

**ASSOCIATION OF LEGAL ADMINISTRATORS
2017 ANNUAL CONFERENCE & EXPO
DENVER, COLORADO APRIL 2 – 5, 2017
LEADERSHIP AND COMMITTEE SCHEDULE**

**Location Key: HRD = Hyatt Regency Denver
CCC = Colorado Convention Center**

**As of February 6, 2017
Subject to change**

SATURDAY, APRIL 1

8 a.m. – 4 p.m.	Board of Directors Meeting *	HRD Agate C
10:30 a.m. – 2:30 p.m.	2018 Annual Conference Committee Meeting *	HRD Agate AB
2:30 – 4 p.m.	2017 & 2018 Annual Conference Committees Meeting *	HRD Agate AB
5 – 6 p.m.	Board/2017 Conference Committee/Staff Reception *	HRD Suite TBD

SUNDAY, APRIL 2

7:30 a.m. – Noon	Committee on Diversity and Inclusion Meeting *	HRD Granite B
8 a.m. – Noon	Business Partner Relations Committee Meeting *	HRD Granite A
8 a.m. – Noon	Foundation of ALA Board of Trustees Meeting *	HRD Sandstone
8 a.m. – 4 p.m.	Certification Committee Meeting *	HRD Marble
9:30 a.m. – 4:30 p.m.	Personal Injury Plaintiff Idea Exchange (PIPIE)	CCC 106
10 a.m. – 3 p.m.	Professional Development Advisory Committee *	HRD Agate A
11 a.m. – 4:30 p.m.	Registration & Silent Auction	CCC A Lobby
11:30 a.m. – 12:30 p.m.	International Relations Committee Meeting *	HRD Quartz A
Noon – 1 p.m.	Regional Leadership Team Lunch *	CCC 706
Noon – 4:30 p.m.	Membership Development Committee *	HRD Granite C
12:30 – 4:30 p.m.	Large Firm Principal Administrators Idea Exchange (LFPAIE) *	CCC 102
1 – 2:15 p.m.	Intellectual Property Idea Exchange (IPIE)	CCC 108
1 – 2:30 p.m.	Standards Review Committee *	HRD Granite B
1:15 – 4:45 p.m.	Product & Service Review Committee *	HRD Granite A
1:30 – 3 p.m.	Chapter Leaders Idea Exchange #1 (CLIE)	CCC 107
1:30 – 3 p.m.	Chapter Leaders Idea Exchange #2 (CLIE)	CCC 111
1:30 – 3 p.m.	Human Resources Idea Exchange (HRIE)	CCC 103
1:45 – 3 p.m.	Branch Office Idea Exchange (BOIE)	CCC 104
1:45 – 3 p.m.	International Idea Exchange (INTIE)	CCC 110
2:30 – 4:30 p.m.	Corporate and Government Idea Exchange (CPIE & GVIE)	CCC 108

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SUNDAY, APRIL 2 (continued)

3:15 – 4:30 p.m.	CLM Preparation Idea Exchange (CLMIE)	CCC 104
3:15 – 4:30 p.m.	Large Firm Administrators Idea Exchange 100 or more (LFAIE)	CCC 111
3:15 – 4:30 p.m.	Leading With Inclusion Idea Exchange (LWIIE)	CCC110
3:15 – 4:30 p.m.	Medium Firm Idea Exchange, 31–99 (MEDIE)	CCC 103
3:15 – 4:30 p.m.	Small Firm Idea Exchange, 1–30 (SFIE)	CCC 107
4:30 – 8 p.m.	Registration	HRD Centennial Lobby
5 – 6:15 p.m.	Leadership Newcomers Connection * <i>Requested Attire: Favorite Sports Team Jersey</i>	HRD Mineral Hall
6:30 – 8 p.m.	Welcome Reception <i>Reserved Seating: Sponsor Requested Attire: Favorite Sports Team Jersey</i>	HRD Centennial Ballroom

MONDAY, APRIL 3

6 – 6:45 a.m.	Yoga	HRD Quartz A
6 – 6:45 a.m.	Morning Walk	HRD Lobby
6:30 a.m. – 6 p.m.	Registration	CCC A Lobby
6:45 – 7:15 a.m.	Friends of Bill	CCC 612
7 – 8 a.m.	Continental Breakfast	CCC Four Seasons Ballroom
7 – 8 a.m.	CLM Breakfast <i>Reserved Seating: Certification Committee and ACC17</i>	CCC 201
8 – 9:30 a.m.	Welcome and Keynote Address <i>Reserved Seating: Current/Incoming BOD, ACC17, Sponsor</i>	CCC Four Seasons Ballroom
9:15 a.m. – 4 p.m.	Exhibit Hall	CCC Hall A
9:30 – 10 a.m.	Archie Manning Private Meet & Greet *	CCC Four Seasons Ballroom
9:30 – 11 a.m.	Coffee Break in the Exhibit Hall	CCC Hall A
9:30 a.m. – 6 p.m.	Silent Auction	CCC A Lobby
11 a.m. – 12:30 p.m.	Education Sessions	CCC various
11 a.m. – 5:30 p.m.	CLM Lounge *	CCC 202

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MONDAY, APRIL 3 (continued)

