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Counsel and Secretary
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Robin Sparkman
Editor in Chief
**Corporate Counsel
Magazine** part of
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Martha J. Weiss
Senior Corporate
Counsel
UST



presents

THE NATIONAL INSTITUTE FOR WOMEN CORPORATE COUNSEL

APRIL 9-11, 2003

THE WYNDHAM CITY CENTER HOTEL
WASHINGTON, DC

Special Feature:
Comprehensive Workshop on
Sarbanes-Oxley

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THE NATIONAL INSTITUTE FOR WOMEN CORPORATE COUNSEL

April 9-11, 2003
The Wyndham City Center Hotel
Washington, DC

In the midst of downsizing, rightsizing, outsourcing and corporate restructuring, Women Corporate Counsel continue to hold powerful positions within organizations. In this turbulent economy it is essential to maximize your power base while continually sharpening essential leadership and business skills. This is the one annual event, which will assist you in achieving both of these goals and much more.

Plan now to be in **Washington, DC** on **April 9-11th** for “**The National Institute for Women Corporate Counsel.**”

Share your successes and challenges as you discuss:

- Leadership roles – for your personal and corporate success
- The best management practices
- Protecting corporate IP
- Diversity in the workplace
- Crisis reputation management
- Electronic security
- Compliance and internal policies
- Government investigations
- Litigation management
- Employment law and ethics

PLUS we have added a half-day comprehensive pre-conference workshop on Sarbanes-Oxley on April 9th. As the corporate counsel's role in corporate governance expands, it is essential to know what your duties and responsibilities are with audits, liability and sanctions. This intensive four hour discussion will explore what law departments are doing now to prepare for today and tomorrow.

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Antitrust Division**
Washington, DC

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**Nestle Purina PetCare
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St. Louis, Missouri

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**Crown Central Petroleum
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Baltimore, Maryland

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Labor Practice Group
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McLean, Virginia

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Associate General
Counsel
Cable & Wireless
Reston, Virginia

Karen Lockwood
Partner
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Washington, DC

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Senior Vice President and
General Counsel
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Wayne, New Jersey

Deborah Marson
Deputy General Counsel
The Gillette Company
Boston, Massachusetts

Kevin M. McCall
Senior Counsel
Northrop Grumman
Los Angeles, California

Kathryn A. Meisel
Assistant General Counsel
Johnson & Johnson
New Brunswick, New Jersey

Nancy A. Michaud
Vice-President, General
Counsel and Secretary
Huffy Corporation
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Executive Director
**Minority Corporate
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Milwaukee, Wisconsin

Robin Sparkman
Editor in Chief
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Senior Corporate
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AGENDA

WEDNESDAY, APRIL 9, 2003

1:00-5:00 PRE-CONFERENCE WORKSHOP SARBANES-OXLEY: THE ROLE AND RESPONSIBILITIES OF TODAY'S CORPORATE COUNSEL

Sponsored by:



- Duties of corporate counsel
- What you need to know now
- Which parts are effective now
- Accelerated filing of section 16 reports
- Prohibition of loans
- Audit committees
- Auditor independence
- New liability and sanctions
- What to watch in the future

Workshop Leader:

Elizabeth A. Lalik
Partner, Employment & Labor
Practice Group
Pillsbury Winthrop LLP

Workshop Speakers:

Marian S. Block
Vice President and Associate General
Counsel
Lockheed Martin Corporation

Donna Edbril
Vice President, Associate General Counsel
Avon Products, Inc.

*Refreshments will be served throughout
the workshop*

THURSDAY, APRIL 10, 2003

8:00-9:00 REGISTRATION AND CONTINENTAL BREAKFAST

Sponsored by:



9:00-9:15 WELCOME AND OPENING REMARKS

9:15-10:30 THE FINE ART OF LEADERSHIP: BUILDING A FRAMEWORK FOR PERSONAL AND CORPORATE SUCCESS

- What does it take to succeed in today's corporate law department?
- Defining and creating your role
- Assessing your skill-set and charting your own gap analysis
- Mentoring: how to find one, how to be one
- Professional Development: how long is the road to becoming General Counsel?

