WADE DOUGLAS PETERSON, CEDS

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Expert eDiscovery, Litigation Support, and Information Technology professional with combined experience impacting corporate performance through skillful management, orchestration and implementation of solutions. Expertly align IT resources with enterprise objectives on a global level. Reputable for slashing expenditures through practiced negotiation. Outstanding manager and team leader focused on the continuous development and engagement of high performing technical talent. Areas of Expertise:

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eDiscovery • Litigation Support • Process Improvement • Strategic Planning • Budget Formulation
Vendor Relationship Management • Innovative Solutions Design • IT Strategy & Architecture • Applications Design,
Development and Management • Project Management • Cross Functional Team Leadership • Negotiations

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PROFESSIONAL EXPERIENCE

BOWMAN AND BROOKE LLP, Minneapolis, Minnesota • 2009-2014
Bowman is a leading national products liability law firm, with ten offices and over 200 attorneys, representing major auto and medical device manufacturers.

Director of Practice Support: Recruited to create new Practice Support department, operating as a business within a business servicing the needs of the lawyers and clients. Provide litigation support services including eDiscovery; forensics; graphics; custom case management development; document databases, reviews and productions. Recruit and hired staff; create organizational structure; establish software systems, procedures, standards and processes; oversee operations including staff development, sales and marketing to internal clients; prepare quotes for services; review billings

Strategic Enhancements:
- First year of operation – billings exceeded $1 million
- Subsequent years of operation – billings exceeded $2 million
- Implemented BlueArc NAS storage to improve processing performance (64TB)
- Custom executive dashboards for litigation case management developed for several major clients
- Member of Discovery Coordination Group to promote and market eDiscovery services to clients

Operational Enhancements:
- Developed SharePoint management system for department operation (job tickets, reporting, recordkeeping, tracking, chain of custody, knowledgebase, systems and procedures documentation)
- Developed all Standard Operating Procedures (SOPs) for department tasks
- Designed and hired outside developers to create new custom application to streamline productions (BAGGER)
- Advocated, designed position and hired first Graphics Specialist position at the firm, leading to improved marketing, trial and visual graphics for the firm

SHEPHERD DATA SERVICES, Minneapolis, Minnesota • 2006-2009
Shepherd is a leader in the litigation support, imaging and eDiscovery services field. Primary market share focuses on supporting small to mid-size legal and corporate clients.

Director of Information Technology: Recruited at executive level as part of four member management team responsible for moving the business to the next level in its maturity. Re-engineered procedures and standards to streamline business functions related to technology. Managed staff of three (systems administrator, technical support, and forensics/eDiscovery specialist). Implemented new company web site using content management system platform (Joomla). Implemented new daily production status reports; SharePoint; VMware; WORLDOX document management system reseller agreement; configuration and move to new 6,000sf office space. Supported and consulted with clients on the main business product (Summation), along with imaging, scanning, eDiscovery and document processing. Researched and recommended new technology for continued growth. Assist sales team with client proposals and presentations. Revamped CRM system (ACT!), trained staff and implemented mass marketing tools which substantially increased training revenue.

FAEGRE & BENSON LLP, Minneapolis, Minnesota ● 1990-2006
Top 100 law firm specializing in complex transactions and litigations of multinational business entities. Ranked #1 by AmLaw Tech magazine in terms of quality of its technology, 2004. BTI Consulting named Faegre one of the country's most tech-savvy law firms, 2003.

Director of Information Technology: Orchestrated global information technology activities and operations for 1200 users. Managed $10M budget and directed 40 personnel charged with network infrastructure, operations, application delivery, help desk, hardware support, video conferencing, cabling, data center design, budgeting, technology mergers and information processing. Handled vendor relations, negotiations, project management, staff development, technology procurement and temporary office set up. Oversaw daily operations, determined staffing requirements, analyzed workflow, established priorities, developed standards, and set deadlines. Developed and enhanced computer information resources, providing data security, control, and disaster recovery. Evaluated organization's technology needs, recommending improvements and upgrades. Met with department heads, managers, supervisors, vendors and others to solicit cooperation and resolve problems. Developed the firm intranet prototype.

Strategic Enhancements:
- Transformed Company's computing infrastructure by revamping department, forming IT groups, and upgrading obsolete technology and equipment.
- Orchestrated launch of new offices, relocations, and temporary trial offices in Alaska, Washington DC, Des Moines, Denver, Boulder, London, Frankfurt and Shanghai. Enabled seamless IT system integration across locations.
- Negotiated a 70% discount, the highest discount manufacturer ever provided to customer, for Storage Area Network purchase, 2004; saved millions in expenditures.
- Implemented 21,000 sq ft – 17 room Conference Center in Wells Fargo Center equipped with audio, video, and presentation equipment.
- Built technology infrastructure for 200 person multi-purpose room encompassing video control center, multiple projectors and screens, video conferencing and audio capabilities.
- Managed the design, development and implementation of myriad systems and tools comprising in-house litigation support databases and Conflict of Interest systems.
- Researched and established secure workroom for client case comprising fingerprint access, 24x7 video recording, workstation and server data encryption.

