October 2011 Vol. 3, No. 1



## 🈰 ILLINOIS STATE BAR ASSOCIATION

## SENIOR LAWYERS

The newsletter of the Illinois State Bar Association's Senior Lawyers Section

## View from the Chair

By Gary T. Rafool

[Welcome to the first issue of Senior Lawyers for the 2011-12 bar year. You are receiving this newsletter because you have practiced for more than 25 years or are at least 55 years old. There is no charge for membership to this Section. This newsletter, as well as all previous and future newsletter editions, can be viewed anytime on the Senior Lawyers Section Web site, <a href="http://www.isba.org/sections/">http://www.isba.org/sections/</a> seniorlawyers>. —John Maville, Editor]

s a much-younger attorney many years ago, if I had read something titled "A View from the Chair" written by a much senior attorney, I would have imagined it being written from a rocking chair while the writer was enjoying and writing about his/her golden years with nothing more to do.

My, how times can quickly change, and, as Chair of the Senior Lawyers' Section Council, I can assure you that the members of this Council are far from just sitting it out for the remainder of their professional careers, or as the commercials say, "their golden years."

Since being formed a few years ago, this Section and Council have sponsored several successful CLEs dealing with issues affecting the ever-growing number of attorneys 55 years of age and older, including the transition into retirement, malpractice insurance issues upon retirement, and assistance for a disabled attorney.

It has published two newsletters, which we hope to increase during the 2011-2012 bar year.

We will continue to explore this year how we can best generate interest among senior attorneys in becoming members of the Senior Lawyers' Section of the ISBA, and even serving on its Council.

One of the two new areas we will start this year is technology for senior attorneys, explained in very simple non-technical terms, particularly how to obtain CLE credits other than through live seminars.

And, networking various legal or other is-

sues affecting senior attorneys, either online or directly with members of the Council, whose addresses, phone numbers, fax numbers and email addresses are listed in the Senior Lawyers' Section of the ISBA Web site under member services and the member groups sections by clicking on the Senior Lawyers' link. Any such inquiries will be brought up and discussed during our Section Council meetings, with discussions and suggestions published in our newsletters following these meetings.

It is, therefore, my goal as Chair to have a most productive year for the Senior Lawyers' Section, and to increase our membership substantially, and hopefully, provide some suggestions to the questions facing senior attorneys.

Gary T. Rafool 411 Hamilton Blvd. #1600 Peoria, IL 61602 (309) 673-5535 gtrafool@mtco.com

## How do you know if you don't try it?

By Frank V. Ariano

o, you've attained Senior status in the Bar and have forgotten more than a lot of newer/younger lawyers know. You have seen and learned a lot through experience, often not pleasant, and as a result, are comfortable with most of the challenges of the practice of law, having "been there and done that." Taking on something new at this stage of your career may take you outside of that hardearned comfort level, and should therefore be avoided at all costs, right? Wrong—at least

Continued on page 2

## **INSIDE**

| How do you know                |
|--------------------------------|
| if you don't try it? $\dots$ 1 |
| The Illinois legal             |
| profession attempts            |
| to take care of its            |
| own: Illinois Bar              |
| Foundation and                 |
| Lawyers' Assistance            |
| Program 4                      |
| Have you destroyed             |
| your memory?6                  |
| "It's in the cloud." New       |
| Web-based services             |
| provide solo and small         |
| firm lawyers new low-          |
| cost technology options        |
| and opportunities6             |
| Upcoming CLE programs8         |

View from the Chair.....1

(Notice to librarians: The following issues were published in Volume 2 of this newsletter during the fiscal year ending June 30, 2011: June, No. 1).



IF YOU'RE GETTING THIS NEWSLETTER BY POSTAL MAIL AND WOULD PREFER ELECTRONIC DELIVERY, JUST SEND AN E-MAIL TO Ann Boucher at ABOUCHER@ISBA.ORG

## How do you know if you don't try it?

Continued from page 1

when it comes to "Electronic" CLE.