Kathy Barlow
Vice President, General Counsel and
Corporate Secretary
The Bernstein Companies

Beverly C. Chell
Vice Chairman, General Counsel
and Secretary
PRIMEDIA, Inc.

Veta T. Richardson
Executive Director
Minority Corporate Counsel Association

10:30-10:45 MORNING BREAK

10:45-11:45 EXAMINING BEST PRACTICE METHODS FOR MANAGING YOUR LAW DEPARTMENT

- Cost containment strategies and tactics
- Planning, budgeting and billing
- Using technology to manage workflow
- Compensation issues
- Evaluating your employees' work productivity
- Making the most out of limited resources
- Meeting and managing client expectations
- Building effective relationships with your legal team when they are in remote offices
- Managing outside counsel from remote locations

Moderator:

Nancy J. Sennett
Partner
Foley & Lardner

Panelists:

Lucinda P. Long
Senior Vice President and General Counsel
Valley National Bank

Deborah Marson
Deputy General Counsel
The Gillette Company

11:45-12:45 PROTECTING YOUR COMPANY'S INTELLECTUAL PROPERTY: WHAT EVERYONE SHOULD KNOW

- Trade secrets and patent protection
- Copyrighting and trademarks
- Confidentiality agreements with your employees and independent contractors
- News media issues
- Licensing and negotiation tactics
- What you can do when your top employee leaves for your competitor
- Strategies for when your competitor's key employees come to work for you

Moderator:

Christine Johnson
Special Counsel, Intellectual Property
McCarter & English, LLP

Panelists:

Lynne M. Durbin
General Counsel and Secretary
Adhesives Research, Inc.

Denise Gough
Senior Counsel
America Online, Inc.

12:45-2:00 LUNCHEON KEYNOTE ADDRESS

Deborah Platt Majoras
Deputy Assistant Attorney General
Department of Justice, Antitrust Division

Sponsored by: 

**2:00-3:00 DIVERSITY IN THE WORKPLACE:
MAXIMIZING OPPORTUNITIES IN THE
CORPORATE LAW ENVIRONMENT**

- Best practices to help prime the diversity
- Strategies for beating the odds
- Obtaining funding to help implement new programs
- Establishing mentoring programs
- Identifying key corporate goals for developing effective women leaders
- Becoming an effective change master
- Integrating diversity goals into existing organizational practices

Karen Lockwood
Partner
Howrey Simon Arnold & White LLP

Veta T. Richardson
Executive Director
Minority Corporate Counsel Association

3:00-3:15 AFTERNOON BREAK

**3:15-4:00 HOW TO MAINTAIN E-MAIL AND
ELECTRONIC DATA SECURITY**

- Current developments in e-mail and web-blocking technologies
- Privacy issues: your obligation to protect employee information
- Keeping internal and external communications secure
- Guarding against the loss of physical assets and proprietary information
- Technology use policies

Carolyn J.A. Swift
Vice President and Deputy General Counsel
Fannie Mae

Martha J. Weiss
Senior Corporate Counsel
UST

**4:00-5:30 PROTECTING YOUR COMPANY'S
IMAGE AND REPUTATION WHEN A
STORY GOES PUBLIC**

A panel of leading corporate counsel will share their viewpoints on balancing good media and public relations when a story becomes public and how corporate legal departments are impacted.

Moderator:
Robin Sparkman
Editor in Chief
Corporate Counsel Magazine part of
American Lawyer Media

Panelists:
Susan M. Denigan
Vice President & General Counsel
Nestle Purina PetCare Company

Karen P. Flynn
Deputy General Counsel
ATOFINA Chemicals, Inc.
and Vice President and General Counsel
Total Fina Elf Finance USA, Inc.

