DC BAR PRACTICE MANAGEMENT ADVISORY SERVICE

Practice 360° Newsletter

Help us to better understand and respond to your needs by taking our *COVID-19 Law Firm Impact Survey*. Click Here.

Calendar

Networking

Join us for Networking on Zoom following each Lunch and Learn session.

(See schedule on the right.)

COVID-19 Resources

Coping During COVID-19: You Are Not Alone (D.C. Bar, Lawyer Assistance Program)

COVID-19 and Well-Being (D.C. Bar, Lawyer Assistance Program)

Well-Being Tips for Working at Home (D.C. Bar, Lawyer Assistance Program)

Bracing for the Unexpected: Disaster Preparedness for Lawyers (D.C. Bar, Practice Management Advisory Service)

Successful Small Firm Practice Course

The Successful Small Firm Practice Course began September 14 with eight Monday sessions (12-2 p.m.) and on October 3 with two all-day Saturday sessions. Sessions will be presented on Zoom. The Course is all about starting, growing and managing a law firm and differs from Basic Training in that it explores many topics in-depth with attendees creating work product for evaluation during the sessions.

Rochelle D. Washington leads the final two Monday sessions, Noon-2 p.m., on November 2 & 9.

Daniel M. Mills leads the final Saturday session, 8:30 a.m. - 4:30 p.m., on November 7.

Register by sending an email to smallfirmcourse@dcbar.org and indicating whether you will be attending the Monday or Saturday sessions. The Course is free for D.C. Bar members and their law firm staff.

Lunch and Learn

Due to the pandemic, key Bar services, including PMAS programs, are currently only available online via videoconference.

Quick Start Guide to Launching a Firm During the Pandemic (D.C. Bar, Practice Management Advisory Service)

New Law Firm Quick Start Technology Guide (D.C. Bar, Practice Management Advisory Service)

Working Remotely During the Pandemic: A Guide to Bar Member Benefits (D.C. Bar, Practice Management Advisory Service)

Legal Ethics in the Age of Coronavirus (D.C. Bar, Legal Ethics Program)

Link to other D.C. Bar Covid-19 Resources

PMAS Events

November

November 2 and 9 – Monday sessions of the *Successful Small Firm Practice Course* (Days 7 and 8 of 8)
November 4 – Day 1 of Basic Training & Beyond
November 7 – Saturday session of the *Successful Small Firm Practice Course (Day 2 of 2)*
November 18 – Day 2 of Basic Training & Beyond

Ethics

Here is new ethics guidance on **Acceptance of Crytocurrency as Payment for Legal Fees.** Legal Ethics Opinion 378

All Lunch and Learn programs begin at Noon.

Register for any or all at lunchandlearn@dcbar.org

November 5, 2020
An Introduction to Legal Research on the New Fastcase 7, presented by Erin Page of Fastcase.

Register

November 19, 2020
Windows 10 and Digital Forensics?, presented by Michael Maschke and Brandon Barnes of Sensei Enterprise, Inc.

Register

Read more at **Small Firm Lunch and Learn Series**

All programs begin at Noon. You may attend by Zoom video conference. Register for any or all here.

The *Lunch and Learn Series* is here. New programs are added regularly. Recordings and materials from recent programs are here. If you have an idea for a program, let us know at: lunchandlearn@dcbar.org.

And if you missed ***Affordable Tools, Tech, and Talent to Run a Small Law Firm Remotely*** *with Maddy Martin;* ***Overcoming the Crisis: How to Retool your Marketing to Stay Connected and Relevant*** *with Mary Ellen Hickman*; ***Running on Empty: Burnout in the Legal Profession*** with Niki Irish; ***Clearing Clutter, Tuning in to Time, Space & Mind*** with Niki Irish & Tracy Huang; or Mary Ellen Hickman on ***Help, I Have No Time for Marketing***, here are the recordings and materials.

Basic Training & Beyond

Our monthly Basic Training & Beyond**,** is set for November 4 and 18 (9:15 a.m. – 4:30 p.m.) We will meet by Zoom videoconference. Register here.

Other Events

Continuing Legal Education programs

Communities Events

Pro Bono Center training programs

This program has been presented 262 times for more than 3,800 lawyers over the last twelve years and many have launched and are operating small law firms. We keep in touch with many small firms and what we learn informs the content for this program.

PMAS Links and Free Downloads

Law Firm Management Assessment (Self-Check)

Small firm legal trends and compensation reports

e-Manual for Basic Training & Beyond

More PMAS programs

From the Desks of Dan and Rochelle

Help in the time of Covid . . .

Covid-19 will be here for much longer than we had hoped. Many of you have had to pivot the vision for your firm and the way you manage it to survive. We must all adapt to what is being dubbed the "new normal". Unplanned and sudden adaptions will come with stress, anxiety, and uncertainty. We are here to help. Dan and I are aware of the consequences and significant impacts that this pandemic has had on our small firm lawyers. Click here to take our Covid-19 Impact Survey to assist us in our efforts. We are here to provide guidance on how you can pivot your practice to stay viable and even profitable during these times. For a free and confidential law firm assessment or one-on-one consultation email us at pmas@dcbar.org. If you need assistance with stress management, depression or substance abuse you may also contact our Lawyer Assistance

program here. These services are free and confidential to D.C. Bar members. We look forward to serving you.

-- Rochelle

Clio's Legal Trends Report for 2020 is out . . .

Clio, one of our member benefits for law firm management, released its 2020 Legal Trends report at its recent cloud conference and the data is remarkable and one-of-a-kind. The pandemic forced lawyers all over the country to tech-up quickly. Those firms already operating in the cloud have managed the pandemic with little interruption. Firms are questioning their need for brick-&-mortar facilities. What is particularly encouraging is how Clio is leading its lawyer-client base to address the vast unmet need for legal services. There is indeed a latent market with studies showing 77% of legal problems don't receive legal help. The need for legal services is strong and increasing and the pandemic has reduced access to legal services even more. I always encourage lawyers starting and growing law firms to read Clio's collection of Legal Trend Reports because they represent the only resource of accurate data on small law firms in Northern America. Clio gets its data directly from its law firm clients and from surveys of lawyers and clients. Clio knows how law firms work and what clients want. Its report says lawyers are most concerned with client referrals, using productivity software, serving the community and offering services at fixed fees. They are least concerned with having commercial office space. Consumers are most concerned with selecting a lawyer with good reviews, good pricing, payment plans and fixed fees. They are least concerned about a lawyer's commercial office space. Clio says the future is cloud based and client centered. It's 2020 report is here.

-- Dan

Dan & Rochelle
Daniel M. Mills| Practice Management Advisor| 202.780.2762
Rochelle D. Washington| Practice Management Advisor| 202.780.2764
Practice Management Advisory Service
District of Columbia Bar
901 Fourth Street, NW
Washington, DC 20001

pmas@dcbar.org
www.dcbar.org/pmas