MCLE and PMCLE requirements have been part of the Illinois practice of law since 2005. The ISBA has been an accredited provider (most programs are presumptively approved by the MCLE Board) since that time and is truly one of the premier CLE providers, not only in Illinois, but in the country. The majority of senior practitioners (myself included) prefer the "old slipper" format (live, on-site programs) to meet our requirements. Many have assumed that the other delivery methods of CLE that we have heard about are for the younger/newer attorneys. Often out of fear of taking on a new concept at this stage of our careers, we announce that "it is not for us." Many prefer to debate the respective advantages/disadvantages of the two main formats—live vs. "Electronic" CLE and lament the day that yet another element of our profession has changed for the worse. This discussion does not rise to that level. It is, instead, an attempt to expose the "boogie man" so that even though most of us senior lawyers still won't sleep the night through, we at least won't have to leave the light on.

Like it or not, the trend in CLE is away from live, on-site programming, with its built in out-of-office travel time and expense, to electronic delivery methods. This is especially true for the large group of ISBA members "south of I-80." If you are such a dinosaur that you are all hung up on the "wrongfulness" of this trend, rather than stop reading, take a deep breath and let's address your fear of the "unknown." Feel free to hold on to your paper diary if it will comfort you.

The ISBA offers eight delivery methods for its excellent CLE offerings, other than attendance at a live program where you have to shave (at least the male practitioners), brush your teeth and change from your jammies. The following is an overview of each of those offerings. Not all require a computer, and none require any expertise or a computer consultant.

To begin with, you need to sit down at your (or someone's) computer and turn it on. If you are not sure how to do that, in this one instance only, you may get help from a younger lawyer or passerby on the street. You then open your Web browser (Internet Explorer or Mozilla Firefox, etc.) and go to the ISBA Web site: <www.isba.org>. If you are lost already, ask that same helper to get you to

the Web site and then kindly ask him or her to leave (with the offer of a few dollars or maybe lunch). As you will soon see, with the ease of the ISBA Web site layout, you won't need him or her anymore.

With the intimidation of these initial steps behind you, you are now ready to try that which you have always said would never be right for you. Don't worry, no one will know. Swallow that fear of hitting the wrong key you won't cause the ISBA Web site to crash, nor your computer for that matter. Move your mouse (I'm not even going to try to go there) to the CLE tab at the top of the home (initial) page and click the left mouse button. If staying awake is a problem for you, you can read the useful information on that page at a later time and simply click your left mouse button on the "CLE Calendar." You have now before you, in one easy-to-access place, a complete list of all of the upcoming CLE you will need, not only for your two-year reporting requirements, but also for your practice. If you are feeling particularly gutsy, you can change the list of programs by using the filters (not the kind you hopefully gave up decades ago), but the choices seen by clicking your mouse button on the down arrow on the right side of the "Topic" and the "Location" boxes. (It would really help if you would now turn on the computer and follow these steps, rather than trying to imagine what I am talking about). You can also click a check in the "PMCLE" box to further filter your search and limit the result (when you click on the "Go" button) to only those programs with PMCLE elements and credit. If you leave the search to the default, i.e., "All," you can scroll down and look at all the offerings to see ones that you want/need.

As you have already seen, both the "List" and "Calendar" views (accessed by clicking on the tab at the right) give you all you need to know about the programs—i.e., the date, title and description, location and MCLE and/ or PMCLE accreditation. You can get detail on the program by clicking on the title which will bring you to another page containing speaker info, etc. and also providing the opportunity to register—more on that later. For now, since we are talking about the "unknown," we will ignore the live, on-site programs, with which you are familiar. If you are going to remain stubborn, simply pick up your phone, call the ISBA office, ask for the CLE department and register for the live program with a live body who will take your credit card number, and you can then go take a nap. When you awaken, you can then write the program on your paper diary and hope that it isn't snowing on the day of the program in Collinsville and/or that your wife isn't using the car. While I personally like (and even prefer) live, on-site programs, for these purposes, I say shame on you for not reading further and considering one of the other methods. Enough of that-let's get back to the "unknown."

The ISBA's Remote Access/Off-Site CLE options are found either on the CLE Calendar we have been talking about, or by going to the ISBA's FastCLE Store--i.e. <a href="http://ISBA.Fast-">http://ISBA.Fast-</a> CLE.com>. From that location you can see not only upcoming, but all of the "electronic" offerings you will ever need. You get a description of the program, its accreditation and in some cases see a preview. You then register and purchase the programs in the various formats available. Let's look at your choices:

### AUDIO CDs: (that 4 1/2" plastic disc that replaced your 8 track tapes)

All you need to utilize this format is an audio CD player (car, home, office, tavern, etc.) and your computer to access the materials and print them if you choose. You can listen to the program whenever you want, in full or in part, and can get the same MCLE/PMCLE credit given, just as if you were sitting (and probably sleeping) at a live program. More on how to get that credit later.

