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Meeting summary for Mary Sellmyer's Zoom Meeting (03/18/2025)

Quick recap

Drew Vaughn presented on the efficiency of small law offices using AI, discussing its various applications, limitations, and advancements. He also addressed the ethical implications and practical applications of AI in law firms, and presented a sample AI policy for law firms. Lastly, he discussed the potential of automation tools for streamlining tasks and improving efficiency, emphasizing the importance of using AI responsibly.

Next steps

- Attendees to review and consider implementing an AI policy for their law firms based on the template shared by Drew.
- Attendees to explore Zapier for automating repetitive tasks in their law practices.
- Attendees interested in AI-assisted marketing to try the prompts shared by Drew for creating social media content calendars.
- Attendees to consider using tools like blogging machineio for SEO-optimized content creation.
- Attendees to exercise caution and always verify AI-generated information, especially for case law and legal advice.
- Attendees interested in further AI discussions to attend the upcoming Solo and Small Firm Conference where Drew will be speaking.
- Bar Association to continue discussions on the ethical implications of AI-powered legal information tools for pro se litigants.
- AI Committee to further define the line between providing information and legal guidance in AI-powered tools.

- Attendees to explore 11labs for converting written content to audio for more efficient review of documents.
 - Attendees to investigate Google's notebook Lm for creating summaries and podcasts of legal documents.
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Summary

Small Law Office Efficiency With AI

Drew Vaughn presented on small law office efficiency using AI. Mary and Brendan facilitated the meeting, ensuring that the presentation was recorded and that questions were handled as they arose. The meeting also included announcements from the Mclean County Bar Association, such as award nominations and a social event.

AI Applications and Generative Intelligence

Drew, a former law school professor and marketing expert, discussed the concept of artificial intelligence (AI) and its various applications. He explained that AI falls into three core buckets: automation, generative, and general artificial intelligence. Drew also shared his background in law, marketing, and cybersecurity, highlighting his experience in creating algorithms and his interest in AI. He emphasized that AI has been around for over a decade, with the first AI program passing the Turing test in 2014. Drew also mentioned his work in developing a tool that could identify social media data and its implications for marketing and cybersecurity.

AI Limitations in Case Law Research

Drew discussed the concept of AI and its limitations, particularly in relation to case law. He explained that AI, like ChatGPT, uses a large language model to process and generate responses based on the data it has been trained on. However, this model is not perfect and can lead to hallucinations or incorrect responses. Drew emphasized that AI should not be used for case law research, as it can produce inaccurate or misleading information. He cited a study from Stanford that found error rates of 17% to 33% in AI case research. Drew advised treating AI for case law research as if it were the worst law clerk, requiring thorough verification of the information provided.

AI Advancements and ChatGPT Pro

Drew discussed the advancements in AI, particularly in the last six months. He highlighted the release of OpenAI version 0.1, which has enhanced reasoning

capabilities, scientific abilities, and the ability to perform math. This new version of ChatGPT can now accurately perform maintenance calculations under Illinois law, a task it previously struggled with. Drew also mentioned the introduction of a pro tier for ChatGPT, which is aimed at tech-savvy individuals like himself. He predicted that AI agents will be able to access various tools and perform tasks with ease within the next year or six months.

AI Policy for Law Firms

Drew discusses the ethical implications and practical applications of AI in law firms. He emphasizes the importance of verifying all AI-generated information, obtaining informed consent from clients, maintaining confidentiality, and exercising independent judgment. Drew presents a sample AI policy for law firms, which includes appointing an AI ethics officer. He addresses concerns about using tools like Grammarly, stating that it's generally acceptable without informing clients. Drew also mentions that ISBA Mutual has shared the draft AI policy as a good starting point for firms considering AI implementation.

AI in Legal Practice Efficiency

Drew discusses various ways AI can be used to improve efficiency in legal practice. He suggests using the 11 Labs app to have emergency petitions read aloud during commutes, making that time billable. He also recommends using Google's Notebook LM to generate summaries and podcasts about legal cases. Drew introduces the concept of retrieval augmented generation, creating a custom AI focused on specific legal documents like Illinois divorce laws. He demonstrates how this can be used to answer questions about divorce law without providing legal advice. Drew explains how to create custom GPTs using ChatGPT and discusses using AI for marketing purposes, including generating social media content and improving SEO. He addresses concerns about Google punishing AI-generated content, stating that Google now allows it as long as it's helpful and not misleading.

Automation Tools for Efficiency

Drew discussed the potential of automation tools, specifically Chat GPT and Zapier, for streamlining tasks and improving efficiency. He emphasized the importance of using AI responsibly, particularly when handling confidential information. Mary thanked Drew for his insights and shared his contact information for further questions. The conversation ended with Drew mentioning his upcoming speaking engagements at the Solo and Small Firm Conference.

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Best,

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