 2:30 PM	BREAK – Drop-in Demonstrations:				
	Neota & PLC Resources				
2:30 – 3:50 PM	PROCESS MAPPING				
	Exercise: Process Mapping the Nifty Tech				
	Acquisition, RACI				
	Instruction: Resource Planning - RACI				
3:50 – 4:00 PM	BREAK – Drop-in Demonstration:				
	Neota Logic & PLC Resources				
4:00 – 4:45 PM	Completing the Nifty Tech Acquisition				
	Exercise: Project Plan				

ACC's 2014 Legal Service Management Sample Agenda

DAY 1				
DAY ONE		LEAD FACULTY		
4:45 – 5:15 PM	Report-outs, Lessons Learned & Discussion			
5:30 - 6:30 PM	RECEPTION			
	Room B			

DAY 2			
DAY TWO			LEAD FACULTY
8:00 – 8:30 AM	Continental Breakfast & Faculty Office Hours		
	Room A		
8:30 – 2:00 PM	VALUE-BASED FEE STRUCTURES		
	Instruction and Business Case Exercises		
	Room A		
8:30 – 9:30 AM	Instruction		Rob Lipstein, Crowell & Moring
9:30 – 9:45 AM	DEMONSTRATION: PLC Resources		PRACTICAL LAW COMPANY®
	Room A	1	•••
9:45 – 10:45 AM	Litigation Exercise 1	Thorny One-Off Problem	Patrick Lamb, Valorem Law Group
	Room A		
	Corporate Exercise 1	The Basic Asset Acquisition	Rob Lipstein, Crowell & Moring
	Room B		
10:45 – 11:45 PM	Litigation Exercise 2	Portfolio Pricing &	Patrick Lamb, Valorem Law Group
	Room A	Negotiating Fee Terms	
	Corporate Exercise 2	Negotiating &	Rob Lipstein, Crowell & Moring
	Room B	Documenting the Value	
		Fee Terms	
11:45 – 12:30 PM	LUNCH		
	Room A		
12:30 – 1:30 PM	VALUE-BASED FEE STRUCTURES		
	More Business Case Exercises, Law Firm		
	Compensation Models		
12:30 – 1:30 PM	Group Exercise 3	Brave New World	Bill Garcia, Eagle Key Consulting
	Room A	(25% Budget Reduction)	
1:30 – 2:00 PM	HOW TO GET IT DONE – Practical Solutions to		Bill Garcia, Eagle Key Consulting
	Real-Life Problems Room A WORKSHOP CONCLUDES		Rob Lipstein, Crowell & Moring