## DVD: (that blinking box that someone connected to your TV, or you can use your computer if it has a DVD drive)

You cannot only enjoy your favorite CLE topics on your 60" flat-panel 3-D TV (with Dolby 5.1 theater surround sound), but the whole family and some close friends can also share in the knowledge. They technically should pay, but I wouldn't worry about it. You can download the materials from the supplemental CD ROM sent to you with the DVD. As with the Audio CDs, you pick when and where you watch the program.

## VIDEO CD-ROM: (you know, like the ones you used to buy at that store you wore a disguise to, or from that guy in the parking lot with his trunk open)

You will need to use your computer with Windows to watch this format, and you can also view the materials displayed on screen and print them-if you can't get over that need to hold paper. Once again, you decide when and where to "attend" the program.

# PODCASTS OR MP3 DOWNLOADS: (that little device you plug your earphones into and clip to your jogging suit (which you don't use for jogging anymore))

This brand-new format offering (began 6/1/11) will require you to download the program to your computer and then to your MP3 player, Apple device, etc. You decide when and where to listen and print the materials, which you can try to read while pretending to be doing a cool-down from your run.

## ON-LINE STREAMING: (no, that is not a medical term)

You need your computer with Internet access and Microsoft Silverlight. Don't get neryous, that program is a free download with a link to obtain it on the purchase page. All you do is click your mouse button on the link, wait for the program to install, restart your browser and you will have it forever (or at least until your hard drive crashes). With this option you get instant access to audio and video CLE programs, with the course materials displayed on the screen. You can download the materials and/or print them. You may pause the program (you know what for), and view it at your own pace. You are limited to 30 days from the date of purchase, but you can have access at any time, day or night during that time period to view and download the materials, etc.

## FASTCLE WEBCASTS: (ok dinosaurs, you will feel better about this one)

With your computer and Internet access (and that Microsoft Silverlight you already downloaded), you can watch live broadcasts of some programs at a designated date and time, including some pre-recorded programs that are re-offered due to popularity, etc. These programs include audio and video with course materials displayed on the screen. You can download the materials (as with the podcasts and streaming), and print them if you choose. A "chat box" is provided (a place on the screen where you can type a question or comment to be answered by a live moderator (the real thing) during the program.

## FASTCLE WEBINARS: (don't start to get nervous again, you will feel better when you realize that this format uses that old familiar device (the telephone) along with your computer with Internet access)

With this method, webinar slides are viewed on your computer while the audio comes through your telephone. You can also download/print the materials. That now-fa-

miliar "chat box" allows you to communicate with the live body (probably not the same one) for questions or comments during the program presentation. There is even a free Fastcase Legal Research Webinar available--you know you need it.

# TELESEMINAR CLE: (For those of you who haven't been paying attention and have already started cocktail hour, relax—this method will take you back in time (kind of)

At specific times and dates, you can turn off your computers and CD, DVD and MP3 players and just pick up the old princess telephone. You will hear a live program, complete with unedited coughs and sneezes, etc. The course materials will be e-mailed to you (OK, so you do have to have your computer on a day or two before) prior to the program.

Now, was that so scary? You got all upset for nothing. It really isn't so bad, and it certainly isn't very complicated, thanks to the ISBA. One visit to the CLE and FastCLE portions of the ISBA Web site (not just the "recent photos" section to see if you were once again excluded) and you will see what is offered, when and the available CLE credit. Set up an account at the FastCLE store with your ARDC number (hopefully you have it written down somewhere) and your credit card (yours, not the one you found in the parking lot), and simply add the programs of your choice to your "cart." Once you "attend" the program you go to the "Manage Credit" portion of the Fast-CLE Store page, sign in, download and print your certificates (suitable for framing) of the programs you have attended for your CLE records. The certificates for the teleseminars are mailed to you a few weeks after the program. You will also get an e-mail from the ISBA, at least annually, listing the programs you have taken, the dates and the credit hours, etc.

