

TRUST ACCOUNT MANAGEMENT SEMINAR

SEPTEMBER 22, 2023

9:00 - 9:10	Introductory Remarks	Travis Stieren Administrator, OLR Trust Account Program
9:10 - 9:50	Trust Account Basics Purpose of Trust Accounts Types of Accounts Commingling Availability of Funds Prohibited Transactions Overdraft Reporting Annual Certificate & Acknowledgements <i>Question and Answer Period</i>	Travis J. Stieren
9:50 - 10:00	<i>Break</i>	
10:00 - 10:30	Handling Legal Fees and Costs Advanced Fees, Flat Fees & Retainers Withdrawal of Earned Fees from Trust Account Alternative to Holding Unearned Fees in Trust	Timothy Pierce Ethics Counsel, State Bar of Wisconsin
10:30 - 10:50	Record Keeping – Part 1 Overview of Records Maintenance Accounts	Travis Stieren
10:50 - 11:00	<i>Break</i>	
11:00 - 11:30	Record Keeping – Part 2 Record Keeping Step-by-Step Monthly Reconciliations Electronic Record keeping <i>Question and Answer Period</i>	Travis Stieren
11:30-11:50	The Role of Trust Accounts in Increasing Access to Justice	Tehmina Islam IOLTA Program Manager, Wisconsin Trust Account Foundation
11:50 - 12:00	<i>Break</i>	
12:00 - 12:40	Electronic Banking 2023 E-Banking Changes Security Requirements Fees, Reversals, Chargebacks New Operating Account Option	Michele Barlow, AAP, NCP Senior Vice-President, Mid-Atlantic ACH Association/Payments Advisory Resource and Travis Stieren
12:40 - 1:00	<i>Question and Answer Period</i>	



REGISTRATION FORM

TRUST ACCOUNT MANAGEMENT SEMINAR

DATE: Friday, September 22, 2023
TIME: 9:00 a.m. to 1:00 p.m.
CHECK-IN: 8:30 – 9:00 a.m.
LOCATION: Live Online Seminar
CLE CREDIT: 4.0 CLE/EPR Hours

REGISTRATION DEADLINE: September 18, 2023



(PLEASE PRINT)

Name: _____
Law Firm: _____
Address: _____

Telephone: _____
Email: _____

This program is presented free of charge as a service to the members of the State Bar of Wisconsin and their support staff.

Please send this form with no later than **September 18, 2023** to:

OFFICE OF LAWYER REGULATION
110 E. MAIN STREET, SUITE 315
P.O. BOX 1648
MADISON, WI 53701-1648
ATTN: TRUST ACCOUNT PROGRAM
TRAVIS.STIEREN@WICOURTS.GOV