



SMALL FIRMS AND SOLO PRACTITIONERS CONFERENCE

FRIDAY, MARCH 29, 2019

DOVER DOWNS HOTEL & CASINO, DOVER, DE

5.7 hours CLE Credit including 2.5 hours of Enhanced Ethics Credit for Delaware Attorneys

5.5 Hours of CLE credit including 2.5 hours of Enhanced Ethics Credits for Pennsylvania attorneys

Presented by The Law Office Management Assistance Program and
The Small Firms and Solo Practitioners Section of the Delaware State Bar Association



SMALL FIRMS AND SOLO PRACTITIONERS CONFERENCE

FRIDAY, MARCH 29, 2019 | DOVER DOWNS HOTEL & CASINO

Moderator

Melissa M. Green, Esquire
Linarducci & Butler, P.A.

Program

8:15 a.m.

Shuttle arrives from Wilmington

Sponsored by The Administrative Office of the Courts

8:30 a.m. – 9:00 a.m.

Registration Check-in and Continental Breakfast and Vendor Visit

Diamond 1 Ballroom

Sponsored by

Delaware State Bar Insurance Services

9:00 a.m. – 9:05 a.m.

Welcome

Diamond 2 Ballroom

David J. Ferry Jr., Esquire

President, Delaware State Bar Association

9:05 a.m. - 9:15 a.m.

Opening Remarks

Melissa M. Green, Esquire

Linarducci & Butler, P.A.

Chair, Small Firms and Solo Practitioners Section

9:15 a.m. – 10:15 a.m.

Legal Ethics and Social Media and Marketing for Small Firms

In this workshop, you will learn how to uphold legal ethical standards while achieving a “wow” factor in your marketing initiatives, including social media. Topics include compliance considerations, content curation, and practical techniques for humanizing your brand. By the end of this workshop, you will walk away with ideas you can use immediately for marketing your small firm.

Kyle Evans Gay, Esquire

Connolly Gallagher LLP

Brooke Miles

President, Delaware ShoutOut

10:15 a.m. – 10:30 a.m.

Break and Vendor Visit

Diamond 1 Ballroom

Sponsored by

Stat International Business Office Solutions

10:30 a.m. - 11:30 a.m.

Staffing – Keeping Things Productive & Legal

Diamond 2 Ballroom

Attendees of this presentation will learn about the various compliance risks encountered during the talent acquisition process in adding staff to their firm, and how to mitigate them. With a deeper dive into the practical requirements and responsibilities associated with adding staff to your firm, attendees will hear practical strategies and practices to maximize the effectiveness of their hiring initiatives. Finally, attendees will explore the full employee life cycle and receive guidance on effective management to produce a productive workforce to support continued firm success.

Warren S. Cook

President & CEO

SymbianceHR

11:30 a.m. – 12:30 p.m.

FastCase Member Benefits Presentation

12:30 p.m. – 1:30 p.m.

Lunch (provided) and Vendor Visit

Diamond 1 Ballroom

PROGRAM CONTINUED ON NEXT PAGE



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Program

PROGRAM CONTINUED FROM PREVIOUS PAGE

1:30 p.m. – 2:15 p.m.

Complaints, Malpractice and Ethics

Panelists will discuss legal malpractice claims and disciplinary complaints made by dissatisfied clients against their lawyers. Steve Taylor of the Delaware State Bar Insurance Service will discuss claims-made policies, provide examples of frequently litigated legal malpractice issues, and discuss the services and resources available to attorneys through DSBIS. Charles Slanina, Esquire of Finger & Slanina, LLC and Kathleen Vavala, Esquire of the Office of Disciplinary Counsel will discuss common client-generated disciplinary complaints and how to avoid and successfully defend them, including mishandling client funds, deficient fee agreements, duties to third parties and fee disputes.

Dennis L. Schrader, Esquire
Morris James LLP

Charles Slanina, Esquire
Finger & Slanina, LLC

Kathleen M. Vavala, Esquire
Office of Disciplinary Counsel

Steve Taylor, Vice President
Delaware State Bar Insurance Services, Inc.

2:15 p.m. – 3:00 p.m.

Billing Models and Alternative Fee Arrangements for Small Firms

Flat fees make clients happy, hourly fees are all about attorney discipline and contingent fees are like a trip to the casino – all have their place – let's talk! Learn about three billing methods, (list them) and discuss some billing "pitfalls" that even clever attorneys make. If time permits, join a discussion of the three party relationship involved with defense work, the responsibilities unique to representing clients when retained by a third entity, and the duties to make that three part relationship clear to the Defendant/Client.

Brian Thomas McNelis, Esquire
Young & McNelis

Jennifer M. Mensinger, Esquire
Poole, Mensinger, Cutrona & Ellsworth-Aults

Denise Del Giorno Nordheimer, Esquire
The Law Offices of Denise D. Nordheimer, Esquire, LLC

3:00 p.m. – 3:15 p.m.

