



## **Audrey P. Simes**

### **Legal Process Solutions Manager**

1400 Wewatta Street

Suite 600, Denver, CO USA 80202

t 303.607.3360

asimes@ktslaw.com

### **Services**

E-Discovery

Audrey is a Legal Process Solutions Manager with Kilpatrick's LitSmart® E-Discovery Team. Audrey focuses her expertise on legal operations management, workstream efficiencies, organization optimization and process improvement. Audrey specializes in customized client-centric legal project solutions, goals and initiatives where technology and automation are at the forefront of cultivated legal care. She has experience designing optimized litigation and corporate project databases to integrate technology, leverage software functionality and legal project management tools and modalities. Audrey has developed multiple automation tools for clients to organize and manage large-scale subpoena departments, practice operations, program and project management, corporate law and policy administration, and more, to deliver strategic business value. Notably, Audrey created an innovative intelligent automation bot for a client that replicated hundreds of human manhours and tedious, manual tasks, providing tangible cost savings to the client and allowing the in-house legal team to focus its time and attention on more substantive and valuable tasks.

With over 26 years of experience, Audrey has experience working on large-scale cases in multiple areas of law, including patent and trademark infringement, trade secrets misappropriation, contract matters, insurance, corporate criminal exposure and defense, and Workers' Compensation defense. Audrey has developed innovative, collaborative approaches to e-discovery for clients that minimize costs and reduce risk. She regularly manages document review teams, conducts in-depth fact and expert discovery, and provides legal strategy support to counsel, with the use of technology. Audrey also works directly with case team members, clients, experts, and review teams to create and implement effective project design, review protocols, and SOPs.

Previously, Audrey worked as lead litigation paralegal in Kilpatrick's Denver office providing case management direction and day-to-day best practice standards for multiple district and federal court intellectual property matters. She has coordinated numerous hearings and trials in state, federal, and government jurisdictions, including the International Trade Commission. Audrey previously supported several Chicago-based law firms and consulted in the areas of Human Resources, legal recruiting and training, as well as business intelligence.

Audrey has been a volunteer student teacher at two community colleges' Paralegal Studies programs and an informal speaker at ABA-sponsored paralegal studies and paralegal association events. She has also been actively involved in event coordinating for continuing legal education events, Association of Corporate Counsel annual meetings, and Illinois Paralegal Association annual education workshops. She currently serves as a member of Women in E-Discovery chapters and CLOC's Legal Project Management Committee. Audrey also serves as a Board Advisor for the Women in Leadership Program at the University of Colorado.

## **Education**

DePaul University B.A. (2009) Legal Studies

Harper College A.S. (2007) Paralegal Studies

CLOC Academy (2025) Executive Certificate in Foundations of Legal Operations

CLOC Academy (2025) Executive Certificate in Business Intelligence

CLOC Academy (2025) Executive Certificate in Strategic Planning

CLOC Academy (2026) Executive Certificate in Program and Project Management

CLOC Academy (2026) Executive Certificate in Program and Project Management

CLOC Academy (2026) Executive Certificate in Organizational Optimization and Health

University of Colorado (2023) Executive Certificate in Women in Leadership

University of Denver (2026) Lean Six Sigma Green Belt Trained

## **Professional & Community Activities**

Corporate Legal Operations Consortium (CLOC)

- Legal Project Management Committee, Member

- Legal Project Management Fundamentals Workstream, Member

- Matter Lifecycle Management Workstream, Member

- Regional Leader for CLOC Colorado

- CGI 2026 Proposal Review Panel

Denver Chapter of Women in E-Discovery (WiE), Member

Denver Chapter of ChIPs Network, Member

Lambda Epsilon Chi, National Paralegal Honor Society, Member

University of Colorado, Women in Leadership Program, Board Advisor