

Maier, Markey & Menashi LLP teams up with Westchester ARC on digitization project

By making use of a document-management system, White Plains, NY-based Maier, Markey & Menashi LLP has improved the operation of its business and delivered new value to its customers. It's also put developmentally disabled people from their community to work.

Maier, Markey & Menashi LLP is not only using Marex Group's FileBound document-management software to create electronic invoices and other financial documents. It's also digitizing stored documents and eliminating some of the need for long-term physical storage space. Maier, Markey & Menashi LLP is working with Westchester ARC to handle digitization of those documents.

Westchester ARC (WARC) is a Westchester County, NY-based nonprofit organization founded in 1949 that provides individuals with developmental disabilities an opportunity to contribute in the workplace. "Westchester ARC has a service called eDocNY that performs document scanning, microfilming, document destruction and more", explains Linda Warner, director of career and business opportunities for Westchester ARC, White Plains, NY.

Maier, Markey & Menashi LLP currently has six Westchester ARC personnel employed in document preparation and imaging (or digitization). That work

dovetails with similar projects in courts and law firms. "These are folks that have no vested interest in looking at the documents," Warner explains. "They're trained in terms of confidentiality and proper procedures. We send in a team of people with and without disabilities, and we match each person to the skill level required" for a particular function.

Warner says Westchester ARC strongly values the relationship it has built with Maier, Markey & Menashi LLP since being selected to work in the digitization project. "They've been tremendously supportive, there's been a lot of good dialogue and they are very involved in this project," Warner says. "We're most appreciative of the opportunity, but also of the way the process is being conducted."

Westchester ARC's personnel perform high-quality work. "Their document preparation and attention to detail is very impressive," says Mark Lacerra, director of technology for Maier, Markey & Menashi LLP. "It made perfect sense for us to outsource that part of the project to WARC given their proven track record. They took complete ownership of the document preparation and scanning and have exceeded our expectations."