

RHODE ISLAND WOMEN'S BAR ASSOCIATION MARCH 2021 NEWSLETTER

UPCOMING EVENTS:

Rhode Island PBS Celebrates Women's History Month with six documentaries on intriguing women in various fields and analysis of women's advancement in various industries, including: Carrie Chapman Catt (suffragist), Women in New England Politics, female coaching pioneers, challenges facing head chefs and restaurant owners, women in the legal profession and attorney Grace Day, and the First Women's National Air Derby. More information and air times can be found [here](#).

March 8-10 (Virtual)

ABA Emerging Issues in Health Care Law. Leading health law experts will guide attendees through critical discussions that include the future of federal and state healthcare programs, medical-legal partnerships, prioritizing diversity and inclusion in the industry, big data, AI, and updated Stark information. Registration information [here](#).

Beginning April 7 (Virtual)

Women's Leadership: Adapting and Advocating in a Remote Environment: A four part virtual course taught by female Harvard Law faculty. More information is available [here](#).



MEMBERSHIP HIGHLIGHTS:

Congrats to member and past RIWBA President Krystle Tadesse who was appointed chair of the Rhode Island Judicial Nominating Committee by Governor Raimondo.

Kudos to five of our members: Cassandra L. Feeney, Kathryn M. Rattigan, Victoria M. Almeida, Deborah S. Gonzalez, and Dana M. Horton! Cassandra and Kathryn have been chosen by Rhode Island Lawyers Weekly as Rhode Island's "Up & Coming Lawyers," Victoria has been chosen for the Hall of Fame, Deborah has been chosen as a Lawyer of the Year, and Dana has been chosen as a Leader in the Law. They will be honored in an on-line ceremony on April 8, 2021 at 6:15 p.m. Please note, there is a cost to attend. To register go to:

<https://www.squadup.com/events/2021-rhode-island-excellence-in-the-law>.

Thank you to our members who attended our recent Concepts of Justice in Literature book club meetings! It was great to interact with members in a different capacity and *The Nickel Boys* was a timely and impactful read.

Want to brag on one of your fellow members? Including yourself? Email Jessica Rider at jrider@riag.ri.gov so that we can include those accomplishments in a future edition!

ARTICLES AND RESOURCES OF INTEREST:

To honor Women's History Month, the articles below were selected to reflect on the role of women in today's society, women's health equity challenges and how to enlist allies to advance women's interests.

Black Maternal Health Omnibus Act of 2021 introduced in the House. Aiming to combat the significant health inequities Black mothers face, the [package of bills](#) would fund community organizations and state and local governments working to improve maternal health outcomes, training programs on bias, racism and discrimination in maternity care settings, and related initiatives. (*The Hill*)

Access to doula care can save black lives. Advocates are calling out the need for laws to support Medicaid and private insurance coverage/reimbursement so that vulnerable populations of women can afford privately paid doulas and the doula profession can attract candidates of color.

- An "[Issue Brief](#)" published by the National Partnership for Women and Families explains federal Medicaid regulations that opened the door for state Medicaid programs to cover doula services.
- Recent bills that address Medicaid and/or private insurance reimbursement for doula care and/or larger issues of maternal care were introduced in [Rhode](#)

[Island](#), Connecticut, and Massachusetts, before the pandemic stalled state legislative activity. (Providence Journal)

- Pro bono lawyers have also taken up the issue nationally, with the National Health Law Program website explaining: "Douglas can also help reduce the impacts of racism and racial bias in health care on pregnant women of color by providing individually tailored, culturally appropriate, and patient centered care and advocacy." More information [here](#).

Health Equality vs. Health Equity. Health [equity](#) entails a customized distribution of resources and opportunities. (*American Medical Women's Association*)

GovTrac: All Congressional bills related to women's health can be tracked [here](#).

Primal Scream: The state of being a mother in a pandemic with a lack of societal [support](#). (*NY Times*)

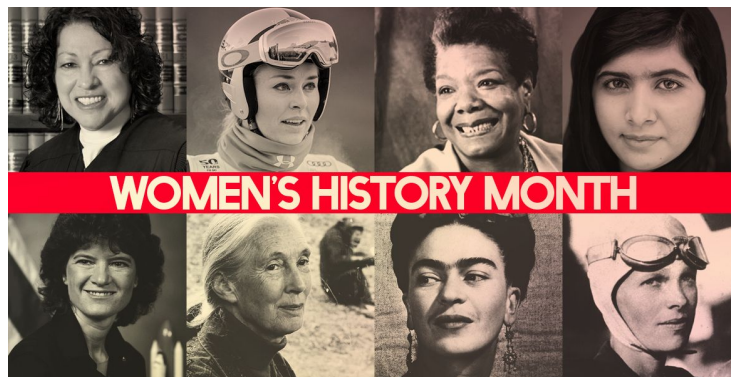
Zoom Fatigue and Nonverbal Overload. Presenting [four arguments](#) outlining how various aspects of the current Zoom interface likely lead to psychological consequences. (*American Psychological Association*)

