

MEMORANDUM

TO: Lynn Iding, NALP Board Liaison

CC: Fred Thrasher, NALP Deputy Director
Claire Nash, NALP Member Services Coordinator

FROM: Donatella Verrico, Lowenstein Sandler
Amy Ross, Ropes & Gray

DATE: October 13, 2022

RE: Second Board Report – Legal Employer Chief Officers Interest Group

We held meetings in July, August and September of this quarter.

July meeting

We discussed the following questions from the group:

- Hybrid? What's working and what's not? Suggestions or ideas?- The group agreed that despite efforts, compliance for in-office time has been roughly 50%. There was discussion about whether in office attendance would be required but none of the firms had yet decided that.
- OCI updates- Most firms were handling call backs remotely with an in-person reception for those who were offered positions to address the challenge of lack of in person participation at the office.
- Structure of HR teams in different firms: What roles does everyone have? What's working/what isn't? What is the reporting structure?- Firms discussed the various HR team structures, which varied depending upon the size of the firm. There was agreement that the HR/Recruiting functions in all firms are leanly staffed.
- Ideas for Chief Interest Group in-person event/solicit additional volunteers- We gauged interest in hosting an in-person event for the group in the fall, which was received positively, and solicited volunteers to assist in planning the event.
- Firm Retreat Suggestions- Topics/Speakers (Partner and Senior Managers' Retreats)- A few speaker suggestions were provided in the chat feature, depending on the themes the firms were considering for their retreats.

August meeting

- Fall in-person Chief symposium- We provided preliminary ideas around the topics we thought we would cover during our fall in-person event and shared that information would be distributed over the coming weeks.
- Hispanic Heritage month celebrations- A number of firms shared that they would be hosting various authors, speakers, social events, and food to celebrate the month.
- Expectations for in office time for September and beyond/changes in COVID protocols- A few firms shared that beginning in September, in office attendance for three days would be a requirement, with Wednesday as an “anchor” day. The penalties for noncompliance hadn’t been decided yet. There was discussion about whether firms had dropped the vaccine mandates a few reported that they had or planned to.
- How firms handle noncompliance of mandatory training- We discussed the challenges in achieving compliance for mandatory training, among partners, associates and business staff. Firms spoke about the chain of command tasked with follow-up for those who hadn’t complied but there weren’t many alternatives provided to address noncompliance.

September Meeting:

- Symposium updates/reminders- We reminded the group that the “save the date” for the symposium was distributed and to be on the lookout for the invitation to register. We shared that the day would center around creating and measuring engagement with a dinner the evening before.
- Pulse survey on the Hybrid and Remote Legal Workplace- Kay Nash described the reasons for the survey and encouraged the group to participate.
- RTO Success- As we did in prior months, we discussed any new ideas around returning to the office and whether there had been success or improvement. Firms reported that there hadn’t been much progress.
- Vaccine requirements continue? – Additional firms reported dropping their vaccine requirements.
- Strengths-based assessments and job simulations for fall associate vetting (i.e. Thine)- We inquired about whether firms were using assessments and job simulations for fall associates. Only one firm reported doing so and had only used it for one year and could not attest to whether there was a proven correlation between the assessment results and the performance of the fall associates, as they hadn’t started yet. They did find the assessments easy to implement and the associates were happy to complete them.
- Vendor On-boarding process- Do your firms have them? For which situations? Process for reviewing vendor contracts?- Some firms discussed having a Director of Procurement who managed the process and shared systems they have used to track vendor agreements.

- Benefits-Any new offerings for 2023?- Participants discussed the expansion of Bright Horizons from back-up for children and adults to include dog walking and pet sitting services. A number of firms have implemented additional mental health providers to supplement any EAP offerings which have been well received by the employees.