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## 1.00 Ethics CLE Credit – A/V Approval #1145005

Recording Date - January 8, 2020

Meeting Location	Date	Time	Topic
King County Bar Association 1200 Fifth Avenue - Suite 700 Seattle, WA	<b>Wednesday, January 8, 2020</b>	12:00 PM to 1:15 PM	Law Firm Hygiene - Small Steps Can Pay Big Dividends

### AGENDA

**12:00 PM** Introduction

**12:10 PM** Presentation: ‘Law Firm Hygiene - Small Steps Can Pay Big Dividends’, by Mark J. Fucile, Fucile & Reising LLP

The presentation will highlight three areas where lawyers can adopt standard operational practices (i.e., “law firm hygiene”) to avoid problems that account for a large percentage of bar complaints:

- Conflict management (RPC 1.7 and 1.8)
- Calendaring (RPC 1.3)
- Systematic communication (RPC 1.4)

**1:15 PM** Adjourn

### SPEAKER BIOGRAPHY

**Mark J. Fucile, Fucile & Reising LLP** – Mark J. Fucile of Fucile & Reising LLP handles professional responsibility, regulatory and attorney-client privilege issues for lawyers, law firms and corporate and governmental legal departments throughout the Northwest. Mark has chaired both the WSBA Committee on Professional Ethics and its predecessor, the WSBA Rules of Professional Conduct Committee. Mark is also a former member of the Oregon State Bar Legal Ethics Committee and is a current member of the Idaho State Bar Section on Professionalism & Ethics. Mark writes the Ethics & the Law column for the WSBA NWLawyer, the monthly Ethics Focus column for the Multnomah (Portland) Bar’s Multnomah Lawyer and is a regular contributor on legal ethics to the WSBA NWSidebar blog. Mark is a contributing author/editor for the current editions of the WSBA Legal Ethics Deskbook,

the WSBA Law of Lawyering in Washington and the OSB Ethical Oregon Lawyer. Before co-founding his firm in 2005, Mark was a partner and in-house ethics counsel for a large Northwest regional firm. He also teaches legal ethics as an adjunct for the University of Oregon School of Law at its Portland campus. Mark is admitted in Washington, Oregon, Idaho, Alaska and the District of Columbia. He is a graduate of the UCLA School of Law.