A new report from the ABA Commission on Women in the Profession called "[Men in the Mix: How to Engage Men on Issues Related to Gender in the Legal Profession](#)," looks at how male colleagues can become allies in the ongoing journey to reach gender equity. (*ABA*)

Women's History Month: [Movies and TV Shows](#) to "uplift and inspire." (*CNET*)

Why is Women's History Month in March? An interesting and quick [lesson](#). (*Oprah*)

Have a valuable article or resource for our membership? Email Leigh Furtado at LFurtado@heklawllp.com to add it to next month's edition!



EMPLOYMENT OPPORTUNITIES:

Pro Bono and Experiential Learning Coordinator, Roger Williams University School of Law. Under the direction of the Director of Pro Bono and Community Partnerships, and the Associate Director for Pro Bono Programs, the Pro Bono and Experiential Learning Administrator coordinates and administers essential programs of the Feinstein Center for Pro Bono and Experiential Learning (the Center). Primary responsibilities include administrative management/support for all programs, maintenance of databases and website, and office management. This position also works closely with the Dean of Experiential Education to help coordinate the application and decision-making process for offered programs. More information available [here](#).

Massachusetts Department of Housing & Community Development: Assistant Deputy Chief Counsel. DHCD's mission is to strengthen cities, towns and neighborhoods to enhance the quality of life of Massachusetts residents by providing leadership, professional assistance and financial resources to promote safe, decent affordable housing opportunities, economic vitality of communities and sound municipal management. See job description at end of this newsletter for more information.

Massachusetts Department of Housing & Community Development: Office Manager - Legal Division. The Office Manager provides support to the Chief Counsel's office by tracking and evaluating operational aspects of the Office of the Chief Counsel. See job description at end of this newsletter for more information.

Are you hiring? Know someone looking for a top-notch applicant for an open position? Email Leigh Furtado at LFurtado@heklawllp.com to add an opportunity to our employment section!

MONTHLY MEMBER SPOTLIGHT:

The Monthly Member Spotlight is your cheat sheet to the incredible women who are your fellow RIWBA members. Keep an eye on your inbox, because you might be next!

This month, we are delighted to spotlight **JOELLE ROCHA**, a PARTNER at DUFFY & SWEENEY, LTD. Read on to learn more about Joelle!

Any good work from home tips?

1. Don't eat all the snacks in the house;
2. Make sure your Cat filter is off;
3. (Attempt to) have your child occupied/entertained for Court hearings/meetings so she doesn't sing in the background or make an appearance (my lawyer moms can relate)



If we peeked into your fridge, what would we see? Too much food. I food prep for the week enough to feed a small army.

What is one goal you'd still like to accomplish in your lifetime? Everyone in this practice wants to be a great lawyer, and I do as well, but my primary goal is to be a good role model for my daughter.

Where is your favorite place in the world? The beach.

What was the best concert/play you ever attended? Last February, pre-COVID, I was fortunate enough to see Hamilton on Broadway from the third row!

In fifty words or fewer, describe what you want other RIWBA members to know about your practice: I am a partner with Duffy & Sweeney, Ltd. with a primary focus on real estate development and land use. I also represent clients in land use litigation, business disputes and general commercial litigation. Additionally, I was appointed to the receivership panel in Superior Court

NEXT MONTH'S ISSUE:

Have something you would like to see in the next newsletter? Let us know by March 30th to include it in the latest edition. And as always, thanks for reading!

Leigh Furtado, Jenna Giguere, Jessica Rider, Stephanie Simon & Sam Vasques

RIWBA Newsletter Committee

Assistant Deputy Chief Counsel - (210001OZ)

Official Title: Program Manager Specialist V

Functional Title: Assistant Deputy Chief Counsel

Primary Location: United States-Massachusetts-Boston-100 Cambridge Street

Job: Legal Services

Agency: Department of Housing & Community Development

Schedule: Full-time

Shift: Day

Job Posting: Feb 18, 2021, 9:36:04 AM

Number of Openings: 1

Salary: \$38,067.12 - \$96,429.86 Yearly

Bargaining Unit: M99-Managers (EXE)

Confidential: No

The Assistant Deputy Chief Counsel reports to the Chief Counsel and Deputy General Counsel in the Department of Housing and Community Development's Legal Division which is comprised of a staff of 25. The Assistant Deputy Chief Counsel, provides supervision of Office of General Counsel staff, provides agency-wide legal guidance on procurement related issues, develops agency policies and procedures relating to technology contracts and data sharing agreements, reviews and analyzes proposed state legislation and inter-agency policy initiatives, assists the Chief Counsel in preparing information and analysis requested by Executive Office of Housing and Economic Development (EOHED) and/or legislative committees, and handles legal tasks related to DHCD programs. The Assistant Deputy Chief Counsel also provides supervision of special projects that interface with multiple departments and organizations and require administrative supervision to ensure that deadlines and reports are met.