Why would you go elsewhere for your CLE? Come to think of it, for those times when you can't/don't want to attend a live program, why go anywhere? Now I know that many of you still need to grumble about yet another change to the profession, but, in between rants, maybe you can discreetly give electronic CLE a try. Who knows, you may even secretly like it and then summon the courage to address another "taboo"—substituting a Smartphone for your cluttered paper diary? OK, maybe that is going too far!

The information contained in this article was obtained from the ISBA Web site and from Jeanne Heaton, ISBA Director of CLE. Jeanne and her staff are available to answer any questions and assist those needing help.

#### SENIOR LAWYERS

Learn more about this section at <a href="http://www.isba.org/sections/seniorlawyers">http://www.isba.org/sections/seniorlawyers</a>.

## OFFICE

Illinois Bar Center 424 S. Second Street Springfield, IL 62701 Phones: 217-525-1760 OR 800-252-8908 www.isba.org

#### **EDITOR**

John H. Maville 600 S. State St., Suite 307 Belvidere, IL 61008

## Managing Editor/ Production

Katie Underwood kunderwood@isba.org

## SENIOR LAWYERS SECTION COUNCIL

John J. Horeled, Chair Gary T. Rafool, Vice Chair Don M. Mateer, Secretary Hon. Harris H. Agnew, Ex-Officio Russell K. Scott, Board Liaison

Leonard F. Amari Hon. Carole K. Bellows Thomas J. Carlisle John W. Damisch Robert K. Downs Loren S. Golden Richard O. Hart Richard J. Hess

Eugenia C. Hunter John B. Kincaid John T. Phipps Robert A. Romanoff Edward J. Schoenbaum Gerald S. Schur Barbara O. Slanker Richard L. Thies

Lynne Davis, Staff Liaison Gary T. Rafool, CLE Committee Liaison Eugenia C. Hunter, CLE Coordinator

Disclaimer: This newsletter is for subscribers' personal use only; redistribution is prohibited. Copyright Illinois State Bar Association. Statements or expressions of opinion appearing herein are those of the authors and not necessarily those of the Association or Editors, and likewise the publication of any advertisement is not to be construed as an endorsement of the product or service offered unless it is specifically stated in the ad that there is such approval or endorsement.

Articles are prepared as an educational service to members of ISBA. They should not be relied upon as a substitute for individual legal research.

The articles in this newsletter are not intended to be used and may not be relied on for penalty avoidance.

Postmaster: Please send address changes to the Illinois State Bar Association, 424 S. 2nd St., Springfield, IL 62701-1779.

## The Illinois legal profession attempts to take care of its own: Illinois Bar Foundation and Lawyers' Assistance Program

By Leonard F. Amari

n the last edition of this newsletter, senior lawyers were made aware of what benefits were available because of their long-inthe-tooth (senior) status in terms of dues reductions and the like from the 34,000 member Illinois State Bar Association. It is natural to further advise senior lawyers, and in this case, all lawyers, of what the profession does to take care of its senior lawyers and, as well, lawyers in some form of distress.

The Illinois Bar Foundation, the eleemosynary arm of the Illinois State Bar Association, has created what it has labeled the "Lawyers Care Fund."This is the name given to what was formerly known as the IBF's Subsistence Program. Its purpose is to help lawyers and their families in need because of illness, tragedy, or other severe circumstances in their lives. Of course and unfortunately, senior lawyers are more inclined to have these problems, as a rule, than younger professionals.

Lawyers in distress, of any kind, for any reason, can apply for assistance from the Lawyers Care Fund by calling the IBF directly at 312.726.6072 for an application to be sent to them. There are two pieces to the application—one details their personal information, the other their financial information. Out of respect to applicants and the sensitive nature of their difficulties, all applications are kept completely confidential. The Lawyers Care Fund Committee then reviews the application, and a member is assigned to follow up with the applicant for a personal "consultation" regarding their current situation. After this is done, the committee determines the applicant's eligibility and appropriate level and duration of their support. Support ranges between \$200-\$1,000 per month, depending on the applicant and their circumstances. Recipients are asked to submit an annual report, detailing if there have been improvements in their lives/finances, or if things have gotten worse. There are follow-up checks with them personally every few months to continue the flow of communication. Sometimes there are severe circumstances that require the committee to meet regarding one individual's immediate needs. The committee will choose to provide some additional one-time assistance to the person, such as a payment of a medical bill, etc., if it is preventing additional care to the recipient. This is done on a case-by-case

basis.

