

## **Legal Services Corporation**

## CONFRONTING THE JUSTICE GAP

## **Executive Directors Conference**

June 10-11, 2008 Key Bridge Marriott Arlington, VA

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Dear Executive Directors:

Welcome to the 2008 LSC Executive Directors Conference. We are delighted to have you all together for the first time in four years, and we are very excited that all 137 LSC-funded programs will be represented.

The Conference will focus on the role of the Executive Director in promoting quality in legal services programs. Leading, managing, and sustaining a civil legal aid program is simultaneously one of the most rewarding and challenging jobs imaginable. This Conference presents an opportunity to learn from one another about ways to continue to succeed in the role of the Executive Director.



Our theme for the Conference is *Confronting the Justice Gap*. Together with an advisory group of Executive Directors, we have planned an exciting, thoughtful program that encourages informative and productive discussions on a range of legal services delivery issues to help confront the justice gap. Sessions have been designed to promote the clear communication of expectations by LSC to programs, to allow Executive Directors to express their program needs directly to LSC, to share successful initiatives to improve the quality of legal services, and to focus on three key management challenges: recruitment and retention, transition planning and leadership development, and use of technology. During the next two days, we will discuss how we can best manage all available resources to serve as many eligible clients as possible, while maintaining compliance with congressional mandates and LSC regulations.

Prior to the Conference, I hope you are able to visit the LSC offices and meet our staff. On Tuesday evening, at a reception at the National Archives, you will have an opportunity to meet congressional staff and speak with them about the critical services that your programs provide.

Among the other lasting impacts of this Conference, the compilation of your collective and individual experiences in promoting quality in the delivery of civil legal services to the poor will create a legacy that will help guide future leaders in the legal services community.

I want to acknowledge and express appreciation to all those who greatly contributed to the planning of the Conference. They are listed in the *Acknowledgements* in the program.

Thank you for attending this Conference. We look forward to our discussions.





The Legal Services Corporation sincerely thanks the following individuals who generously gave their time and talents to help plan the conference program. Their valuable counsel, experience, creativity, and commitment to high-quality legal services substantially enhanced the array of sessions being offered.

## **Executive Directors Advisory Committee**

Jean Carter, Center for Arkansas Legal Services
Colleen Cotter, The Legal Aid Society of Cleveland
Doug German, Legal Aid of Nebraska
Irene Morales, Inland Counties Legal Services
Lillian Moy, Legal Aid Society of Northeastern New York
Klaus Sitte, Montana Legal Services Association
Allison Thompson, Three Rivers Legal Services
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Lois Wood, Land of Lincoln Legal Assistance Foundation
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## **LSC Staff Advisory Committee**

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Treefa Aziz, Government Affairs Representative, Government Relations and Public Affairs

Helaine M. Barnett President, Legal Services Corporation June 2008

# SCHEDULE

# 2008 LSC Executive Directors Conference CONFRONTING THE JUSTICE GAP

## Monday, June 9th

2:00pm - 5:00pm Meeting Registration at Marriott Hotel

Outside Potomac Ballroom

4:00pm – 6:00pm Open House at LSC Headquarters

3333 K Street, NW

Tour LSC Headquarters and meet with LSC staff

## **Tuesday, June 10th**

7:30am – 8:15am Breakfast Buffet

Meeting Registration
Outside Potomac Ballroom

8:15am – 9:15am Opening Plenary

Potomac Ballroom A-B-C

Welcome remarks by Helaine M. Barnett, LSC President

Guest Speaker: Honorable John T. Broderick, Jr., Chief Justice
New Hampshire Supreme Court and former LSC Board member

9:15am – 11:00am Plenary Session – "LSC Expectations"

Potomac Ballroom A-B-C

This session is designed to ensure that LSC is clearly communicating its expectations of Executive Directors and programs. LSC staff will discuss and answer questions about topics such as compliance, grants management, and internal controls issues raised in the GAO reports; enhanced private attorney involvement; technology capacities; the LSC Performance Criteria; leadership mentoring; LSC's LRAP; data collection through the CSR system; and disaster planning.

Moderated by Karen Sarjeant, LSC Vice President for Programs and Compliance

11:00am – 11:15am Refreshment Break

11:15am – 12:30pm Plenary Session – "Executive Directors Feedback"

Potomac Ballroom A-B-C

LSC will hear from Executive Directors on what can be done by LSC to provide more support for enhanced leadership of programs.

