

AIPLA Legal Secretaries and Administrators Conference (LSAC)
July 29-30, 2019

Event Location

American Intellectual Property Law Association
1400 Crystal Drive, Suite 600
Arlington, VA 22202

Day 1

Time	Topic	Speaker(s)
8:45 – 8:55 am (10 min)	Welcome	Jolyn Eley, Acting Administrator for the Office of Stakeholder Outreach and Patents Ombudsman
8:55 - 9:15 am (20 min)	Technology Center Overview <ul style="list-style-type: none"> • Operations 	Derris Banks, TC Director 2600
9:15 – 11:00 (1 hr. and 45 min)	Office of Patent Application Processing	Janice Tippet, Management and Program Analyst
11:00 – 11:15 am (15 min)	Break	
11:15 – 11:45 am (30 min)	Office of International Patent Cooperation <ul style="list-style-type: none"> • Global Dossier Initiative 	Jason Simms
11:45 – 12:15 (30 min)	Petitions	
12:15 – 1:30 pm (1 hr. 15 min)	Lunch	
1:30 – 2:00 pm (30 min)	Financial Manager and Patent Maintenance Fees Storefront (Office of Finance)	
2:00 – 2:30 (30 min)	Office of Data Management	
2:30 -2:45 (30 min)	Break	
2:45 – 3:15 (30 min)	Office of the Commissioner for Trademarks	Robert Lavache, attorney Advisor finding speaker
3:15 – 3:30 (15 min)	Office of Stakeholder Outreach and Patents Ombudsman	Theresa Williams, Management and Program Analyst Office of Stakeholder Outreach and Patents Ombudsman
3:30 – 4:45 (15 min)	Office of Patent Information Management (OPIM) <ul style="list-style-type: none"> • Docx 	Richard Fernandez Matt Young
4:45 – 5:00 (15 min)	AIPLA survey or the end; index cards for questions	
5:00 – 6:00	Welcome Reception	

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Day 2

Time	Topic	Speaker(s)
8:00 – 8:30 (30 min)	Breakfast	
8:30 – 10:30 (2 hrs.)	Office of Patent Legal Administration	
10:30 – 10:45 (15 min)	Break	
10:45 – 11:00 (15 min)	Office of Innovation Development	
11:00 – 11:15 (15 min)	Customer Experience	
11:15 – 11:35 (20 min)	OPESS	Alicia Kelley, Supervisory Program Support Specialist
11:45 – 1:00 (1hr. 15 min)	Lunch	
1:00 -2:15 (1hr. 15)	Overview of Patent Cooperation Treaty (PCT) and Prosecuting International Application (Part 1)	PCT Special Program Examiners <ul style="list-style-type: none"> • Robin Hylton • Harry Kim • Layla Lauchman • Shane Thomas
2:15 – 2:30 (15 min)	Break	
2:30 – 4:30 (2 hr.)	Overview of Patent Cooperation Treaty (PCT) and Prosecuting International Application (Part 2)	(speakers above)
4:30 – 4:45 (15 min)	Closing Remarks and Evaluation	