In 2010, the IBF provided almost \$100,000 in assistance to our Lawyers Care Fund recipients. They are on track to provide the same amount this year. Increases are completely dependent on the amount of applicants. A "sub-fund," the "Warren Lupel Funds," also raises, approximately, \$25,000 annually for this most worthwhile effort. Presently there have been several months without a new applicant, although they have received calls requesting applications. Sometimes people's circumstances change and they choose not to apply—it is a very sensitive subject to people and a source of great embarrassment to several of our recipients.

The Lawyers' Assistance Program (LAP) is well-known to lawyers throughout the state of Illinois. It is one of the programs that we can be most proud of in terms of taking care of our own. For more than 30 years, Lawyers' Assistance Program has been providing assistance to Illinois lawyers, judges, and law students with addiction and mental health problems. As the legal population ages and more lawyers continue to work rather than to retire as they might have planned, LAP is seeing many of us older attorneys with issues related to their advancing age.

LAP keeps all client information completely confidential, but the organization carefully tracks and makes public the demographic information of those LAP assists. Approximately 11 percent of LAP cases involve lawyers 60 years old and over; nearly 3 percent are over 70. Obviously of interest to our segment of the bar and our ISBA Senior Lawyers' Section Council. In addition to the high rates of addiction and depression that impact lawyers of all ages, older lawyers who seek help are struggling with medical issues, financial problems, work-related problems, retirement-planning challenges, dementia, and even suicide ideation. Many continue the practice of law because they cannot afford to retire.

In a recent legal education presentation called "Shades of Gray: Issues for Aging Attorneys," LAP's executive director Janet Piper Voss stressed the fact that dementia is not a normal process of aging. The incidence of dementia does increase as we age, however. It is estimated that 5 percent of individuals 65 to 75 show signs of dementia; 20 percent of

those 75 to 85 show signs of dementia; and 30 percent of the population over 90 suffer with dementia. There are many causes for dementia and as much as 10 percent is related to medical causes and can be successfully treated.

Many colleagues and family members have turned to LAP over the years to provide intervention services for alcohol and/or drug dependency. This group process is carried out with respect and concern with the goal of offering help and initiating change. It has become a successful tool in helping lawyers impaired by dementia to feel good about their career and retire with dignity.

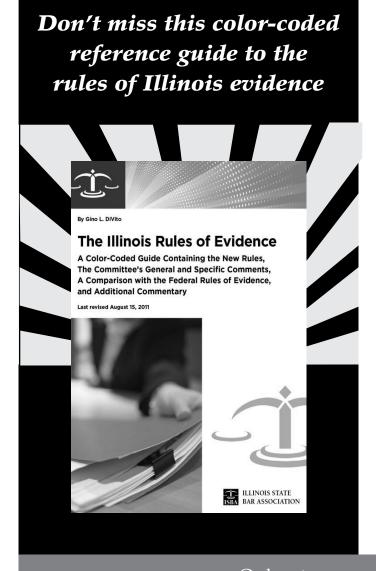
With two lawyer/clinicians on staff, LAP now has the ability to provide many services for older attorneys: consultation, referral, retirement planning and implementation, intervention, as well as support for family and colleagues. LAP strives to raise awareness of these issues through MCLE presentations and outreach to bar associations, law firms, and other legal organizations.

Hopefully, none of the readers of this article will find it necessary to look to either Lawyers' Assistance Program or the Lawyers Care Fund of the Illinois Bar Foundation. But it is comforting to know that lawyers in extremis have some place to turn to when things look the most dire. I wish to thank Janet Piper Voss of the Lawyers' Assistance Program and Lisa Corrao, the Executive Director of the Illinois Bar Foundation for providing me the necessary information to write this article. Each of them will be more than anxious to be of assistance to anyone who has questions dealing with either of these programs.



Support the Illinois Bar Foundation—the charitable arm of your Association.

> To receive an application, call 1-800-252-8908.



