

### Upcoming CLE Seminars

#### Wednesday, May 16

How to Help Your Business Clients  
Avoid Employment Law Liability  
12:00 p.m. – 2:00 p.m., 2.0 credits  
RI Law Center, Cranston

#### Thursday, May 17

Social Host Liability in Rhode Island  
12:45 p.m. – 1:45 p.m., 1.0 credit  
RI Law Center, Cranston

*Also available as a live webcast!*

#### Tuesday, May 22

The Trust Planning Playbook:  
Understanding and Using Trusts in  
Estate Planning  
4:00 p.m. – 7:00 p.m.  
2.0 credits + 0.5 ethics  
RI Law Center, Cranston

*Also available as a live webcast!*

#### Thursday, May 31

The Attorney/Sports Agent  
3:00 p.m. – 5:00 p.m.  
1.5 credits + 0.5 ethics

*Also available as a live webcast!*

#### DATE/TIME/PLACE

Thursday, May 24, 2018  
4:00 p.m. – 7:00 p.m.  
Rhode Island Law Center  
41 Sharpe Drive, Cranston, RI 02920

#### TUITION

\$155.00 for attorneys admitted before January 1, 2013  
\$145.00 for attorneys admitted after January 1, 2013  
& Associate Members of RIBA  
\$250.00 Non-member

You may register by fax (401-421-2703) or online  
([www.ribar.com](http://www.ribar.com)) with a credit card or by mail with check or  
credit card. Payment must accompany registration. You will  
receive an email confirmation of your registration.

#### WALK-IN REGISTRATION

Pre-registration is strongly recommended. Materials for walk-  
in registration will be available in limited supply. If you have  
not pre-registered, please call before the seminar to confirm  
that there have been no schedule changes and seats are still  
available. Call 401.421.5740.

#### CANCELLATION POLICY

A full refund less a \$10.00 administrative fee will be given  
to registrants whose cancellations are received by 12:00 noon  
two days before the seminar. There will be no refunds for  
no shows, but the program materials will be shipped after  
the program or a substitute may attend for someone unable  
to do so.

#### SPECIAL ACCOMMODATION/ MORE INFORMATION

Please indicate on the registration form any special  
accommodation you may require or call the CLE office  
at 401.421.5740. For more information you may contact  
the CLE Office at the Rhode Island Bar Association  
401.421.5740, fax 401.421.2703.



## Creating a Better Law Office: Best Practices for a New Practice

Thursday, May 24, 2018

4:00 p.m. – 7:00 p.m.

Rhode Island Law Center, Cranston

Subject to Supreme Court Rule IV 3 this course  
has been approved by the MCLE Commission for  
3.0 RICLE credits



Times and dates subject to change.  
For updated information go to [www.ribar.com](http://www.ribar.com)



# Registration Form

Please complete a separate form for each registrant.  
Please print. (Please do not staple checks)

New Practice 5/24/18

NAME \_\_\_\_\_

FIRM/ORGANIZATION \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY/STATE \_\_\_\_\_ ZIP \_\_\_\_\_

TELEPHONE \_\_\_\_\_ BAR ID# \_\_\_\_\_

DATE ADMITTED TO PRACTICE \_\_\_\_\_

EMAIL \_\_\_\_\_

*(You will receive an email confirmation of your registration)*

### TUITION

Admitted to the Bar BEFORE January 1, 2013: \$155.00 \_\_\_\_\_

Admitted to the Bar AFTER January 1, 2013 &

Associate Members of RIBA: \$145.00 \_\_\_\_\_

Non Members: \$250.00 \_\_\_\_\_

**TOTAL** \_\_\_\_\_

Enclosed is my check for \_\_\_\_\_

payable to the Rhode Island Bar Association/CLE

AMX  M/C  Visa  Discover Exp. Date

\_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Mail to:  
CLE Seminar  
Rhode Island Bar Association  
41 Sharpe Drive  
Cranston, Rhode Island 02920  
Or fax to 401-421-2703 Or register at [www.ribar.com](http://www.ribar.com)

This program will provide critical information to get a running start on the client development and operational challenges of opening and managing a legal practice. The presenters will walk the attendees through the most practical, implementable steps to consider to not only get their law office started quickly and efficiently, but to build the foundation for success over the long-term, and reduce risk caused by failures in law firm management, finance, and technology. The course objectives will also help those who have recently started a practice but have identified the need to improve in mission critical areas of practice development and firm management.

The presenters bring years of experience consulting with and working in law firms. Rodney Dowell has founded two law firms, started and was the Director of the Massachusetts Law Office Management Assistance Program, and founded LMI, LLC, which consults with law firms preparing for long-term success. Stephanie Hood has been working in laws firms for over 20 years in the capacity of overseeing and developing the business and finance functions and is currently the Executive Director of Hemenway & Barnes LLP out of Boston, MA. Joe Grimes was the owner of a Managed Services Company and has been consulting and advising clients about their technology needs for over 30 years. Joe is currently the Branch Manager for the RI office of Onepath the second largest Managed Services Provider in the country.

## Speakers

**Rodney Dowell, JD**

*Law Management Innovation, LLC*

**Joseph Grimes**

*Onepath, LLC*

**Stephanie Hood**

*Hemenway & Barnes, LLP*

