



# Meet The “C.O.O. To Go™” for Small to Mid-Sized Law Firms

Marcia W. Wasserman President

At Comprehensive Management Solutions, Inc., we’re focused on just one thing: helping small to mid-sized law firms operate more efficiently, effectively, and profitably. We take the heavy lifting of operations and administration off the plate of Managing Partners, and let them get back to the practice of law.

- ◆ Practice Management Consulting
- ◆ Project Management for Start-ups
- ◆ Financial/Profitability Analysis
- ◆ Operational and HR Administration
- ◆ Relocation Project Management
- ◆ Operational Reviews
- ◆ Manager Mentoring
- ◆ Merger Consulting

## WHAT SETS US APART

Two things set Comprehensive Management Solutions, Inc. apart. First, we have the experience it takes (more than 20 years) to know how to run a successful law firm. Second, in addition to the amount of our experience, we have a broad depth of expertise. We’ve worked with small “start-ups” as well as national firms, and we’ve served as C.O.O. for them. We know what it takes to operate a successful and profitable law firm.

Whether you have a specific administrative need or on-going consulting to keep your operations running smoothly, Comprehensive Management Solutions, Inc. can be your partner in creating a more successful law firm.

*“I was enormously impressed with Marcia’s breadth of knowledge and expertise on all areas of firm management, including budgeting, personnel management, strategic planning, marketing, and practice group operations.”*

Mary Powers Antoine, Partner  
Nossaman LLP

*“I’ve had the pleasure of working with Marcia on several projects. Her communication skills are top-notch exceeded only by her humor and her insight. Marcia is the ideal coach, trainer, educator and speaker. She can make the complex seem simple and the obscure seem obvious.”*

Faye Brewster Brown, Executive Director  
Chang, Ruthenberg & Long PC



COMPREHENSIVE  
MANAGEMENT SOLUTIONS, INC.

19543 Mayall Street | Northridge, CA 91324  
818.885.9080 | [www.comprehensivemgmt.com](http://www.comprehensivemgmt.com)  
[mwasserman@comprehensivemgmt.com](mailto:mwasserman@comprehensivemgmt.com)



# A Managing Partner's Best Resource

Marcia Watson Wasserman has more than 25 years of experience in human resources, general operations, and administrative management consulting. She was previously employed as C.O.O. and Executive Director of several major local and national law firms.

Her expertise includes business formations and relocations; succession planning; cash flow projections and financial management reports; recruitment; compensation and benefits administration; development of employee handbooks and job descriptions; strategic planning; retreat facilitation; marketing strategy and management training programs.

## Certifications:

- ◆ Executive Program in Management, UCLA Anderson Graduate School of Management
- ◆ Certificate in Legal Administration, University of San Diego
- ◆ Certificate from Advanced Legal Management Institute, UCLA Anderson Graduate School of Management

## Current & Past

### Memberships/Affiliations/Awards:

- ◆ Fellow—College of Law Practice Management
- ◆ Chair and Facilitator—Managing Partners Roundtable
- ◆ Life Member—Greater Los Angeles Chapter of the Association of Legal Administrators
- ◆ Life Member—Association of Professional Law Firm Managers
- ◆ Board of Governors Award—Beverly Hills Bar Association
- ◆ Member of Board of Directors and Chair of Strategic Planning Committee, Arthritis Foundation/Pacific Region
- ◆ Former Advisor on the State Bar of California's Law Practice Management and Technology Section Executive Committee
- ◆ Former Co-Chair of the Managing Partners Forum for the Beverly Hills Bar Association
- ◆ 2006 Leadership Award, Arthritis Foundation/Pacific Region
- ◆ 2002 Distinguished Service Award, Arthritis Foundation/Pacific Region

Attorneys should call Comprehensive Management Solutions, Inc. when:

- ◆ They start their own firm;
- ◆ They are considering a merger with another firm;
- ◆ They want to improve profitability;
- ◆ They want more time to practice law; and/or
- ◆ They are going through a personnel, location, or strategic transition.

*"I have known Marcia for 15 years and she is the best in the business. She is smart, diligent, a tireless worker, and understands all the issues unique to law firms."*

Clay Hammerstein, Executive Vice President  
CB Richard Ellis

*"For the past 15 years, Marcia has guided and mentored me as the managing partner of our firm as we have grown from 4 attorneys to 16 attorneys."*

Steven Mindel, Managing Partner  
Feinberg Mindel Brandt & Klein LLP



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