



**LIZ GROOM**  
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## BIOGRAPHY

Liz Groom brings nearly 25 years of diverse experience in the computer industry to her role as Director of Information Systems. Since joining McAfee & Taft in 2000, she has been responsible for leading the firm's technology efforts; directing the strategic planning, implementation and support of all technology and information needs; and upgrading and integrating systems which have enabled attorneys and support personnel to provide more efficient and responsive service to clients. She is credited with developing the firm's Information Systems department from its early technological beginnings with a single mainframe server to an advanced system that rivals those of some AMLAW 100 firms.

As a member of the Firm's E-Discovery and Records & Information Management team, Liz also assists clients with developing comprehensive records management systems as a way to improve operational efficiency, reduce the sizable cost of storing physical files and electronic records, achieve greater access to useful data, and lower the the cost of responding to e-discovery. Much of her work is concentrated in the areas of life-cycle planning for the creation, use, retention and destruction of records; inventorying and structuring valuable data; and developing formal policies and procedures for efficiently managing prolific amounts of stored information.

Liz graduated *magna cum laude* from the University of Central Oklahoma with a bachelor's degree in computer science and a minor in accounting. She began her career as an application and software developer for AT&T and later gained extensive experience in financial systems, technology conversions and project management while working as an independent consultant for 14 years.

The frequent speaker and author on technology-related subjects is an active member of the International Legal Technology Association (ILTA, formerly LawNet), ARMA International, ISACA and the Association of Legal Administrators, serving as the Oklahoma City LawNet volunteer city representative and as a member of the ILTA Microsoft Peer Group Steering Committee and the ALA's Vendor Relations Committee.

Active in the community, Liz serves as the team captain of the Festival of the Arts' production committee and is a volunteer and advisory board member for the Redbud Classic. In recent years, she has also served on the board of directors for the Redbud Classic, tutored students at Gatewood Elementary School, served as director of the Oklahoma Bicycle Society (OBS) Streak benefiting local charities, volunteered for Rebuilding Together's Christmas in April workday event, and spearheaded the firm's efforts to collect donations of food, clothing, cash and toys for the Christmas Connection.