
ALA-Indiana Newsletter

May & June 2024



Message from the President!

Hello Friends,

On March 13, 1974, The Indiana Chapter was “chartered”. For 50 years Administrators and other Management roles have worked hard to grant us access to solutions for the most critical strategic and operational challenges we face today while preparing you for the opportunities and challenges of tomorrow. ALA continues to innovate and find various ways to keep members connected both virtually and in-person. 50 years is a long time for a group to survive especially in these operationally challenging times.

Happy 50th Anniversary ALA-Indiana Chapter!

The Board and I have noticed a decline in member attendance at in-person meetings and events, and we would like to receive feedback on ways to bring you back. Please email me at lgbecker@kopkalaw.com and let me hear your voice.

Tri-State (Ohio, Indiana and Kentucky) Chapters are excited to host our members here in Indy on June 6 and June 7th. The deadline to submit your registration was April 22, but we hope to see you there!!!

Lisa Becker

In this newsletter
you can expect:

What's
Happening!

Embracing the
Cloud
-afinity

Chapter
Highlights

National
Highlights

Diversity
Discussion

A Quiz
-GRM

Celebrating 50
Years!



...to our newest Member(s)

Please join the Board in welcoming our newest Member(s)!

Cristy Heisey | Kroger Gardis & Regas



2023 Tri-State Attendees

Tri-State Education Retreat

The Board is excited to host the 2024 Tri-State Education Retreat this year. Members from Greater Cincinnati, Indiana and Kentucky will come together with our Business Partners for a 2-day retreat at the historic Bottleworks Hotel.

We look forward to seeing you on June 6th and 7th!



Member Spotlight

Linda Wethington
Director of Administration
Cohen & Malad, LLP | Indianapolis, IN

Linda Wethington works for Cohen & Malad, LLP in Indianapolis, Indiana. She has been with Cohen & Malad, LLP for 4 months and is the firm's Director of Administration. Linda has her MBA and has been in medical management for more than 20 years where she spent many years managing multiple aspects of medical clinics working closely with physicians and clinical staff ensuring patients were receiving excellent care while maintaining a strong financial outlook. While she loved the medical industry, it was time for a career change!

Linda joined the ALA because there is so much to learn about the legal industry. The daily digests have been super helpful in identifying resources to assist with some of the challenges her firm is facing. Prior to Linda joining the firm, they were in the process of identifying a new vendor to change their case management and accounting systems. Linda jumped right in to continue this journey and hopeful a successful migration in the new future. Linda has met a few folks from the local Indiana chapter and is looking forward to meeting others at the ALA conference.

Linda is married to her very supportive husband Mike. Together they have 4 children ranging in age from 22 to 11, along with 3 dogs. Life is never dull or boring! They love to travel to warm sunny places with lovely beaches and can often be found in Mexico in January. When Linda is not busy at the firm or traveling, she loves all things outdoors including Indiana lake life, gardening and landscaping.

Embracing the Cloud: Elevating Your Law Firm's Efficiency and Security

In today's rapidly evolving legal landscape, law firms must constantly adapt to new technologies to remain competitive and efficient. One such transformation that has gained momentum is the migration to cloud-based solutions, particularly cloud-hosted desktops. If you're a managing partner or firm administrator looking to optimize your firm's operations, it's time to consider the benefits of transitioning to the cloud through a trusted managed service provider (MSP) with more than three decades of specialized experience in serving law firms.

As the legal world becomes increasingly digitized, the need for secure, flexible, and scalable technology solutions is more relevant than ever. Cloud-hosted desktops, managed by a reputable MSP exclusively serving law firms, offers several advantages that can offer your firm the next-gen advantages it needs to stay ahead of the competition. The 7 key benefits of moving to the cloud are below:

1

Unlocking Efficiency and Flexibility

Moving your law firm's hosted desktop to the cloud introduces a next-gen level of efficiency and flexibility. The cloud environment empowers attorneys and staff to access their work securely from anywhere, at any time, on any device with an internet connection. This means that court appearances, client meetings, or remote work scenarios no longer must impede productivity. With this newfound agility, your firm can respond promptly to client needs, collaborate seamlessly on cases, and manage time-sensitive documents without constraints. The convenience of accessing vital information while on the go is invaluable.