Noon – 1:30 p.m.	Lunch in the Exhibit Hall	CCC Hall A
12:30 – 1:30 p.m.	Regional Council Meetings & Lunch	Region 1: CCC 702 Region 2: CCC 704 Region 5: CCC 706
12:45 – 1:30 p.m.	CLM “Under the Hood”	CCC 206
1 – 1:30 p.m.	Business Matters Sessions	CCC various
1 – 2 p.m.	BOLD Bites	CCC 612
1:45 – 3:15 p.m.	Education Sessions	CCC various
3:15 – 3:45 p.m.	Dessert Break in the Exhibit Hall	CCC Hall A
4 – 5:30 p.m.	Education Sessions	CCC various
7 – 8:30 p.m.	Past Presidents’ Dinner *	TBD

TUESDAY, APRIL 4

6 – 6:45 a.m.	Pilates	HRD Quartz A
6 – 6:45 a.m.	Morning Walk	HRD Lobby
6:30 – 7 a.m.	Friends of Bill	CCC 612
6:30 a.m. – 6 p.m.	Registration	CCC A Lobby
7 – 7:30 a.m.	Continental Breakfast	CCC session rooms foyer
7:30 – 9 a.m.	Education Sessions	CCC various
7:30 – 11:30 a.m.	CLM Lounge *	CCC 202
8:30 – 11:30 a.m.	Exhibit Hall Open	CCC Hall A
9 – 10 a.m.	Coffee Break in the Exhibit Hall	CCC Hall A
9 – 10 a.m.	BOLD Bites	CCC 612
9 – 10 a.m.	President’s New Chapter Presidents Chat *	CCC 706
9 – 10 a.m.	President’s New Member Chat *	CCC 704
9 – 10 a.m.	Law Firm Networks Meeting *	CCC 702
9 a.m. – 6 p.m.	Silent Auction	CCC A Lobby

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TUESDAY, APRIL 4 (continued)

10:15 – 11:15 a.m.	Education Sessions (note one session starts at 9:45 a.m.)	CCC various
11:30 – 1:30 p.m.	Association Luncheon <i>Reserved Seating: Current/Incoming BOD, sponsor (if applicable), Past Presidents, ACC17, Current/Incoming Regional Representatives, Current/Incoming Presidents' firms and families</i>	CCC Four Seasons Ballroom
1 – 6:30 p.m.	Exhibit Hall Open	CCC Hall A
1:30 – 2:30 p.m.	Dessert Break in the Exhibit Hall	CCC Hall A
2:45 – 4:15 p.m.	Education Sessions	CCC various
4:30 – 5:30 p.m.	General Session <i>Reserved Seating: n/a</i>	CCC Four Seasons Ballroom
5:30 – 6:30 p.m.	Networking Reception in the Exhibit Hall	CCC Hall A
6:45 – 8:15 p.m.	AllState Legal Reception in Honor of Gary Swisher	HRD Capitol Ballroom

WEDNESDAY, APRIL 5

6 – 6:45 a.m.	Zumba	HRD Quartz A
6 – 7 a.m.	5K Run/Walk	HRD Lobby
6:45 – 7:15 a.m.	Friends of Bill	CCC 612
7 a.m. – 7:30 p.m.	Registration	CCC A Lobby
7:30 – 8:30 a.m.	Continental Breakfast in the Exhibit Hall	CCC Hall A
7:30 – 8:30 a.m.	Past Presidents Breakfast *	CCC 706
7:30 – 9:30 a.m.	Exhibit Hall Open	CCC Hall A
7:30 – 11:45 a.m.	Silent Auction	CCC A Lobby
8:30 – 9:30 a.m.	Education Sessions	CCC various
8:30 a.m. – 4:15 p.m.	CLM Lounge *	CCC 202
9:45 – 11:15 a.m.	Brezina Memorial Session <i>Reserved Seating: ACC17, ACC18, Foundation Trustees, Capital Chapter</i>	CCC Four Seasons Ballroom
10:45 a.m. – 2 p.m.	Exhibit Hall Open	CCC Hall A
11:15 a.m. – 1 p.m.	Lunch in the Exhibit Hall	CCC Hall A

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WEDNESDAY, APRIL 5 (continued)

11:30 a.m. – 12:30 p.m.	Regional Council Meetings & Lunch	Region 3: CCC 702 Region 4: CCC 704 Region 6: CCC 706
11:30 a.m. – 1 p.m.	International Attendees Luncheon *	CCC 706
11:45 a.m.	Silent Auction bidding ends	CCC A Lobby
12:30 – 1 p.m.	Business Matters Sessions	CCC various
1:15 – 2:45 p.m.	Education Sessions	CCC various
1:45 – 6 p.m.	Silent Auction Item Pick Up	CCC A Lobby
3 – 4:15 p.m.	Education Sessions	CCC various
5:15 – 6:45 p.m.	Association Awards Gala <i>Reserved Seating: ACC17, Standing Committees (Business Partner Relations, Certification, Diversity & Inclusion, IDEA Awards, International Relations, Professional Development Advisory, Membership Development, Standards Review, Product & Service), Award Recipients, Sponsor</i> <i>Requested Attire: Black Tie (Optional)</i>	CCC Four Seasons Ballroom
7 – 9 p.m.	Club 5280 Finale	CCC Four Seasons Ballroom

THURSDAY, APRIL 6

8 – 9:30 a.m.	2017 & 2018 Annual Conference Committees Meeting	HRD Mineral Hall FG
8 a.m. – Noon	Board of Directors Meeting	HRD Quartz
9:30 a.m. – Noon	2018 Annual Conference Committee Meeting	HRD Mineral Hall FG