

# **CORT NEGOTIATION TRAINING**

October 14th – 16th  
Oglebay Park Resort and Conference Center  
465 Lodge Drive  
Wheeling, West Virginia

**TO: Ohio, Michigan, Indiana, and West Virginia Project Directors, Managing Attorneys,  
and Training Responsible Persons**

**DATE: August 31, 2015**

## **DESCRIPTION**

CORT is proud to present this training designed to help more experienced lawyers negotiate at a higher level. This intensive three-day training will use a hands-on active approach, and participants will be engaged in exercises and homework throughout the process. This training will enable participants to take on advanced cases; master difficult multi-party bargaining; handle the differences between written, face-to-face, and phone negotiations; focus on bringing their strengths to the table; and learn how to maximize their roles in mediation.

Because of the format of this training, participants can experience the training at their own level, but we are targeting participants with at least 2-3 years of experience. Participants should come prepared to work and engage, and leave being better prepared to negotiate for their clients. In preparation for this experience, participants should pack one “court appropriate” outfit and one casual outfit similar to what a typical client would wear (e.g. jeans and a t-shirt). Logistics and practicalities necessitate limiting the training to 32 participants, which will break down into four small groups of 8 participants. We will create a waiting list if more than 32 people register. We reserve the right to change the size of the training based on the number of registrants (i.e., if only 26 people register, there will be three groups of 8, and the last 2 registrants will be on a waiting list).

We have applied for Ohio and Indiana CLE credits for this training. CORT is a recognized training sponsor in West Virginia.

### **LECTURERS AND TRAINERS:**

Marjorie McDiarmid, Professor, WVU College of Law  
Debra Scudiere, Mediator, Kay, Casto & Chaney, PLLC  
Dennis Dobos, Legal Aid Society of Cleveland  
Andrew Ault, Indiana Legal Services  
Steve Byers, Indiana Legal Services  
Marie Bechtel, Legal Aid of West Virginia  
Peter Sherman, Legal Aid of West Virginia  
Angela White, Legal Aid of West Virginia

Additional Trainers and Lecturers TBA

### **REGISTRATION FEES**

As a CORT-sponsored event, there is no fee for programs participating in CORT.

For registrants from Ohio, Michigan, Indiana, and West Virginia legal services programs not

participating in CORT, the registration fee is the pro-rata share of the net cost of the training plus a surcharge of \$300. For these participants, the registration fee is \$800.

For other participants, the registration fee is the pro rata share of the cost of the training plus 20%. For these participants, the registration fee is \$600.

### **ROOM AND BOARD**

CORT will bill participants' programs for the cost of rooms and meals after the training at the rate of:

- Hotel room: \$106 per day per room (plus applicable taxes; cost divided between guests if more than one guest per room; and
- Meals: Lunches will be provided all three days, and are not optional. The total cost for the lunches for all three days will be \$55 per participant. Continental breakfast and morning and afternoon breaks will be provided at the event, included as hospitality at no cost to participants. Dinner is the responsibility of the participant and is available at the Resort's two on site restaurants, or off site in Wheeling.

### **QUESTIONS?**

Any questions on the substance of the training should be directed to Elizabeth Wehner at 304-343-3103, x2134 ([ewehner@lawv.net](mailto:ewehner@lawv.net)) or Bruce Perrone at (304) 343-3013, x2127 ([bperrone@lawv.net](mailto:bperrone@lawv.net)). Questions concerning logistics, reservations, costs or like issues should be addressed to La Verne Tignor at 304-343-3013, x2148 ([lt@lawv.net](mailto:lt@lawv.net)).

### **CANCELLATION DEADLINE:**

The deadline for cancellation is October 7th. Registrants canceling after this date will be billed for any unavoidable costs incurred as a result of the late cancellation. It also makes it hard to create the right size groups, so please, if you must cancel - cancel early! Thank you.

### **REGISTRATION DEADLINE:**

Please return your two page registration form no later than **September the 25th**, to

Negotiations Training  
c/o La Verne Tignor  
Legal Aid of West Virginia  
922 Quarrier Street, 4th Floor  
Charleston, WV 25301

You may also fax your registration to 304-342-3011; or scan and email to [lt@lawv.net](mailto:lt@lawv.net).

You will receive an email confirmation prior to the training. If you do not receive this message before October the 5th, 2015, please contact La Verne Tignor or Elizabeth Wehner.

**APPLICATION FOR CORT NEGOTIATIONS TRAINING**  
**Wednesday, October 14th – Friday, October 16th, 2015**  
**Oglebay Park Resort & Conference Center, Wheeling, West Virginia**

NAME: ..... ATTORNEY REG. # \_\_\_\_\_

PROGRAM NAME: .....

BRANCH (if any): .....

MAILING ADDRESS: .....