2

Data Security: A Non-negotiable Priority

Data security is at the heart of every law firm's operation. Trusting sensitive legal documents and client information to the cloud might raise concerns, but a reputable MSP with extensive experience in safeguarding law firm data can alleviate those fears. A provider exclusively dedicated to serving law firms brings a deep understanding of the unique security requirements and compliance standards that legal practices must adhere to. Such providers have mastered the art of robust encryption, multi-factor authentication, and stringent access controls, ensuring that only authorized personnel can access sensitive information. With over 35 years of experience in the industry, Afinety's track record becomes a testament to our commitment to maintaining the confidentiality, integrity, and availability of your firm's data.

3

Built-in Disaster Recovery and Business Continuity

One of the most compelling advantages of cloud-hosted desktops lies in their inherent disaster recovery capabilities. Traditional IT setups are vulnerable to hardware failures, natural disasters, and unforeseen disruptions, potentially jeopardizing critical client data. By migrating to the cloud, your law firm gains the peace of mind that comes with automated backups, redundancy, and rapid recovery mechanisms. In the event of an unexpected incident, your firm can swiftly resume operations without compromising client trust or missing crucial deadlines.

4

Savings and Scalability

Cloud adoption doesn't just bolster security and efficiency; it can also contribute to significant cost savings. Traditional IT infrastructures require substantial investments in hardware, maintenance, and personnel. Migrating to the cloud eliminates the need for these upfront expenditures, offering a pay-as-you-go model that aligns with your firm's needs and growth trajectory. It shifts the financial burden from capital expenses to predictable operational expenses, allowing you to allocate resources more strategically. Whether you're a small boutique firm or a large practice, cloud-hosted desktops can seamlessly scale up or down to accommodate your changing requirements. Additionally, with a specialized MSP, you can tap into their expertise without the overhead of hiring and training an in-house IT team.

5

Streamlined Compliance and Regulation

Legal practices are bound by strict industry regulations and ethical obligations when it comes to data handling. A trusted managed service provider that specializes in serving law firms understands these intricate compliance requirements. Their experience ensures that your firm's cloud infrastructure aligns with industry standards, enabling you to navigate audits and regulatory assessments with confidence.

6

Expert Support

When you partner with a managed service provider that has a proven track record of catering to law firms, you gain access to specialized support. These experts understand the unique challenges and needs of legal professionals, ensuring that your firm receives efficient and effective technical assistance whenever required.

7

Seize the Opportunity

The legal industry's evolution demands that law firms leverage cutting-edge technology without compromising the security of sensitive information. Transitioning your hosted desktop to the cloud offers a golden opportunity to elevate your firm's operations. By embracing the cloud, you're positioning your practice to operate efficiently, securely, and collaboratively while remaining focused on your core competency: providing exceptional legal services to your clients.

The cloud isn't just a trend; it's a strategic investment that will empower your law firm to thrive in the digital age. Your firm's efficiency, productivity, and reputation will benefit significantly as you leverage innovative technology that takes your legal practice into the future. As you embark on this transformative journey, remember that the right technology partner can make all the difference in ensuring a seamless transition and a successful digital future for your law firm.

One law firm understood first-hand how embracing the cloud would improve efficiencies and security. Read the full client story [here](#).

Chapter Highlights



Congratulations to the following members for reaching membership milestones:

Mary Coffey

Woodard Emhardt Moriarty
McNett & Henry (19)

Vicky Able

Amundsen Davis (18)

Caroline Bogard

Norris Choplin Schroeder (16)

Abigail DeCoursey

Betz + Blevins (16)



After 43 wonderful years at Kightlinger & Gray, Jenny Ellis has retired.

Jenny shared the following in an email to the members in April: *I want to express just how much ALA has meant to me. The people and the resources available have, without a doubt, made my job easier on countless occasions. Equally important to me is that my connections through ALA have broadened my horizons and provided treasured, enduring friendships.*



May 19 – 22, 2024

Annual Conference in
Aurora, Colorado

June 6 – 7

Tri-State Educational Retreat
Bottleworks Hotel | Indianapolis

July 10

Billing and Accounting Update

August 14

Diversity, Equity & Inclusion

September (Date TBD)

Annual Partner Event

National Highlights



ALA's Mental Health First Aid Certification Program is an interactive training course comprised of 2 hours of self-paced content (to be completed online independently prior to the live session) and one 6.5-hour instructor-led session over Zoom. The one-day training program will be offered on various Fridays. Due to the interactive nature of this course, there is a maximum of 30 participants per offering.