Major Responsibility Areas include:

1. Provide agency-wide legal guidance on procurement related issues, including development of policies and procedures and advice on specific programs and projects. Coordinate with Operational Services Division (OSD) and DHCD's procurement officer(s). Draft and review procurement documents including Request for Responses (RFRs), due diligence postings and justification for emergency contracting.

2. Develop agency policies relating to technology contracts and data sharing agreements. Provide agency-wide legal support for data sharing issues such as data warehouses, governance documents, Memoranda of Understanding (MOUs), releases, and nondisclosure agreements, including drafting and review of documents and agreements relating to specific projects and programs as well as development of standard operating procedures.
3. Develop agency-wide policies and procedures relating to compliance with state and federal financial controls. Review contracts for procurement compliance, and for state and federal program compliance.
4. Supervise staff of the Office of General Counsel. Duties include providing functional direction to legal staff and executive personnel. Assign work, provide guidance and feedback related to policy direction, and review performance for accuracy and conformance to laws, regulations, policies and agency procedures. In addition, provide supervision to interns, non-legal professionals, support staff and/or other personnel as needed and assigned to ensure best practices and that all assignments are on target.
5. Other Administrative duties.

PREFERRED QUALIFICATIONS:

1. 1. A member in good standing of the Massachusetts Bar.
2. 2. At least 5 years' experience practicing law with a concentration in government procurement and contracting and/or technology contracts.
3. 3. Demonstrated experience in handling complex procurement and contracting issues.
4. 4. Demonstrated expertise related to data sharing issues, particularly as they affect data sharing agreements by public agencies.
5. 5. Expertise in state and federal procurement and contracting requirements and financial controls.
6. 6. At least 3 years' experience supervising other attorneys and working on collaborative teams.
7. 7. Demonstrated expertise in analyzing and interpreting statutes, regulations, and administrative guidance.
8. 8. Demonstrated knowledge of federal/state laws, rules, regulations, policies, and procedures governing procurement and contracting.
9. 9. Demonstrated ability to communicate effectively in written and oral expression.
10. 10. Must be thorough and detail-oriented, and maintain accurate records.
11. 11. Excellent analytical and pro-active problem solving skills, including creative and thoughtful approach to problem-solving, consensus building, and conflict resolution.
12. 12. Experience that evidences the ability to independently determine specific tasks needed to accomplish an assignment; to prioritize work; complete

assignments in a timely and satisfactory manner, coordinate competing interests to carry out multiple assignments simultaneously while working under time constraints.

- 13.13. Experience that evidences willingness and ability to exercise initiative and respond rapidly and responsibly to unanticipated events, issues and inquiries.

MISSION STATEMENT:

Department of Housing and Community Development (DHCD) is within Housing and Economic Development Secretariat and its work touches the lives of all Massachusetts residents. DHCD's mission is to strengthen cities, towns and neighborhoods to enhance the quality of life of Massachusetts residents by providing leadership, professional assistance and financial resources to promote safe, decent affordable housing opportunities, economic vitality of communities and sound municipal management.

COMMENTS:

Please attach a resume, cover letter and writing sample with your application.

Salary placement is determined by years of experience and education directly related to the position and the Human Resources Division's Recruiting Guidelines.

Education, licensure and certifications will be verified in accordance with the Human Resources Division's Hiring Guidelines. Education and license/certification information provided by the selected candidate(s) is subject to the Massachusetts Public Records Law and may be published on the Commonwealth's website.

PRE-OFFER PROCESS:

A background check will be completed on the recommended candidate as required by the regulations set forth by the Human Resources Division prior to the candidate being hired.

QUALIFICATIONS:

MINIMUM ENTRANCE REQUIREMENTS:

Applicants must have at least (A) five (5) years of full-time or, equivalent part-time, professional, professional internship, administrative, supervisory, or managerial experience in a particular specialty (i.e. scientific, professional, or technical) and must possess current license and/or registration requirements established for the performance of the position or (B) any equivalent combination of the required experience and substitutions below.

Substitutions:

- I. A certificate in a relevant or related field may be substituted for one (1) year of the required experience.