# THE ILLINOIS RULES OF EVIDENCE: A Color-Coded Guide

Don't be without this handy hard-copy version of Gino L. DiVito's color-coded analysis of the new Illinois Rules of Evidence, which is otherwise available only on the web. The guide compares the new Illinois rules with the FRE and provides insightful commentary. DiVito, a former appellate justice, is a member of the Special Supreme Court Committee on Illinois Evidence, the body that formulated the rules and presented them to the Illinois Supreme Court.

\$35.00 mbr./ \$50.00 nonmbr. (*Includes shipping and tax*).

## Order at

www.isba.org/store/books/rulesofevidencecolorcoded or by calling Janice at 800-252-8908 or by emailing Janice at jishmael@isba.org

# The Illinois Rules of Evidence: A Color-Coded Guide

\$35.00 Members/\$50.00 Non-Members (*Includes tax and shipping*)



Illinois has a history of some pretty good lawyers.
We're out to keep it that way.

## Have you destroyed your memory?

By Don Mateer

s lawyers we are aware of the necessity to keep client information confidential. We know that our computers have hard drives that must be "cleaned" or destroyed physically before we send them to computer heaven. But did you know that many copiers made after 2002 contain hard drives? CBS News did a special on tracking down used copiers and found hard drives that still contained copies of every document that was copied, scanned or e-mailed

from the copier.

These used copiers end up in warehouses where they are sold both here and overseas for around \$300 each. These copiers contain up to 40,000 documents or more. The copiers come from hospitals, police departments, law offices, etc. You can imagine the type of information available to whomever purchases the used copier. Not all copiers contain a hard drive, and some newer copiers automatically erase each document or give the

operator the choice.

The software necessary to read the hard drives is found for free on the Internet. So what should we do as lawyers before sending our old copiers out the door? First, check with the manufacturer to see if your make and model does indeed have a hard drive (not all do). If you have a hard drive, then remove it or have it removed and destroy it. A sledge hammer works just fine.

# "It's in the cloud." New Web-based services provide solo and small firm lawyers new low-cost technology options and opportunities

By John T. Phipps

loud technology" is a major technology trend in development that can benefit solo and small law firms. "In the cloud" is a technology program that is located on the Web, that combines service, data storage and data management. Working in the "cloud," lawyers now have access to sophisticated services with minimal investment and not have to maintain or have access to expensive in-house technology expertise. It is up to the vendor, instead of the lawyer, to maintain the service and keep it up-to-date.

Cloud technology had a brief surge about 10 years ago but fizzled out because the technology and the Web were not sophisticated and fast enough to make it work effectively. Today cloud technology has evolved and high-speed access, both hard-wired and wireless, supports the use of Web-based programs and applications. Lawyers are not only traveling with their technology but they now use multiple computer platforms, tablets and smart phones, so cloud technology offers a good way to solve a lawyer's need to be able to work anywhere using multiple devices. A number of the programs and exhibitors at the April 2011 ABA Tech Show in Chicago illustrated the variety of "in the cloud" applications and options. Cloud services can be a single application or a whole office system.

#### **Back-up services**

A Web-based based cloud application can be as simple as a remote backup. There are several remote or off-site backup services available. They range in price from a nominal amount for a small amount of data to fairly expensive depending upon the amount of data storage space, indexing and types of access required. For most solo and small firm offices the charge involved is very affordable. Mozy <www.mozy.com> has been an exhibitor at the ABA Tech Show for a number of years as a cloud backup provider and has gotten good reviews. Others getting good reviews are Carbonite <www.carbonite.com>; Barracuda Networks < www.barraudanetworks. com>; and Symantic's new Norton Online Backup 25GB < www.Norton.com >. There are a number of others that have been favorably reviewed in the computer magazines and online computer sites listed on the Internet. As with any cloud application, the key in selecting an off-site backup provider is the stability of the provider and the ability to have another backup available if the company goes out of business or suffers a disaster. The mantra "Backup, Backup, Backup" still applies.

#### **Office Services**

A number of Web-based cloud providers such as Clio <www.goclio.com>, Rocket Law-

yer <www.rocketlawyer.com> and Houdini ESQ <www.HoudiniESQ.com> offer cloud services that include time and billing, word processing, spreadsheets and other essential law office case management, docketing and calendaring programs. The major advantage of the cloud services is that for one monthly fee the software and data are always up to date for all of the computers used by the office. With cloud service a lawyer can work anywhere and have access to his or her data and programs without having to rely on any in-house programs, hardware or personnel and without being confined to an office network or intranet. This enables law firms or individual attorneys to operate in multiple stand-alone locations, without having to invest in considerable computer hardware at each location.