Moderated by Helaine M. Barnett, LSC President



## **Tuesday, June 10th (continued)**

12:30pm – 1:45pm Lunch

Potomac Ballroom A-B-C

Guest speaker: Congressman George Miller California, 7th Congressional District

Chairman, House Education and Labor Committee

1:45pm – 2:00pm Break

2:00pm - 3:30pm Concurrent Sessions (*choose one*):

#### **Recruitment and Retention**

Barbara Moulton, Assistant Dean
Public Interest and Community Service, Georgetown University
Law Center
Kelly Carmody, President, Carmody & Associates

Moderated by Karen Sarjeant, LSC Vice President for Programs and Compliance

This session will discuss current issues related to recruiting and retaining high quality staff and will offer ideas on what can be done to be successful at these activities. The latest information will be available on salary improvement efforts, ways to ensure that your hiring process is designed to attract those advocates that you want, LRAPs, and state studies on recruitment and retention issues.

#### **Transition Planning and Leadership Development**

Tom Adams, President, TransitionsGuides

Moderated by Monica Evans, *Program Counsel, LSC Office of Program Performance* 

Succession and transition planning is important for enhanced leadership, more focused strategic direction, and the ongoing stability of legal services program. This session will include best practices in succession and transition planning and techniques for developing a pipeline of effective, well-trained, diverse leaders.

3:30pm – 3:45pm Refreshment Break

# SCHEDULE

# 2008 LSC Executive Directors Conference CONFRONTING THE JUSTICE GAP

#### 3:45pm - 5:15pm

#### Concurrent Sessions (choose one):

Recruitment and Retention (repeated session)

Barbara Moulton, Assistant Dean
Public Interest and Community Service, Georgetown University
Law Center
Kelly Carmody, President, Carmody & Associates

Moderated by Karen Sarjeant, LSC Vice President for Programs and Compliance

#### **Technology**

Ed Marks, Litigation Director, Legal Aid of Western Ohio "Using Technology from Intake to Impact"
Glenn Rawdon, Program Counsel, LSC Office of Program Performance

Moderated by Charles Jeffress, LSC Chief Administrative Officer

The Justice Gap presents an urgent need to expand and enhance the delivery of programs' services. The effective implementation and use of technology requires the leadership of the Executive Director. This session will demonstrate useful technologies for promoting quality and efficiency in the delivery of legal services.

#### 6:30pm - 8:00pm

#### **Reception at National Archives**

700 Pennsylvania Avenue, NW (Archives-Navy Memorial Metro Stop)

Welcome remarks by Dr. Allen Weinstein, *Archivist of the United States* 

Tours will be available



## Wednesday, June 11th

8:30am - 10:00am Plenary Session-"Legal Services and the Work of the 110th Congress"

Potomac Ballroom A-B-C

**Appropriations Process** 

Rob Nabors, Staff Director for House Appropriations Committee

Dan Goldberg, Legislative Counsel to Senator Harkin

Authorizing Legislation/Issues Relevant to LSC

Gabriela Gomez, Education Legislative Associate
House Committee on Education and Labor

Housing and Foreclosure Legislation

Gail Laster, Deputy Chief Counsel

House Committee on Financial Services

Moderated by John Constance, LSC Director of Government Relations

and Public Affairs

10:00am – 10:15am Refreshment Break

10:15am – 12:00pm Plenary Session – "Role of the Executive Director in Promoting Quality"

Potomac Ballroom A-B-C

Facilitated by Professor David Hall, LSC Board of Directors

From your survey responses, there are many approaches Executive Directors are using and plan to use to promote quality. This session will share and build upon those experiences in order to create a legacy of the importance of quality for future generations of legal service advocates.

12:00pm – 12:30pm Concluding Plenary

Potomac Ballroom A-B-C

Closing remarks by Helaine M. Barnett, LSC President



James H. Fry Legal Services Alabama



Andrew R. Harrington Alaska Legal Services Alaska



Lillian O. Johnson Community Legal Services Arizona



Anthony L. Young Southern Arizona Legal Aid Arizona



Levon Henry DNA-Peoples Legal Services



Lee Richardson Legal Aid of Arkansas Arkansas



Jean Turner Carter Center for Arkansas Legal Services Arkansas



Devon Lomayesva
California Indian Legal Services



Estela Casas Greater Bakersfield Legal Assistance California



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Sam H. Buchanan, Jr. Mississippi Center for Legal Services Mississippi



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Daniel K. Glazier Legal Services of Eastern Missouri



Susan K. Lutton Mid-Missouri Legal Services Missouri



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Sara E. Strattan Community Legal Aid Services



Mary Asbury
Legal Aid Society of Greater Cincinnati



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The Legal Aid Society of Cleveland
Ohio



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The Legal Aid Society of Columbus