CITY/STATE/ZIP: .....

E-MAIL Address \_\_\_\_\_ WORK PHONE .....

FAX # \_\_\_\_\_ CELL PHONE.....

1. When were you first admitted to practice? .....
2. How long have you been practicing with legal services? .....
3. Barring an emergency, you must be present for the entire training (Wednesday at 9:00 a.m., to Friday at 3:30 p.m.) in order to ensure that we will be able to assign roles within participant small groups. Will you be able to take part in the entire training?  
 Yes  
 No If not, please explain: .....
4. The conference will occur at the Oglebay Park Resort & Conference Center, near Wheeling, WV. Would you like:  
    G CORT to make reservations for you to stay at the hotel? (*continue to question 5*)  
or G to find lodging on your own? (*continue to question 8*)
5. Please note that all guest rooms and public indoor spaces at Oglebay Resort are non-smoking. Would you like:  
    G a single room? (full room price billed to your program; please be sure your program will pay for a single room) (*continue to question 7*)  
or G a double room? (half room price billed to your program) (*continue to question 6*)
6. If you are requesting a double room, do you have a preferred roommate?

G Yes: (name) .....

G No: If you have no roommate in mind, CORT will attempt to match you with another trainee.

Are you: Gfemale Gmale

7. Will you be arriving the night before the training (the training starts Wednesday, October 14th at 9:00 a.m.)?

GYes (room reservation will be made if applicable)

GNo -- If not, please confirm the dates for which you need the reservation: \_\_\_\_\_

8. If you require any special accommodations of any kind, please indicate those requirements:

.....

9. If you have special dietary needs, please indicate those needs:

.....

.....

Other comments: .....

.....

.....

### QUESTIONS?

Any questions? Call La Verne Tignor, 304-343-4481 ext 2148, or ltignor@lawv.net.

.....  
Applicant's Signature Date

.....  
Signature of Managing Attorney Date  
or Project Director

## CORT Negotiations 2015

### Agenda

#### *Day One – Wednesday, October 14th*

- 8:00-9:00 Trainers Meeting
- 9:00-9:10 Welcome (Large Group Lecture)
- 9:10-10:15 The Basics and Beyond of Negotiations (Large Group Lecture)
- 10:15 – 10:30 Break
- 10:30 – 11:00 Small Group Session 1
- 11:00 – 12:15 Lunch and Preparation for Negotiation #1
- 12:15 – 1:15 **Negotiation #1** “Car Accident”
- 1:15 – 1:30 Debrief Negotiation #1 in Small Group
- 1:30 – 1:45 Break
- 1:45 – 3:00 Mayhem: How to Deal With Multiple Parties, Multiple Authorities, Multiple Issues And The Negotiators Dilemma (Large Group Lecture)
- 3:00-3:15 Break
- 3:15 – 4:00 Small Group Session 2, preparation for Negotiation #2A
- 4:00 – 5:00 **Negotiation #2A** “Union—Are We Really On the Same Side?”
- 5:00 – 5:30 Debriefing the Call (Large Group Lecture)

Homework for the evening --- **Negotiation #2B** “Union—First Impressions”

Dinner on your own

#### *Day 2 – Thursday, October 15th*

- 8:00-9:00 Breakfast/Trainers Meeting
- 9:00-11:00 **Negotiation # 2C** “Union—the Real Deal”
- 11:00 – 11:15 Large Group Session Debriefing of Negotiation #2C

11:15 – 11:30 Break

11:30 – 12:00 Determining Damages in Legal Services Cases (Large Group Lecture)

12:00-1:30 Lunch and Preparation for Negotiation #3A and #3B

1:30-2:15 Clients: Preparing, Presence, Separation and Expectation (Large Group Lecture)

2:15-2:30 Break

2:30-3:30 **Negotiation #3A** “You’re the Client” (and debrief in small groups)

3:30-3:45 Break

3:45-4:45 **Negotiation #3B** “No, You’re the Client”(and debrief in small groups)

4:45-5:15 Put It in Writing: The Art Of Written Negotiations (Large Group Lecture)

Evening Homework-- **Negotiation #4** “It’s All In The Way You Draft It”

Dinner on Your Own

***Day 3 – Friday, October 16th***

7:45-8:45 Breakfast/Trainer’s Meeting

8:45-9:45 Small Group Session 3 and prepare for Negotiation #5

9:45-10:45 **Negotiation #5** “Tag Team Commercial Lease”

10:45-11:00 Break

11:00-11:30 You: The Negotiator (Large Group Lecture)

11:30-12:15 ABCs of Mediation (Large Group Lecture)

12:15-1:45 Lunch and Preparation for Mediation

1:45-3:15 **Mediation-- Problem #6** “How Old Are You”

3:15-3:30 Wrap Up and Evaluations (Large Group Lecture)