



EDITOR'S NOTE

Vote! Yes, it's that time again — for you to tell us which vendors should receive our 2009 LTN Vendor Awards! Just visit www.lawtechnologynews.com and click on the LTN Awards tab to cast your ballot. (You will need your account number, from your mailing label. E-mail Kerry Kyle kkyle@alm.com or call her at 800-888-8300 if you have any problems finding the number.)

The online ballot is survey style, and will take just a few minutes to complete! The deadline to vote is November 15.

We are also accepting nominations for our juried LTN Awards, which honor law firms, law departments, and consultants. Categories include:

- IT Director of the Year
- IT Champion of the Year
- Consultant of the Year
- Lifetime Achievement Award
- Most Innovative Use of Technology in: a Law Firm, a Law Department, a Trial, and a Pro Bono Project.

This is the first time we will be presenting the LTN Lifetime Achievement Award, and I will be making the selection of that individual. Candidates must be 55 or older, and I welcome nominees. There are no restrictions — it can be a lawyer, a paralegal, a vendor, a CIO — anyone in our wonderful legal technology community is eligible.

As is our tradition, the remainder of the juried awards will be selected by three distinguished members of our LTN Editorial Advisory Board: Andrew Adkins III, of the University of Florida's Levin College of Law; Fredric Lederer, of the William & Mary School of Law; and David Whelan, of the Law Society of Upper Canada.

Deadline: November 13. Nomination forms are available at www.lawtechnologynews.com. (Again, click on the LTN Awards tab.)

Turning to the November issue, we're delighted to feature another article from prolific Judith Flournoy, the CIO of Loeb & Loeb, and former LTA Advisory Board. Flournoy is a frequent contributor, graciously sharing her firm's technology adventures — helping all of us develop "best practices" to better serve our constituents. Flournoy writes our cover story, "Raise Your Voice." She always does, and we are always the better for it.

Finally, with acute ambivalence I report the departure of our beloved assistant editor, Safia Maharaj. The good news: she has received a wonderful promotion and will be staying with ALM, working with our CEO Bill Pollak and his executive team. We are so very proud of Safia, and will miss her fiercely.

Continually,

Maria Bay

UP

FRONT

ARMA-geddon?

Process is everything when you are on a deadline.

My MacBook Pro died unceremoniously while I was at ARMA's annual meeting in Orlando, forcing me to rely on old-fashioned journalism tools to file my October 16th Law Technology News Daily Alert (tinyurl.com/LTNDASubscribe). As was the practice years ago when I was a cub reporter at San Francisco's *The Recorder*, I phoned it into the "copydesk" (a.k.a. Law.com's Sean Doherty) to make deadline. The subject of my alert was "Processing Departing Attorneys," a panel offered as part of the Legal Information Technology Conference (a subconference, co-sponsored by the International Legal Technology Association, within the ARMA records management event).

The panel featured Thomas Paradise, general counsel of Fox Rothschild, Mary Pat Poteet, director of litigation support for DLA Piper U.S., and moderator Charlene Wacenske, manager of firmwide records for Morrison & Foerster.

For two hours the panel discussed the challenges managers face when attorneys leave the firm (amicably or otherwise) — especially when departees demand to take client records with them. A key goal, they said, is to create protocols that help all involved provide an orderly transition of client files, whether files are going with the lawyer, staying at the firm, or given to the client. It also helps to have established procedures so everyone knows how voicemail, e-mail and snail mail will be handled, they said.

Another tip: Create a checklist, and in so doing, solicit ideas from all affected corners of the firm. Designate one person to maintain the list, and select a method to insure that all affected personnel receive timely notice of pending departures.

Paradise reminded everyone to "make sure your checklist mirrors your other policies." Checklists, he said, can also help the organization when dealing with litigation holds.

Wacenske said that MoFo has carried the checklist concept further — it has built a Sharepoint site to ensure effective exit workflow.

Finally, establish a SWAT team for sudden disabilities, deaths, or immediate terminations, the panel advised.

ARMA PODCAST

Next on my ARMA (arma.org) dance card was a conversation with Ray Davis and Steve Fulmer, of Inside the Records Room, who created a



dozen almost-live podcasts during the four-day conference, held at the World Center Marriott. You can listen to mine at tinyurl.com/LTNARMA. We discussed a wide range of topics, from e-discovery to social media. Warm thanks to ARMA's marketing team, especially Jeff Randolph and Ashley Flynn, for the invitation.

ALM & ARMA

Later, I also had a chance to talk with a few of the exhibit hall vendors, including folks from EMC, Autonomy, Wave Technologies, and DocuLex. It was a quick visit, but very educational, and I'm looking forward to next year's conference in San Francisco. ALM and ARMA are now partnering on shows, and I'm delighted, because this trip confirmed my instincts that we share a lot of technology constituents.

And there was good news when I limped back to our New York office, inspired but exhausted — and, of course, nursing a land-of-Disney cold (I do not like flying on planes full of small children with runny noses). It turns out I fried my logic board — but not my hard drive! So my MacBook Pro is off to the Apple hospital, but is expected to pull a Lazarus and rise from the dead. —M.B.