

Join us for a half-day of updates, best practices and networking on records information management, data security/privacy and eDiscovery topics.

The symposium will conclude with a networking lunch.

Guest Panelist:
Hon. Paul L. Maloney
(Western District Court of Michigan)



8:15 am Registration

9:00 am Amendments to the Federal Rules of Civil Procedure

Significant changes to the FRCP on discovery are almost certain to become effective on December 1. We will walk through a case study and have a panel discussion of how these amendments are likely to be implemented from the perspectives of the bench, a plaintiff's attorney and a defendant's attorney. *Moderator: Jay Yelton.*

Panelists: Hon. Paul L. Maloney (Western District Court of Michigan), Scott Carvo and Andrea Bernard

10:25 am Round One Breakout Sessions

eDiscovery: Updating Your eDiscovery Best Practices and Procedures

In light of the expected changes to the FRCP on discovery, legal departments should review and modify their eDiscovery practices and procedures. All who attend this session will receive a copy of the *Warner Norcross eDiscovery Best Practices Guide*. The presenters will highlight how and why particular policies and practices should be modified in light of the new rule amendments.

Presenters: Lindsay Chaffin and Jay Yelton

Privacy/Security: Planning for Security Breaches

With the increasingly sophisticated attacks by organized crime on IT systems, it seems that it's more a question of when rather than if an organization will experience a data breach. In this session, we'll talk about how to prepare a breach response plan, including: performing robust risk assessments; identifying who needs to be involved in a breach response; and the steps that you should document in a breach response plan. *Presenters: Brian Lennon and Madelaine Lane*

Records Information Management: Social Media Policies and Practices

Social media issues are increasingly needing to be addressed by HR and legal professionals. When and how can an organization use social media in background checks and how can an organization manage social media risk for current employees? How should an organization properly handle endorsements of products and services made by employees via social media? This session will answer these and other questions while providing the ABCs of social media for legal and HR professionals.

Presenters: Kevin McCarthy and Ken Coleman

11:20 am Round Two Breakout Sessions

eDiscovery: How to Utilize Proportionality & Cost Shifting Strategies

Amendments to Rule 26 (Duty to Disclose; General Provisions Governing Discovery) reflect an enhanced focus of the importance of proportionality and cost shifting as tools to rein in the scope of discovery. We'll discuss exactly when and how an in-house legal department should utilize these strategies.

We will also provide an overview of the situations where courts are most likely to shift discovery costs to the requesting party.

Presenters: Charles Ash and Adam Cefai

Privacy/Security: Contracting for Privacy and Security

With the increasing use of cloud services comes increasing risks that confidential data will be compromised. In this session, we'll discuss issues to address when contracting with vendors who will have access to confidential information, including: due diligence to perform before entering into the contract; contract provisions to deal with confidentiality and security issues, including cross-border transfers of data and security breaches; and monitoring of vendors after entering into a contract. *Presenters: Nate Steed and Norbert Kugele*

Records Information Management: Off-the Record Discussion on How to Identify and Respond to Data Preservation Triggering Events

It is often difficult to identify exactly when and how an organization should preserve data when faced with possible litigation or a government investigation. This session will identify a few of the most common problem areas and seek input from a panel of in-house legal representatives regarding how their organizations would handle these high risk issues. *Presenters: Jay Yelton and several in-house legal representatives*

12:10 pm Networking Lunch

Registration Online:

<http://WNJ.com/GR-Data-Solutions>

Cost: This is a complimentary program for clients and invited guests of Warner Norcross & Judd.

Location: *Kroc Community Center*
2500 South Division Avenue SW
Grand Rapids, MI 49507

Questions: If you have any questions about this event, please contact: Sharon Sprague at 616.752.2326 or ssprague@wnj.com

CLE: This program is eligible for International Association of Privacy Professionals continuing education credits.