#### **Web Document Database Services**

Database services provide indexing and searchable databases for large volumes of e-discovery and trial documents. The documents are turned over to the service and converted to a searchable database for the firm or, if agreeable, other parties to access. Joint access to the database can provide a considerable cost savings. BlueStar Case Solutions <www.bluestarcs.com>, OrcaTec <www.orcatec.com>, and VeeLegal USA <www.

veetechnologiesusa.com> were among the Tech Show exhibitors which offered these kinds of services. While these services normally work with large litigation firms, in my discussions with them, I found that most are available for occasional use by solo and small firms for those cases which involve a large volume of documents. These services save data on the providers' data servers for Webbased access, tailored to the individual needs of the firm or the particular case. The cost and nature of the service is subject to negotiation depending on the case and the needs of the firm or firms involved. With these services, an individual solo or small firm lawyer then does not have to invest in expensive programs or develop their own database. This is an affordable way to level the playing field and compete with the larger firms.

#### **Other Considerations**

In most cloud services the technology is always up to date and includes the latest state-of-the-art applications. For solo and small firm offices, particularly newer or startup firms, the cloud offers some affordable options because the possible expense saving on much of today's office-based software such as Microsoft Office or WordPerfect Office because the cost of upgrades or multiple computer licenses can be substantial. For a small monthly amount the firm can have up-to-date software in the cloud at all times. There are all kinds and combinations of service that can be obtained depending on the firm's needs. The three main considerations in selecting vendors are: first and most important is will the vendor be able to stay in business, next does the vendor have security to protect the office data from destruction, compromise and hackers, and finally the options to access the data at any time and does the vendor have more than one source to access the backed up and live data.

An example of how cloud technology works is the Amazon Kindle book application, which holds a person's Kindle books. Using the Kindle app I can read any of my Kindle books on my Kindle, my main computer, my laptop computer, my BlackBerry and my iPad. With the Kindle applications, no matter which platform I read the book or materials on, the Amazon application will synchronize to where I ended so that the next time I open the book on any of the platforms, the "cloud" will take me to the correct page and I can start reading from there. I can also move around in the book and look at other pages

without disturbing my place. I have had an occasional glitch but each time I created the problem, not the system.

A major disadvantage of the "cloud" is that it can sometimes be knocked out of service. For example, in a recent major storm a Western Kentucky electric company lost its entire cloud database of customers for a short time. Recently United Airlines lost its entire computer data because of a "connectivity issue" and United Airline flights were disrupted throughout the country. This can happen to a law office cloud service so the office data needs to be accessible in an alternative way to keep the law firm from being out of business if the cloud goes down. Glitches happen with computer programs and data and most tend to happen at the most inconvenient time.

#### **Developing Services**

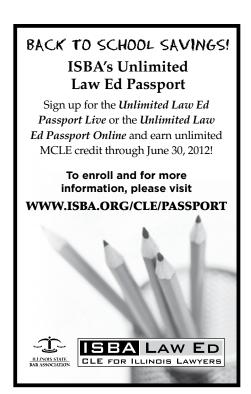
Microsoft is developing cloud applications under the name Microsoft Office 365. It is in beta testing and can be seen at <www. microsoft.com/office365> but the full details, pricing and release are scheduled for some time in 2011. It will be interesting to see how these develop as many law offices now use Microsoft Office applications. Given the history of Microsoft having Office as a "service" offers some unique issues and possibilities for the solo and small firm lawyer. Within the last month Apple has introduced its cloud application which should be available in the fall. There are few details about the Apple cloud. Such major vendors will provide the security that they're always going to be around. But given their histories they tend to be proprietary and if the service is not profitable they tend to discontinue it. Lexis and West are getting into the cloud with case management and time and billing applications so there are many developing options out there.