Break and Vendor Visit

Diamond 1 Ballroom

Sponsored by Parcels, Inc.

3:15 p.m. – 4:00 p.m.

Practicing While Maintaining Work Life Balance

Diamond 2 Ballroom

In any other business there would be multiple employees to do what is expected of any small firm or solo attorney – sales and service! How to keep your eye on your "long game" is the key to work-life balance. We will give you some tips on how we are managing this juggling act.

Jennifer M. Mensinger, Esquire

Poole, Mensinger, Cutrona & Ellsworth-Aults

Denise Del Giorno Nordheimer, Esquire

The Law Offices of Denise D. Nordheimer, Esquire, LLC

4:00 p.m. – 4:15 p.m.

Closing Remarks

Robert M. Kleiner, Esquire

Kleiner & Kleiner LLC

4:15 p.m. – 5:30 p.m.

Social Gathering for Attendees

Diamond 1 Ballroom

Sponsored by Thomson Reuters

5:30 p.m.

Return Shuttle to Wilmington

Sponsored by The Administrative Office of the Court



YOU DON'T NEED TO FLY SOLO!



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FRIDAY, MARCH 29, 2019 | DOVER DOWNS HOTEL & CASINO

Thank you to our 2019 Sponsors and Exhibitors!

See page 4 for a detailed list of sponsors and exhibitors.

Accommodations

Dover Downs Hotel & Casino®
1131 N Dupont Hwy
Dover, DE

Reservation Phone # 1-800-711-5882

Group Code = GBAR19

Rate = \$99 plus 8% tax and \$10 hotel accommodation fees

Group Rate Reservation Cut-Off Date March 14, 2019

RESERVATIONS TO BE MADE DIRECTLY WITH THE HOTEL NOT THROUGH DSBA.

Shuttle Information

Complimentary Shuttle Bus Available
to Attendees From Wilmington

Schedule:

7:00 a.m.: Pick-up at Chase Center on the Riverfront
Parking Lot, 815 Justison St, Wilmington, DE 19801

8:15 a.m.: Arrive at Dover Downs Hotel & Casino,
1131 N Dupont Hwy, Dover, DE

5:30 p.m.: Depart Dover Downs for drop-off at Chase Center

THREE WAYS TO REGISTER:

- NEW! Register online at www.dsba.org/cle. Log in and select Live Seminars (DSBA members only). (You may register online for the seminar, but please call to reserve your spot on the shuttle.)
- Fax this completed form with credit card information to (302) 658-5212
- Mail this completed form with check or credit card information to:
Delaware State Bar Association, 405 N. King St., Suite 100, Wilmington, DE 19801

REGISTER ONLINE

SMALL FIRMS AND SOLO PRACTITIONERS CONFERENCE | FRIDAY, MARCH 29, 2019

Please return by Friday, March 22, 2019 • DSB03292019SMALL

LOCATION: Dover Downs Hotel & Casino, Dover, DE

SHUTTLE: Pick-up at Chase Center on the Riverfront in Wilmington Departing Shuttle from Dover Downs in Dover

SELECT REGISTRATION TYPE:

All rates include the CLE Seminar and Material Download

\$215.00 Members and Staff Registering On or Before 3/22/19 \$235.00 Members and Staff Registering After 3/22/19

\$335.00 Non-Members

PA Credit – Add \$15.00 PA ID No. _____

Name: _____ DE ID No.: _____

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Check/Charge in the amount of \$ _____ enclosed. Please make checks payable to DSBA.

MasterCard Visa Amex Discover Exp. Date: _____ CVV: _____ Card No.: _____

Signature: _____ (Required if card purchase) Billing Zip Code: _____

General Information

Return registration form to Delaware State Bar Association, 405 N. King St., Suite 100, Wilmington, Delaware 19801, or by fax to (302) 658-5212. A confirmation will be emailed to the registrant. Please keep a copy of this form as your receipt. **CANCELLATION POLICY:** Registrants may receive a full refund less a \$25 cancellation fee for live seminars, if request is made in writing and received no later than one week prior to the seminar. PA CLE Credit will be reported according to the PA CLE Board rules: www.pacle.org. Unpaid registrants who fail to attend are responsible for the full cost of the live seminar. A registration for a live seminar may be transferred to another attorney. Call DSBA at (302) 658-5279 for more information. Visit www.dsba.org for all seminar policies.

For Office Use Only



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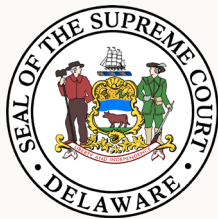
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Thank you to our 2019 Sponsors and Exhibitors!

Make the most of your time at the Small Firms and Solo Practitioners Conference by visiting these important resources for your firm. Exhibitors will be available in the Diamond 1 Ballroom.

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Administrative Office of the Courts



Breakfast Sponsor

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the Delaware State Bar Association*

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