



Executive Director

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Education

Ken Blanchard College of Business,
Grand Canyon University, MBA
WP Carey School of Business,
Arizona State University, B.S.
Hugh Downs School of Human
Communication, Arizona State
University

Wendy has substantial legal industry knowledge and is instrumental in identifying and planning for the changing needs of the Firm. Wendy specializes in process optimization and has extensive experience managing business operations such as finance, human resources, technology, and marketing.

As Executive Director, Wendy manages the business functions as well as the overall operations of the Firm. In addition to general responsibility for financial planning, quality controls, and personnel administration, she specializes in identifying and analyzing complex issues and implementing solutions that contribute significantly to cost-effective management throughout the Firm. As a member of the Firm's management team, Wendy shares responsibility with the Partners for strategic planning, risk management, and Firm development.

She has been with the Firm since 2008.

Professional Affiliations and Civic Involvement

ALA | Association of Legal Administrators

SHRM | Society for Human Resource Management

LAALRA | LA Legal Recruitment Association

CalChamber | HR California

Beverly Hills Chamber of Commerce

AICPA | American Institute of CPAs

LACMA | Avant-Garde

SHE-CAN | Mentor

Certifications

Certified Public Accountant, State of Arizona

Certification in Human Resources Management, UCLA

Yellow Belt Certification, Legal Lean Sigma Process Improvement