2024 summer course dates (CST):

Friday, May 10, 9 a.m.–3:30 p.m.

Friday, August 9, 9 a.m.–3:30 p.m.

Friday, August 16, 9 a.m.–3:30 p.m.

Friday, August 23, 9 a.m.–3:30 p.m.

[Register Here](#)

- Read the latest issue of [Legal Management](#). This monthly magazine may be found under Resources at www.alanet.org.
 - Interested in becoming a Certified Legal Manager (CLM)®? You can learn more [here](#).
 - Do you have questions about eDiscovery vendors, flexible staffing or hiring and retention? See what your peers have to say in the [Online Communities](#).
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DIVERSITY DISCUSSION



NAVIGATING DIVERSITY, EQUITY, AND INCLUSION: A Blueprint for Law Firms

Workplace **diversity**, **equity**, and **inclusion**, commonly abbreviated as **DEI**, encompass the establishment of policies and procedures that actively promote the representation and involvement of individuals from diverse backgrounds, including varying genders, races, ethnicities, religions, ages, sexual orientations, disabilities, and social classes.

Creating an **inclusive** workplace culture has been high on the agenda of many businesses in the last few years and the benefits around this are much publicized – from aiding employee recruitment, engagement, and retention, to innovation, strategic growth, and performance of the business more widely.

In the context of law firms, embracing **DEI** principles is not merely a moral imperative, but arguably a strategic necessity. The legal profession, like any other, benefits immensely from a **diverse** array of perspectives, experiences, and backgrounds. Ensuring representation and **inclusion** in law firms is paramount to building trust, credibility, and legitimacy within the broader community.

Law firms that prioritize **DEI** initiatives are better positioned to address the **diverse** needs of their clients, who themselves come from various walks of life. A **diverse** legal team enhances the capacity to understand and navigate the intricacies of complex legal issues, thereby promoting a more nuanced and comprehensive approach to problem-solving. Moreover, fostering an **inclusive** environment within law firms is essential for attracting and retaining top talent from all backgrounds, ensuring that the legal profession reflects the rich tapestry of the society it serves.

The benefits are clear – and widely acknowledged across the legal landscape, but does that necessarily translate into actionable and implementable practices?

Arguably not...or at least, not at the moment.

How Diverse Is the Legal Profession? Current State of Play

According to the [latest data published by the Solicitors Regulation Authority \(SRA\)](#) in the United Kingdom at least, there has been a slow but steady increase in **diversity** among all lawyers since the previous survey in 2021, although there is still some way to go with certain **diversity** groups and categories.

Ethnic lawyers constitute only 18% of the law firm lawyer population, and the disabled make up just 5%, in contrast to the 14% representation in the overall UK workforce. While there have been some advancements in the US, similar patterns have emerged; the National Association for Law Placement (NALP) citing that although 28% of law firm associates belong to minority groups, only 11.4% ascend to partner positions.

While the lack of **diversity** and equal opportunities remains a significant topic of discussion in the legal industry today, it is not a new challenge. In fact, calls for enhanced **diversity** date back to 2008. As awareness among legal professionals regarding the significance of working for firms that advocate **diversity** increases, coupled with a growing client demand for **Diversity, Equity, and Inclusion (DEI)**, the question looms: How will law firms choose to address this issue?

DEI – A Recap

Diversity, equity, and inclusion (DEI) is a term used to describe policies and programs that promote the representation and participation of different groups of individuals, including people of different ages, races and ethnicities, abilities and disabilities, genders, religions, cultures, and sexual orientation.

Its significance in achieving long-term corporate success cannot be understated, as it forms an integral part of the firm culture that employees will be reliant on to achieve optimal performance. A good way to understand its role in business is to consider the following analogy depicted by former Chief Diversity Officer at the University of Michigan, Robert Sellers:

- **Diversity** is where everyone is invited to the party,
- **Inclusion** means that everyone gets to contribute to the playlist,
- **Equity** means that everyone has the opportunity to dance.

This metaphor is an apt way of describing how **DEI** policies are to work in practice. [The CIPD confirms](#) that while U.K. legislation sets minimum standards overlaying disability, race, religion, sex, and sexual orientation, among others – an effective **DEI** strategy goes further than being legally compliant. **DEI** implementation is meant to unite the best interests of both employee and employer by supporting and promoting the wellbeing and engagement of the former, which in turn adds increased value to the latter.