II. A Bachelor's degree in a related field may be substituted for two (2) years of the required experience.

III. A Graduate degree in a related field may be substituted for three (3) years of the required experience.

IV. A Doctorate degree in a related field may be substituted for four (4) years of the required experience.

If you have Diversity, Affirmative Action or Equal Employment Opportunity questions or need a Reasonable Accommodation, please contact Diversity Officer / ADA Coordinator: Marjorie Lalli - 6175731254

An Equal Opportunity / Affirmative Action Employer. Females, minorities, veterans, and persons with disabilities are strongly encouraged to apply.

HOW TO APPLY:

Apply online at <https://massanf.taleo.net/careersection/ex/jobdetail.ftl?job=210001OZ>

Office Manager, Legal Division - (210001PV)

Official Title: Administrator IV

Functional Title: Office Manager, Legal Division

Primary Location: United States-Massachusetts-Boston-100 Cambridge Street

Job: Legal Services

Agency: Department of Housing & Community Development

Schedule: Full-time

Shift: Day

Job Posting: Feb 18, 2021, 4:58:18 PM

Number of Openings: 1

Salary: \$35,247.68 - \$66,000.00 Yearly

Bargaining Unit: M99-Managers (EXE)

Confidential: No

The Office Manager reports to the Chief Counsel in the Department of Housing and Community Development's Legal Division which is comprised of a staff of 25. The Office Manager provides support to the Chief Counsel's office by tracking and evaluating operational aspects of the Office of the Chief Counsel (OCC); acting as office manager; undertaking research, analysis and/or drafting correspondence in connection with issues and initiatives assigned to the OCC; and following up, directly or in collaboration with other OCC or agency personnel, on matters related to inquiries from elected officials, agency staff and/or other constituencies. The Office Manager is responsible for supervising the gathering, compiling, analyzing and reporting of data related to affordable housing programs. The Office Manager is also responsible for coordinating legal tasks related to special projects and programs such as the Eviction Division Initiative (EDI), coordinating across divisions and with Executive Office of Housing and Economic Development (EOHED) regarding legislative and budget issues, and assisting with scheduling.

Major Responsibility Areas include:

1. Oversee operational aspects of the Office of the Chief Counsel including handling confidential communications, tracking and monitoring Chief Counsel initiatives, assisting with legislative and budgetary issues, providing support and assistance with

promulgating regulations, coordinating schedules, appointments and bookings, providing updates to Chief Counsel on the status of initiatives, and acting as office manager.

2. Gather, analyze and report data related to affordable housing programs.
3. Conduct research and analysis of regulatory and legislative policy topics to inform important decisions within the Office and agency.
4. Prepare drafts of letters, memoranda, briefings and other documents on behalf of the Chief Counsel, as well as review drafts prepared by other Office personnel. Liaise with other divisions/agencies/groups and coordinate related administrative and other tasks.
5. Respond to sensitive phone calls and provide rapid response to unanticipated events, issues or inquiries.

PREFERRED QUALIFICATIONS:

1. 1. Strong academic credentials.
2. 2. Excellent oral and written communication skills.
3. 3. Experience that evidences excellent analytical skills and pro-active problem solving skills.
4. 4. Excellent interpersonal skills both over the phone and in person.
5. 5. Strong computer knowledge and skills including, at a minimum, Microsoft Word, Excel, Access and Power Point.
6. 6. Experience that evidences ability to independently determine specific tasks needed to accomplish an assignment; to prioritize work; to complete assignments in a timely and satisfactory manner; and to carry out multiple assignments simultaneously.
7. 7. Ability to maintain accurate and thorough records and files.
8. 8. Ability to exercise discretion in handling confidential material.
9. 9. Experience that evidences willingness to exercise initiative and to respond rapidly and responsibly to unanticipated events, issues and/or inquiries.
10. 10. Three years of relevant and progressively responsible experience in a professional office setting, is preferred.
11. 11. Experience importing, exporting, organizing and manipulating data, including analyzing data sets, and running query reports.

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Please upload resume and cover letter.

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QUALIFICATIONS:

MINIMUM ENTRANCE REQUIREMENTS:

Applicants must have at least (A) four (4) years of full-time or, equivalent part-time, professional, professional internship, administrative, supervisory, or managerial experience in business administration, business management, public administration, public management, clinical administration or clinical management or (B) any equivalent combination of the required experience and substitutions below.

Substitutions:

I. A certificate in a relevant or related field may be substituted for one (1) year of the required experience.

II. An Associate's degree in a related field may be substituted for one (1) year of the required experience.

III. A Bachelor's degree in a related field may be substituted for two (2) years of the required experience.

IV. A Graduate degree in a related field may be substituted for three (3) years of the required experience.

V. A Doctorate degree in a related field may be substituted for the required experience.

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