Operational Enhancements:
- Delivered virtual collaboration capabilities by pioneering introduction of international/national video conferencing capabilities, remote IT support offices, and 24x7 help desk support.
- Established ITIL Change Management system using InfoPath, Sharepoint, RFCs, CAB reports and Change Management procedures in 3 months.
- Deployed operating system enhancements and upgrades firm-wide.
- Elevated employee engagement while reducing undesired attrition; retained employees an average of 8 years throughout tenure.
- Enabled wireless access capabilities firm-wide for personnel and guest access.
- Implemented end-user walkup scanning functionality, enabling daily scanning of 5000 pages per day; supported conversion to paperless office environment.
- Awards for outstanding leadership in Boulder and London merger implementations.

WEST PUBLISHING COMPANY, St. Paul, Minnesota ● 1976-1990
Provider of legal, regulatory and business information and technology tools.

Manager of Application Architecture (1987-1990): Promoted to manage staff of 5 IT personnel. Formulated design direction and developed techniques for cooperative processing systems using personal computers and IBM mainframe systems. Managed Metaview language and micro-mainframe communication support for systems involving management and text processing. Researched technology.

Strategic Enhancements:
- Initiated and delivered numerous projects and prototypes to completion on time and within budget: *WestCheck* citation checking software program, *Shepards*, Sales Territory Management, Classroom Training, File Management, Mainframe Editing, Bill Tracking and Legislative Statutes processing.
- Improved programmer productivity with introduction of Metaview; supported adoption with design and proliferation of in-house Metaview training program.
- Wrote text editor for 100 PC terminals using micro-mainframe link technology.
- Achieved $250K savings and 20% productivity enhancements over 2 year period.
- Replaced CPT word processing for administrative staff with WordPerfect/LAN system.
- Enhanced and negotiated site license of text editor for use in West's text preparation systems.

Supervisor of Application Development (1980-1987): Charged with development of six online systems. Worked with IT application development groups in Business, Westlaw and Publishing divisions. Oversaw research, design, development and testing of systems. Established operational specifications, formulated and analyzed requirements, and applied proven techniques to deliver innovative results on time and within budget.

System Contributions:
- Designed and successfully developed and implemented the leading citation verification system, *WestCheck* in six months; enabled online citation verification for the legal industry.
- Developed Case Control system that manages all manuscripts received, using ADABAS database management system comprising 15 million records.

EDUCATION
Masters Forum Leadership Program
Carlson School of Management, University of Minnesota

Bachelor of Arts, Organizational Behavior & Communication
Concordia College, St. Paul, Minnesota

Associate of Arts
Metropolitan State Junior College, Minneapolis, Minnesota

Data Processing Certificate
Vocational Technical School, Minneapolis, Minnesota

AFFILIATIONS
Certified E-Discovery Specialist (CEDS)
Member, EDRM (Electronic Data Reference Model), active participant in Native File working group
Developer of "Encapsulated Native File" (ENF) eDiscovery file architecture
Charter Member, ACEDS (Association of Certified E-Discovery Specialists)
Charter Member, Lexmark Legal Advisory Board
Member, Minnesota Legal Administrators Association (former webmaster for www.mlaa-ala.org)
1st IT Director & Former Member, West Online Advisory Board, 1999-2001

TECHNICAL EXPERTISE
Systems:
Windows Server • Exchange • SMS • IIS • SQL • BlueArc • NetApp • ADIC • Banyan VINES • Windows • Ethernet • Cisco • Token Ring • FTP • TCP/IP • HP UX • MVS/XA • TSO/ISPF • CICS • MPLS/T1/ISDN Data links

Languages:
Crystal Reports • HTML • PHP • VBScript • Clarion • MS Access • Pascal • PL/1 • COBOL • RPG • FORTRAN

Products:
Microsoft Office • CaseLogistix • LAW PreDiscovery • Equivio • Early Data Analyzer • Summation • Concordance • IPRO • SharePoint • Joomla • ASP • Hummingbird • WORLDOX • TrackIt • InfoPath • Trend • ACT! • Introspect • InterAction • Blackberry • SurfControl • LANdesk • eCopy • Rightfax • CommVault • Lexmark Document Distributor • Lotus Notes • osCommerce • FolioViews • X.400 e-mail gateways • CompareRite • ADABAS • 3270 API