Conclusion

The importance of **Diversity, Equity, and Inclusion (DEI)** in the workplace cannot be overstated in today's globalized and diverse workforce. A commitment to DEI not only aligns with ethical principles but also brings numerous benefits to organizations, including improved innovation, employee satisfaction, and overall business performance – as well as in the attraction and retention of top talent.

Diversity, Equity, and Inclusion are not just buzzwords or indeed an acronym to promote and mention on the company website. They are essential components of a thriving and forward-thinking legal firm who understands that they must actively embrace these principles to ensure a fair, just, and representative legal landscape more widely. By adopting **inclusive** practices, fostering **diverse** talent, and committing to continuous improvement, law firms can lead the way in promoting a more **inclusive** and **equitable** future for the legal profession in the United Kingdom.

Credit: Clayton Legal – Legal Recruitment Specialists

Our Business Partners

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GORDON FLESCH
COMPANY



RONNOCO
BEVERAGE SOLUTIONS



How about an interactive ad??? Everyone loves quizzes!

To answer these questions, first check out our blog post, [Digital Transformation: A Clearing in the Paper Jungle](https://www.grmdocumentmanagement.com/blog/digital-transformation-a-clearing-in-the-paper-jungle/) by clicking the link.

OR copy and paste: <https://www.grmdocumentmanagement.com/blog/digital-transformation-a-clearing-in-the-paper-jungle/>



Next, answer these questions:

1. Multiple Choice: What are some benefits of digitizing documents mentioned in the article?

- A) Increased paper usage
- B) Decreased productivity
- C) Streamlining data sources
- D) Slower customer experiences

2. True or False: Digital transformation involves converting physical documents into digital formats.

- A) True
- B) False

3. Multiple Choice: What are some strategies for creating value in management systems through digital transformation?

- A) Handwriting documents
- B) Scanning paper documents
- C) Avoiding digital platforms
- D) Ignoring essential processes like hiring and invoicing

4. Multiple Select: What are concerns addressed in the article regarding digitization? (Select all that apply)

- A) Return on Investment (ROI)
- B) Employee retraining
- C) Customer satisfaction
- D) Client response
- E) Increased efficiency

5. Multiple Choice: What is the concept of hybrid solutions mentioned in the article?

- A) Using only paper documents
- B) Using only digital documents
- C) Coexistence of both paper and digital documents
- D) Ignoring business needs

True or False: OCR stands for Optical Character Recognition, a process used in document digitization.

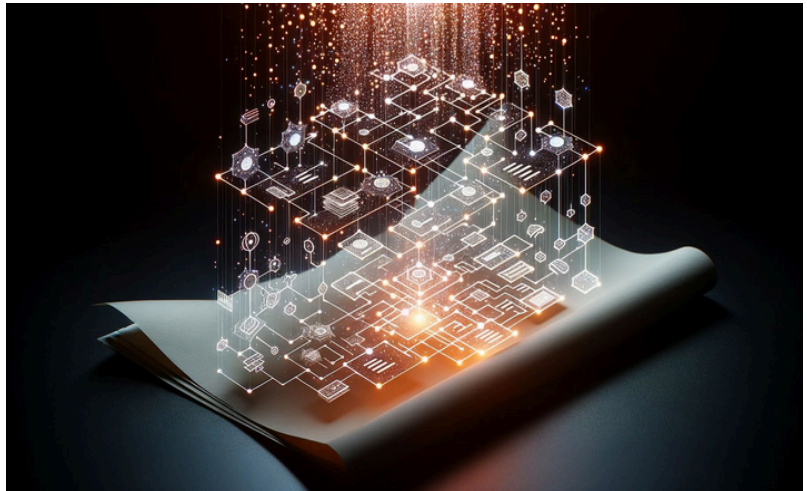
- A) True
- B) False

Multiple Choice: What services does GRM Information Management provide according to the article?

- A) Book digitization only
- B) Photo digitization only
- C) Comprehensive digitization services tailored to meet specific business requirements
- D) None of the above

Check your answers with the key at the bottom of this page. So? How well did you do? If you got them ALL right, give me a call! If you got them all wrong... give me a call!

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Celebrating



Years!

