

Basic Lawyering Skills Training

November 18-20, 2009

Holiday Inn Hotel Columbus-Worthington

Columbus, Ohio 43085

TO: Ohio, Michigan, and West Virginia Project Directors, Managing Attorneys,
and Training Responsible Persons

DATE: October 1, 2009

DESCRIPTION

The Committee on Regional Training (CORT) is sponsoring a Basic Lawyering Skills Training (BLST) for new legal services attorneys. The training will be held November 18-20, 2009 at the Holiday Inn Hotel Worthington, 7007 North High Street in Worthington, Ohio.

BLST is the first in CORT's coordinated scheduled of skills training for legal services attorneys. This conference is aimed at those with less than 18 months experience, its focus is the practical day-to-day skills of lawyering in the context of legal services work.

A case problem will be used to teach basic elements of interviewing, case planning, motion practice, discovery, negotiations, trial preparation, and basic trial skills.

We have applied for Ohio CLE credits for this training. CORT is a recognized training sponsor in West Virginia.

TENTATIVE TRAINERS

Sarah Biehl, Ohio Poverty Law Center
Patrick Clement, Legal Services South Central Michigan
Mary Herr, Legal Aid and Defender – Michigan
Melissa La Rocco, Advocates for Basic Legal Equality
Amanda Lennon, Private Attorney
Veronica Zoltowski, Legal Aid of Western Ohio

Michael Smalz, Ohio Poverty Law Center
Torrey Smith, Legal Aid and Defender - Michigan
Elizabeth Wehner, Legal Aid of West Virginia
Patrick Skilliter, Southeastern Ohio Legal Services
Abby Staudt, Legal Aid Society of Cleveland
Angela Tripp, Legal Services of South Central Michigan

REGISTRATION FEES

As a CORT-sponsored event, there is no registration fee for programs participating in CORT.

For registrants from Ohio, Michigan and West Virginia legal services programs not participating in CORT, the registration fee is \$650. For other participants, the registration fee is \$375.

ROOM AND BOARD

CORT will bill programs for the cost of rooms and meals after the training. The daily cost of sleeping rooms is \$92. If participants share rooms, CORT will divide the cost of the room by the number of occupants and bill programs accordingly. The approximate daily cost of meals is \$35. The following meals will be provided: breakfast, lunch and snacks. Dinner is the responsibility of the participant.

QUESTIONS?

Any questions on the substance of the training should be directed to Eugene King at 614/221-7201 ext. 125 or gking@ohiopovertylawcenter.org Questions concerning logistics, reservations, costs or like issues should be addressed to Patricia Brown at 614/221-7201, ext. 107 or pbrown@oslsa.org

REGISTRATION DEADLINE

Please return your registration no later than **Wednesday, October 28, 2009**, to:

Basic Lawyering Skills Training
Ohio Poverty Law Center
555 Buttlers Avenue
Columbus, OH 43215-1137

You will receive a confirmation letter prior to the training. If you do not receive this letter before **November 2, 2009**, please contact Patricia Brown at OSLSA.

CANCELLATION DEADLINE

The deadline for cancellation is November 11, 2009. Registrants canceling after this date will be billed for any unavoidable costs incurred as a result of the late cancellation.

APPLICATION FOR BASIC LAWYERING SKILLS TRAINING

November 18–20, 2009
Holiday Inn Hotel Worthington
7007 North High Street
Worthington OH 43085

NAME: _____

PROGRAM NAME: _____

BRANCH (if any): _____

MAILING ADDRESS: _____

CITY/STATE/ZIP: _____

E-MAIL Address _____ WORK PHONE _____

FAX # _____

1. When were you first admitted to practice? _____

2. How long have you been practicing with legal services? _____

3. Will you be able to be present throughout the entire training (Wednesday at 10:00 p.m., to Friday at 3:30 p.m.)?

Yes

No—If not, please explain: _____

4. The conference will occur at the Holiday Inn Hotel Worthington, 7007 North High Street Worthington Ohio. Would you like:

CORT to make reservations for you to stay at the hotel? (*continue to question 5*)

or to find lodging on your own? (*continue to question 8*)

5. Would you like (smoking or non-smoking):

a single room? (full room price billed to your program; please be sure your program will pay for a single room) (*continue to question 7*)

or a double room? (half room price billed to your program) (*continue to question 6*)

6. If you are requesting a double room, do you have a preferred roommate?

Yes: (name) _____

No: If you have no roommate in mind, CORT will attempt to match you with another trainee. Are you: female male smoker non-smoker

7. Will you be arriving the night before the training (the training starts November 18 – November 20, 2009)?

Yes (room reservation will be made if applicable)

No

8. If you require any special accommodations of any kind, please indicate those requirements:

9. If you have special dietary needs, please indicate those needs:

Other comments: _____

QUESTIONS?

Any questions? Call Patricia Brown at 614/221-7201, ext. 107.

Applicant's Signature

Date

Signature of Managing Attorney
or Project Director

Date

**BLST AGENDA
DAY ONE
10:00 a..m. – 5:30 p.m.**

Trainers Meeting: 8:00 – 10:00** Continental Breakfast

	TITLE	TIME
Session 1	Introduction & history of legal services (LG)	10:00 - 11:00
Session 2	Introduction, Advocacy Strategies, & working with opposing counsel (SG)	11:00 - 12:15
	Lunch	12:15 – 1:15
Session 3	Interviewing lecture and demonstration (LG)	1:15 – 2:15
Session 4	Interviewing & working with difficult clients (SG)	2:15 – 3:15
	Break	3:15 – 3:30
Session 5	Motion practice lecture and Demo (LG)	3:30 – 5:00
Session 6	Motion practice & homework handout (SG)	5:00 – 5:30

LG: Large Group Lectures

SG: Small Group Sessions

**BLST AGENDA
DAY TWO
9:00 a.m. – 5:30 p.m.**

Breakfast Buffet : 7:30 a.m. – 8:30 a.m.*

	TITLE	TIME
Session 7	Motion practice (SG)	9:00 - 10:30
	Break	10:30 – 10:45
Session 8	Discovery/Deposition lecture and Demonstration (LG)	10:45 - 12:15
	Lunch	12:15 – 1:15
Session 9	Deposition Prepare (SG)	1:15 – 2:30
	Break	2:30 – 2:45
Session 10	Deposition practice & debriefing (SG)	2:45 – 3:45
	Break	3:45 – 4:00
Session 11	Negotiation lecture & demonstration (LG)	4:00 – 5:00
Session 12	Negotiation discussion & homework handout (SG)	5:00 – 5:30

BLST AGENDA
DAY Three
9:00 a.m. – 3:30 p.m.

Breakfast Buffet: 7:30 a.m. – 8:30 a.m.*

	TITLE	TIME
Session 13	Negotiation (SG)	9:00 – 10:00
Session 14	Negotiation debriefing (LG)	10:00 – 10:30
	Break	10:30 – 10:45
Session 15	Trial work lecture and demonstration (LG)	10:45 – 12:15
	Lunch	12:15 – 1:15
Session 16	Trial exercises (SG)	1:15 – 2:45
Session 17	Wrap up (SG)	2:45 – 3:15
	Evaluation & closing (LG)	3:15 – 3:30