As with most technology the cloud is evolving and growing. With the recent entry of the Apple cloud application Microsoft will undoubtedly attempt to do Apple one better when it releases Office 365. The race for bigger and better cloud applications and technology will undoubtedly provide better applications hopefully at a more reasonable cost. Things are evolving but there are some good options already available which can meet the needs of many solo and small firm practitioners. Care must be taken to check out the vendor and the offered services, to make sure what is being purchased meets

the lawyer's needs and there are no hidden or surprise extra costs, especially if you use multiple computers. As with all technology each service has some special feature the others don't have so there appears to be no perfect solution but there are a lot of good options and tradeoffs to select. While cloud services seem to be getting better as they evolve, if you find something that works and will improve the firms operations at a reasonable cost there is no reason not to purchase the service now because it will also evolve. The service you purchase will undoubtedly improve as it evolves with the advantage that your provider will do the upgrade for you.

Cloud services are an option, but if your present in-house computer network and programs are working there is no reason to rush to change them. When the time comes to upgrade your computer system the "cloud" offers other alternatives which might provide a cost effective solution to the computer needs of solo and small firm lawyers.

This article originally appeared in the July 2011 edition of the ISBA's General Practice, Solo & Small Firm newsletter, Vol. 40, No. 1.



## **Upcoming CLE programs**

To register, go to www.isba.org/cle or call the ISBA registrar at 800-252-8908 or 217-525-1760.

#### **November**

**Tuesday, 11/1/11- Teleseminar**—Middle Market M&A, Part 1. Presented by the Illinois State Bar Association. 12-1.

**Wednesday, 11/2/11- Teleseminar**— Middle Market M&A, Part 2. Presented by the Illinois State Bar Association. 12-1.

Thursday, 11/3/11- Lombard, Lindner Learning Center—Real Estate Law Update-2011. Presented by the ISBA Real Estate Section. 9-4:45.

**Friday, 11/4/11- Chicago, ISBA Chicago Regional Office**—2011 Federal Tax Conference. Presented by the ISBA Federal Taxation Section. 8:30-4:30.

**Tuesday, 11/8/11- Teleseminar**—Title Insurance in Real Estate. Presented by the Illinois State Bar Association. 12-1.

**Thursday, 11/10/11- Teleseminar**—Ethics of Working with Witnesses. Presented by the Illinois State Bar Association. 12-1.

**Thursday, 11/10/11- Chicago, ISBA Chicago Regional Office**—Family Law Nuts and Bolts Chicago 2011. Presented by the ISBA Family Law Section. 8-5.

**Tuesday,** 11/15/11- Webcast—Environmental Law for Non-Environmental Lawyers—Session 1: Permitting and Due Diligence Issues. Presented by the ISBA Environmental Law Section. 10-12.

**Tuesday, 11/15/11- Teleseminar**—UCC Article 9/Foreclosure of Personal Property Part 1. Presented by the Illinois State Bar Association. 12-1.

**Wednesday, 11/16/11- Teleseminar**— UCC Article 9/Foreclosure of Personal Property Part 2. Presented by the Illinois State Bar Association. 12-1.

**Friday, 11/18/11- Chicago, John Marshall Law School**—Economic Ramifications of Health Care Reform. Presented by the Illinois State Bar Association Health Care Section. 1:00-4:15.

**Friday, 11/18/11- Chicago, ISBA Chicago Regional Office**—Master Series- Forensics: Using Evidence to Build Your Case. Presented by the ISBA Criminal Justice Section Council. 8:50-5:00.

**Tuesday, 11/22/11- Teleseminar**—Estate Planning for Farms and Ranchland. Presented by the Illinois State Bar Association. 12-1.

**Tuesday, 11/29/11- Teleseminar**—Trust Alternatives. Presented by the Illinois State Bar Association. 12-1.

**Wednesday, 11/30/11- Teleseminar**— Employment Tax Planning Across Entities. Presented by the Illinois State Bar Association. 12-1.

#### December

Thursday, 12/1/11- Chicago, ISBA Chicago Regional Office—Recent Developments in State and Local Tax-2011. Presented by the ISBA State and Local Tax Committee. 9-12. ■



Non-Profit Org. U.S. POSTAGE PAID Springfield, III. Permit No. 820 VOL. 3 NO. 1

OCTOBER 2011

ILLINOIS BAR CENTER SPRINGFIELD, ILLINOIS 62701-1779

**ZENIOK TYMKERS**