Cancellations received by 5:00 p.m., three business days prior to the seminar will receive a full refund; less than three business days prior to the seminar will be refunded less a $25 administrative fee; no shows will not receive a refund.

All cancellations need to be in writing via email sent to admin@fba-ndohio.org

Seminar Co-Chair: Lori Riga, Federal Public Defender, Vicky R. Mizell, Chief Deputy Clerk, U.S. District Court, ND Ohio

More information on events and registration:

Federal Bar Association
Northern District of Ohio Chapter
PO Box 14760
Cleveland, Ohio 44114
Phone: 440-226-4402
E-mail: admin@fba-ndohio.org
www.fba-ndohio.org
Introduction to Federal Practice

Tuesday, December 10, 2019
8:30 am - 12:30 pm

Carl B. Stokes U.S. Court House, Courtroom 19A
2.25 Hours of Ohio CLE Credit
(This seminar satisfies Local Rule 83.5)
CLE program approval pending by the Supreme Court of Ohio.

8:30 a.m. Registration

9:00 Welcome and Introduction
Chief Judge Patricia A. Gaughan
U.S. District Court, ND Ohio

9:15 Role of the Magistrate Judge
Magistrate Judge Thomas M. Parker
U.S. District Court, ND Ohio
Magistrate Judge Parker will review the role of the Magistrate Judge in the federal system and the benefits to the parties and the Court of consenting to the jurisdiction of the Magistrate Judge in civil cases.

9:40 Court Programs, Accessing Court Information and Electronic Filing
Sandy Opacich, Clerk of Court
Vicky R. Mizell, Chief Deputy Clerk
The Clerk of Court and Chief Deputy Clerk will provide an overview of the Court, comment on recent developments, and describe the Court programs of interest to attorneys (the Civil Pro Bono Program, the Criminal Justice Act Plan, the Federal Court Panel of ADR Neutrals and the Northern Ohio Advisory Group). They will also provide an introduction to the Court’s Web site and describe the electronic filing system through which all attorneys must file and receive notice of filings.

10:00 Break

10:45 Local Rules and Practice
Sarah Nintcheff, Career Law Clerk to Chief Judge Patricia A. Gaughan

Local Rules and Practice Cont.
Ellen Siebenschuh, Career Law Clerk to District Judge Pamela A. Barker
The law clerks will review key Local Rules related to attorney admissions, case assignments, discovery, motion practice and Alternative Dispute Resolution, with an emphasis upon the Differentiated Case Management Plan by which the Court manages its civil docket.

11:30 Electronic Courtrooms
David J. Zendlo
Automation Supervisor
U.S. District Court, ND Ohio
The Court strives to provide litigants with the best facilities to conduct hearings and trials. Most courtrooms are now outfitted with electronic evidence presentation systems, video-conferencing capability, infrared head phones for hearing assistance and translation, real-time court reporting, telephone interpreting and “smart” counsel tables. This section of the program provides an overview and demonstration of these features.

11:50 Swearing-in Ceremony by
Sandy Opacich, Clerk of Court
Participants who have completed the course and otherwise met the requirements of Local Rule 83.5, will be sworn in to practice in the Northern District of Ohio.

12:00 Mini Court House Tour
Jody Wilson, Operations Specialist
A short tour of the Carl B. Stokes U.S. Court House including a District Judge and a Magistrate Judge’s courtroom and chambers, the 7th floor attorney lounge, the auditorium, the cafeteria, the court reporter offices, the Clerk’s Office intake department and records room on the 1st floor and the jury/ naturalization assembly area on Lower Level 1.

New Lawyer Training

Tuesday, December 10, 2019
1:25 pm - 4:30 pm

Carl B. Stokes U.S. Court House, Courtroom 19A
1.0 Hours NLT Credit—Law Office Management
1.0 Hours NLT Credit—Client Fund Management
1.0 Hours NLT Credit—Professionalism
CLE program pending approval by the Supreme Court of Ohio.

Course Description:
This seminar will provide new attorneys with training on law office management, client fund management, and professional conduct and relationships. It fulfills the three hours of NLT instruction on professionalism, law office management, and client fund management required by the Ohio Supreme Court of all newly admitted Ohio attorneys.

Detailed Time of Program:
1:00 p.m. Registration
1:25 p.m. Welcoming and Introduction of Program
1:30 p.m. Law Office Management, Benjamin M. Cooke
2:30 p.m. Client Fund Management, Tyler Matthews, Esq.
3:30 p.m. Professional Conduct and Relationships, Rebecca J. Bennett, Esq.
4:30 p.m. Program concludes

Names and CV of faculty:
Benjamin M. Cooke, Esq., Wickens Law  Click here for Bio.
Tyler Matthews, Esq., McDonald Hopkins Click here for Bio.