Thomas W. Weeks Ohio State Legal Services Ohio



Kevin C. Mulder Legal Aid of Western Ohio Ohio



Colline W. Meek Oklahoma Indian Legal Services Oklahoma



Gary A. Taylor Legal Aid Services of Oklahoma



Thomas J. Matsuda Legal Aid Services of Oregon



Anita Santos-Singh Philadelphia Legal Assistance Center Pennsylvania



Cynthia A. Sheehan Laurel Legal Services *Pennsylvania* 



Rhodia Thomas MidPenn Legal Services *Pennsylvania* 



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Victoria A. Coyle North Penn Legal Services Pennsylvania



Robert M. Brenner Southwestern Pennsylvania Legal Services Pennsylvania



Robert A. Oakley Northwestern Legal Services *Pennsylvania* 



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Susan Stoney Potomac Legal Aid Society Virginia



Cesar E. Torres Northwest Justice Project Washington



Adrienne Worthy Legal Aid of West Virginia West Virginia



John F. Ebbott Legal Action of Wisconsin *Wisconsin* 



Rosemary R. Elbert Wisconsin Judicare Wisconsin



Wendy S. Owens Wyoming Legal Services Wyoming

### Photo not available

AnnaMarie Johnson Nevada Legal Services, Nevada



## John T. Broderick, Jr., Chief Justice **New Hampshire Supreme Court**

Chief Justice John T. Broderick Jr. was sworn in by Governor Craig Benson during a ceremony at the Supreme Court on June 4, 2004. He was appointed an associate justice of the New Hampshire Supreme Court in 1995 by Gov. Stephen E. Merrill after many years as a private practitioner in Manchester. His nomination as the 99th member of the state's highest court followed the retirement of Associate Justice William F. Batchelder.

Chief Justice Broderick served as president of the New Hampshire Bar Association from 1990-1991. He is a fellow of the American College of Trial Lawyers and is a past president of the New Hampshire Trial Lawyers Association. In 1993, President William Clinton appointed Chief Justice Broderick to the Board of Directors of the Legal Services Corporation and he served on the Board until 2003.

Prior to taking a seat on the Supreme Court, Chief Justice Broderick practiced with the law firm of Devine Millimet Stahl & Branch in Manchester and later opened his own firm. He is a graduate of the College of the Holy Cross and the University of Virginia Law School.

## Congressman George Miller, Chairman House Education and Labor Committee

Congressman George Miller is chairman of the House Education and Labor Committee. A leading advocate in Congress on education, labor, the economy, and the environment, he has represented the 7th District of California in the East Bay of San Francisco since 1975. His district includes portions of Contra Costa and Solano counties, including Richmond, Concord, Martinez, Pittsburg, Vallejo, Benicia and Vacaville.

Congressman Miller was elected by his colleagues in January 2007 as Chairman of the Education and Labor Committee, a panel he has served on since first coming to Congress.

Among Miller's top priorities in Congress are strengthening America's economy and creating good jobs that stay in this country, protecting Americans' retirement and health benefits, furthering innovation in technology, science and education, making college more affordable and K-12 public schools more successful. His bill to increase the minimum wage from \$5.15 an hour to \$7.25 an hour, H.R. 2, was one of the first bills passed by the 110th Congress and signed into law.

Miller is the author of the College Cost Reduction and Access Act, the single largest expansion of federal financial aid for college since the GI Bill. The bill was passed by both the House and the Senate and signed by President Bush this year. The new law cuts interest rates on Stafford Loans in half, increases Pell grants, and provides loan forgiveness to qualified public service employees with student loan debt. He graduated from Diablo Valley Community College, San Francisco State University, and earned his law degree from the University of California, Davis, Law School.

## Barbara Moulton, Assistant Dean for Public Interest Programs Georgetown University Law Center

Barbara Moulton is the Assistant Dean for Public Interest Programs at Georgetown University Law Center, where she also received her Juris Doctor in 1989. Since joining Georgetown in 1995, Dean Moulton has directed the Office of Public Interest and Community Service (OPICS). The office provides career advice to students pursuing public interest legal careers, and runs the school's extensive pro bono program. From 1991-1995, Dean Moulton was a staff attorney for the Alliance for Justice in Washington, DC, where she advocated for increased access to the legal system for disenfranchised groups and individuals. Prior to joining the Alliance, she was an associate in the Litigation Department of Ropes & Gray in Boston, MA.

## Kelly Carmody, *President* Carmody and Associates

Kelly Carmody, President of Carmody and Associates, has more than 27 years of experience working with the civil justice system at the local, state and national levels. Ms. Carmody works with the legal aid community on a variety of issues including program assessment, delivery system improvements, project development, and recruitment and retention issues of attorneys, including loan repayment assistance programs. Ms. Carmody has a B.S. from South Dakota State University, a M.S.W. from the University of Kentucky, and a J.D. from Georgetown University Law Center.

