



FirstStateChapter

DELAWARE

A Chapter of the Association of Legal Administrators

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Brandywine Creek, August 2019

**ALA FIRST INAUGURAL HALF DAY EDUCATIONAL SEMINAR
SEE PAGE 8 FOR DETAILS**



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www.firststateala.org

President's Message



Four months ago, one of the attorneys at our firm gave me a copy of David McCullough's book on John Adams. I am currently three-quarters of the way through it and have enjoyed many of the passages.

I am particularly struck by the divisiveness between the various framers of our Constitution and Bill of Rights. Adams was a Federalist and

George Washington was non-committal. This left the political organizations of the day in quite opposite thought processes. In fact, Adam's own federalist party was clearly split between him and Alexander Hamilton.

Listening to the conversations and disagreements between Adams, Hamilton and, my personal favorite, Thomas Jefferson would have been a wonder. However, when John Adams retired he expressed his gratitude for the uniform politeness accorded him from all quarters.

Many of these debating points remain today. Clarence Thomas frequently refers to the Federalist Papers even today.

Today, unfortunately, we are advised not to discuss politics. If you want to see a passionate debate, bring up climate change, gender identity, the second amendment or Donald Trump. Instead of a debate of the facts, we get more of what German philosopher Arthur Schopenhauer calls an "unsullied conviction of the worthlessness of another."

As the current president of the First State Chapter of the ALA, I get to witness many strongly held opinions about a course of action for our chapter. As we are attempting to do new programs like the half-day seminar and sending committee members to the ALA's Chapter Leadership Institute I would like to thank the board for continuing to present a competition of ideas in a positive environment.

Garry Quell
First State Chapter President

Upcoming events

October 23rd
Business Partner
Round Table By Invite Only

October 29th
Blood Drive 8:30 to 1:30 in the
lobby of 1201 N. Market Street
https://donate.bbd.org/donor/schedules/drive_schedule/4910

December 3rd
ALA Holiday Party



Bragging Rights

Congratulations to Robert Half who was awarded as one of the 2019 Best Places to Work by Philadelphia Business Journal and was also just named to the Best of the Best 2019 by Professional Women's Magazine.

2019 |

The Association of Legal Administrators has specially designed its events to advance the development of professionals from all walks of law.



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Business Partner Spotlight



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Patrick Hannon, CEO



CLOUDSCALE 365™

Pat has been in the telecommunications and IT service businesses for 26 years. Prior to CloudScale365, Pat was CRO of Global Capacity which managed worldwide networks for Fortune 500 customers globally. Prior to that, Pat was the SVP of Carrier Services for Earthlink, Inc. where his teams serviced customers globally and built a large national network utilized by multiple large carriers today.

CloudScale365 is a national provider of IT Services and Microsoft Gold Partner. We have almost 2400 customers nationwide providing IT solutions to supplement IT staffs, cloud solutions, disaster recovery solutions, Office365, and managed desktop services. Our average customer has been with us 13.5 years, and we constantly win awards for our service level guarantees. We service over 300 law firms nationwide.

CloudScale365 proudly supports Cyber Streets of Delaware, a non-profit children's charity providing laptops to needy kids. We ask clients to donate old laptops and then we wipe them, and ensure all data is removed, and then re-image and donate to the kid's charity on behalf of our clients.

We are spending an enormous amount of time and cycles currently in two areas – 1) Disaster Recovery and mitigating ransomware attacks. 2) Migrating customers from traditional phone systems to VoIP systems.

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First Annual Educational Seminar



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Featured Speakers: Tim Miller, Spencer Smith, and Michael Cohen

Top BP Sponsors: Millicare, Parcels, and Kendrick Graphics



The First State Chapter ALA, would like to give a huge round of applause for the Stars of the Show – YOU!

YOU are the reason we put together our first half-day seminar. YOU are the reason it was a big success!

Thank you again for attending, participating, exhibiting, and interacting with fellow ALA members, guests, business partners, and speakers. It was a pleasure to see you and be a part of the energy.

All the best,

Angie, Page, Brian, Rachel, Christina, Kellie, Joe, and Cathy

PAYROLL INDUSTRY FRAUD

What You Can Do to Prevent It

Payroll-related scams are on the rise. In 2017, the FBI and the Internet Crime Complaint Center identified 17 payroll-related scam cases. By July of 2018, that number had increased to 47, with losses totaling \$1 million. The first step in protecting your business against this rising trend is knowing what to look for:

Payroll Diversion Scams

In this type of scheme, cybercriminals send employees a phishing email that appears to be coming from someone within the organization or from a vendor. These emails often contain links, downloads or surveys that, once activated, enable the cybercriminal to track keystrokes and obtain an employee's login credentials or other Personally Identifiable Information (PII). Once obtained, the cybercriminal uses those credentials to access the employee's payroll account. Increasingly, cybercriminals are sending payroll professionals modified but authentic-looking voided checks and asking for a bank change.

The W-2 Scheme

In this scheme, a cybercriminal posing as the CEO or other top executive will email the HR or Payroll professional and request employee W-2 files via PDF format. Once they receive the pdfs, they are then able to use the information to file fake tax returns to generate fraudulent tax refunds.

What You Can Do

While being aware that fraud exists is an important first line of defense, it simply is not enough. To prevent instances of fraud within your organization, follow these critical steps and communicate them with your employees:

1. Instruct employees to refrain from supplying PII (social security numbers, bank accounts, usernames, passwords, etc.) in response to any email or phone call without verifying who they are communicating with.
2. Instruct employees to hover their cursor over hyperlinks included in emails they receive to ensure the URL is associated with the company it purports to be from. If unsure, the employee should **CALL**, not email, the sender to ensure it is a legitimate request.
3. Apply heightened scrutiny to requests made via email by employees seeking to update or change direct deposit credentials. Verify all changes by a direct **phone call** to the sender.
4. Restrict access to the Internet on systems handling sensitive information, or use Two-Factor Authentication for access to sensitive systems and information.
5. Instruct employees not to open any suspicious email or respond to instruction to download files they are not expecting before verifying with the sender via phone call.

What to Do if Fraud Occurs

The FBI encourages victims to report suspicious or criminal activity to their local FBI office, and file a complaint with the Internet Crime Complaint Center at www.ic3.gov.

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