Patricia Y. Lee
Vice President & Associate General Counsel
Cable & Wireless

Kathryn A. Meisel
Assistant General Counsel
Johnson & Johnson

5:30 COCKTAIL RECEPTION

Sponsored by: 

FRIDAY, APRIL 11, 2003

8:30-9:00 CONTINENTAL BREAKFAST

Sponsored by: 

**9:00-10:15 COMPLIANCE ISSUES: WHAT EVERY
CORPORATE COUNSEL SHOULD
KNOW**

- The need for internal policies
- The role that Internal Compliance Officers play within a corporation
- Conducting proper internal investigations

Moderator:
Sharie A. Brown
Partner
Foley & Lardner
formerly Senior Counsel
Mobil Oil Corporation

Panelists:
Jean W. Frydman
Assistant General Counsel
Pharmacia Corporation

Nancy A. Michaud
Vice-President, General Counsel
and Secretary
Huffy Corporation

10:15-10:30 MORNING BREAK

10:30-12:00 UPFRONT STRATEGIES FOR HANDLING A GOVERNMENT INVESTIGATION

- Simple (but essential) rules of the road for effectively representing your client before government agencies
- Hear from government law enforcement officials, private practitioners and in-house counsel on the most successful strategies for representing your client before the agencies
- Crisis management: what to do when government law enforcers show-up unannounced at your plant
- How the antitrust agencies' recently announced best practices benefit your company
- How to effectively use economic evidence in government antitrust investigations

Moderator:

Lisa Jose Fales
Partner

Howrey Simon Arnold & White LLP

Panelist:

Mary Coleman
Deputy Director for Antitrust
Bureau of Economics
The Federal Trade Commission

Angela L. Hughes
Trial Attorney
U.S. Department of Justice, Antitrust Division

Raissa V. Kirk
Senior Attorney
Crown Central Petroleum Corporation

Kevin M. McCall
Senior Counsel
Northrop Grumman

12:00-1:00 EFFECTIVE LITIGATION MANAGEMENT: REGULATING TIME AND COST

- Managing litigation and outside counsel costs
- Politics and conflicts of corporate counsel
- Discovery techniques
- Mediating settlement negotiations
- Selecting counsel
- Setting and understanding objectives
- Internal due diligence prior to litigation

Moderator:

Diane E. Bieri
Partner

Howrey Simon Arnold & White LLP

Panelists:

Meena L. Elliott
Chief Counsel, Minority Business
Development Agency
U.S. Department of Commerce

Pamela S. Poff
Senior Vice President/Deputy General
Counsel
UBS Paine Webber, Inc.

1:00-1:45 LUNCH BREAK

1:45-2:15 WOMEN'S INITIATIVES: APPLYING THE DELOITTE & TOUCHE MODEL TO YOUR ORGANIZATION

- Setting up a task force
- Defining goals - advancement, balance and culture
- Monitoring progress
- Ensuring success
- How the model is transferable to any organization

Eileen P. Scudder
Partner

Deloitte & Touche LLP

2:15-3:15 UPDATE ON CORE CORPORATE POLICIES: EMPLOYMENT LAW

- ERISA
- Privacy of health records
- Sexual harassment
- Workplace civility
- Compulsory arbitration of employment disputes

Julienne W. Bramesco
Senior Counsel
Kaiser Permanente

Emily D. Dickinson
Vice President, General Counsel and
Secretary
Hannaford Bros. Co.

3:15-4:15 ETHICS FOR IN-HOUSE COUNSEL

- Multi-jurisdictional practices
- Legal advice or business judgement?
- Providing business advice
- Who is the client: the executive or the corporation?
- When your general counsel is also your client
- Elements of joint defense agreements

Julienne W. Bramesco
Senior Counsel
Kaiser Permanente

Carolyn J.A. Swift
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4:15 ADJOURNMENT

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The Wyndham City Center Hotel

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202-775-0800

The hotel has set aside a block of rooms at a special discount price for conference attendees. **The cutoff date for the special rate is 3/19/03 or earlier if the room block is full.** You must mention that you are attending *The National Institute for Women Corporate Counsel* to be eligible for the special discount.

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American Airlines	1-800-433-1790 Refer to Index # 9375
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Mention the participating airline's reference number and the name of the conference to take advantage of deeply discounted "Zone Fares" that do not require a Saturday night stay over. These fares are available on all flights but are inventory controlled and require one night minimum stay. **Some restrictions may apply.** Airline and car rental discounts are available only when you or your travel agent book through the 1-800 number. We strongly advise you to confirm your conference registration and hotel reservation prior to making your travel plans. We are not liable for any penalties incurred if you cancel/change your airline reservations. **Rates are subject to availability.**

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