

JAMES S. BLYTHE

Consultant

Litigation Support Experience

- Designed, implemented, and managed many databases, image collections, and filing systems. Rehabilitated “lost cause” databases.
- Acted as consultant to the firm and clients regarding implementation of technology in various practice areas. Assessed new technology; attended trade shows and product demos, interviewed references, prepared cost / benefit reports for firm or client consideration.
- Coordinated workflow and document organization procedures for litigation support teams. Supervised document clerks and paralegals.
- Managed large document coding projects, supervising up to thirty coders. Developed coding manuals for various projects.
- Developed office-wide format to provide template for creation of new databases. Trained new users and provided ongoing support. Presented demonstration of database concepts to attorney departmental meetings.
- Coordinated communication between multiple co-counsel and in-house corporate counsel. Managed conversion and exchange of data and images among joint defense group with non-compatible systems.
- Solicited, reviewed bids, and recommended outside vendors on large local and Internet-based imaging and coding projects, electronic discovery, trial presentation, and computer forensic searches and review. Managed daily vendor contact and tracked invoicing.
- Extensive high-level client contact.

Litigation Software & Technology Skills

- Lexis-Nexis Certified Trainer and Consultant for Concordance and Concordance Imaging (Opticon).
- Solid user and administrator experience with Concordance, Concordance Imaging (Opticon), iConect, Summation, Sanction, LiveNote, RealLegal Binder, CaseMap / TimeMap, IPRO, JFS Litigator’s Notebook / Lotus Notes, JazzNotes, eRoom, and Adobe Acrobat.
- Experienced in Windows environments and Microsoft Office applications including Word, Excel, Outlook, Access, and PowerPoint.
- VB Script, Visual Basic, HTML / XHTML.

Professional History

- **Prismbase Data Application Consulting** (Los Angeles, CA / Suquamish, WA)
Litigation Technology Consultant Apr. 2003 to Present
Providing litigation technology application training, user and back-end support, vendor management, and related consulting services
- **Munger, Tolles & Olson LLP** (Los Angeles, CA)
Automated Litigation Support Specialist Sept. 2002 to Apr. 2003
Management of two million page, fifty party production from initial subpoenas through trial, administration of several local and Internet-based databases, image collections, and on-line collaborative workspace in coordination with co-counsel
- **Proskauer Rose LLP** (Los Angeles, CA)
Practice Support Applications Specialist / Litigation Paralegal Feb. 1999 to Sept. 2002
Administration of local and Internet-based databases and image collections for various joint defense groups, support of various firm applications, user training, supervision of vendors, organization of document repositories
- **Mission Insurance Companies Trust** (Los Angeles, CA)
Litigation Paralegal Feb. 1991 to Feb. 1999
Multiple reinsurance insolvency litigations, management of in-house document collection and trial preparation
- **C.B. Estrin and Associates, Paralegal Plus** (Los Angeles, CA)
Contract Litigation Paralegal Sept. 1989 to Feb. 1991
Various litigation projects, including Exxon Valdez oil spill
- **Piper & Marbury** (Washington, DC)
Senior Managing Litigation Paralegal Dec. 1987 to Apr. 1989
Environmental litigation relating to Love Canal toxic waste site
- **Finnegan, Henderson, Farabow, Garrett, & Dunner** (Washington, DC)
Litigation Paralegal Nov. 1982 to Nov. 1987
Intellectual property, patent infringement litigation

Education

- M.A., University of Virginia (Charlottesville, VA), 1980
- B.A., Wake Forest University (Winston-Salem, NC), 1978