## Tom Adams, *President* TransitionsGuides

Tom Adams is president and co-founder of TransitionGuides, a consulting and educational services company based in Silver Spring, Maryland that advises nonprofits on leadership succession, executive search and transition management, and related capacity-building projects. Through TransitionGuides, Tom and his colleagues offer executive transition and succession planning services around the country and are leaders in the development and growth of Executive Transition Management and Leadership Sustainability and Succession Planning as an organizational capacity building strategy. TransitionGuides has assisted over 300 organizations including local, regional and national nonprofits from a wide variety of mission areas (advocacy, housing/community development, children and family and other human services, associations, environmental, health, education and philanthropy among others).

## Ed Marks, *Litigation Director* Legal Aid of Western Ohio (LAWO)

Ed Marks is Litigation Director for Legal Aid of Western Ohio (LAWO), an LSC-funded program which serves 32 counties in northwest and west central Ohio, including the Toledo and Dayton metro areas.



LAWO uses videoconferencing, VOIP telephones, remote access servers, HotDocs templates and a web-based case management system to link 8 offices throughout its service area. Ed also was the founder and former managing attorney for LAWO's hotline system, Legal Aid Line of Western Ohio (http://www.legalaidline.org). Ed is a board member for the National Technology Assistance Project (http://www.lstech.org) and is the former statewide legal services technology coordinator for Ohio. He has been a presenter at national trainings and a technology consultant for legal services programs across the country since 2000. Ed is a graduate of the University of Iowa College of Law, and began his legal services career in 1988 as a staff attorney with DNA Legal Services on the Navajo and Hopi Nations in Arizona.

## Glenn Rawdon, Program Counsel LSC Office of Program Performance

Glenn Rawdon is a Program Counsel with the Office of Program Performance of the Legal Services Corporation. He helps legal services programs with their technology efforts and with the administration of the Technology Initiative Grants (TIG) program. Since the program started in 2000, TIG has made 343 grants totaling over \$27 million. Before coming to LSC in 1999, he was a managing attorney at Legal Services of Eastern Oklahoma for five years and before that, he was in private practice. He has served as co-chair of the Law Office Management section of the Oklahoma Bar Association and was a member of the Legal Technical Advisory Counsel of the ABA.

## David Hall, Professor of Law Northeastern University School of Law

Professor Hall was appointed by President Bush in 2003 to the Board of Directors of the Legal Services Corporation and he serves as the Chairman of the Provision for the Delivery of Legal Services Committee. Professor Hall served as dean of the Northeastern Uninversity School of Law from 1993 until he was named provost of Northeastern University in 1998. He returned to the law school faculty in 2003. Professor Hall teaches courses in Contracts, Racism and American Law, and Professional Ethics; his areas of specialization are civil rights, legal education, and social justice. He lectures nationally and writes on issues of social justice, diversity, affirmative action, and equal justice and educational transformation.

Professor Hall received the National Conference of Community and Justice Humanitarian Award in 1999 and has been honored by the Boston Bar Association and other community-based organizations. In 1997, he was named Outstanding Dean of the Year by the National Association of Public Interest Lawyers. He received the Massachusetts Black Lawyers Outstanding Contribution to the Legal Profession Award in 1993.

## 1: **Key Bridge Marriott**, *Rosslyn* Arlington, VA

Just 4 miles from Ronald Reagan Washington National Airport, within 3 blocks of the DC Metro system, and less than a mile and a half from LSC Headquarters, the Key Bridge Marriott is a well-located choice for your visit. This hotel in Arlington, VA is conveniently located minutes from the Rosslyn Metro stop. The street address is 1401 Key Highway, Arlington, VA.

## 2: LSC Headquarters, *Georgetown* Washington, DC

LSC Headquarters is located at 3333 K Street, NW at the edge of Georgetown under the Whitehurst Freeway. The building is a 20 minute walk from the Key Bridge Marriott Hotel. It is also a 5 minute taxi ride. Some taxi drivers are confused by the fact that the street sign says Water Street, but they should be told to continue down K Street towards Key Bridge until you see building address 3333 on your right.

## 3: The National Archives, *Downtown* Washington, DC

The Archives is located at 9th and Pennsylvania Avenue, NW. It is easily reachable via Metro. From the Rosslyn Metro station take the Blue Line towards Franconia, get off the train at the Pentagon Metro Station. Take the Yellow Line towards Mt. Vernon Square and get off at the Archives Metro Station.





Total travel time is between 15 and 20 minutes. When you come out of the Metro Station, the Archives entrance is directly across the street on Pennsylvania Avenue. Taxi fare is approximately \$11 under the new meter system, and the travel time is about 25 minutes. Come in the Pennsylvania Avenue entrance and DO NOT follow the entrance signs around the building to Constitution Avenue.

