

Tanya Duprey

Chief Administrative Officer

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Tanya Duprey is the Chief Administrative Officer at Tarter Krinsky & Drogin. As a member of the senior management team, she is responsible for the direct supervision of the firm's office operations, Information Technology (IT) and risk management departments, including malpractice, risk policies, and conflicts management. Working closely with the managing partner, she provides oversight of all cross-departmental initiatives, including technology integrations, lateral partner transitions, high-level facilities management, talent acquisition and records management. She collaborates closely with her counterparts in accounting, human resources, IT and marketing and business development to ensure a cohesive and holistic approach to the firm's administrative programs.

Having been with the firm since its inception, Tanya has played a central role in growing the firm from six attorneys across three practice areas in 2001, to a mid-sized full-service firm serving both domestic and international clients.

Tanya has managed large-scale system implementations, including more than 25 major IT initiatives, the relocation of the firm to a 17,000+ square foot space and the subsequent expansion to an additional 20,000+ square foot space. She also leads the firm's disaster recovery and business continuity programs, addressing issues such as disaster preparedness, cyber security, and remote work policies and processes. Additionally, she works with our clients to address privacy concerns as they relate to GDPR, CCPA and other data processing issues.

Tanya served as the 2017-2018 President of the New York City Chapter of the Association of Legal Administrators. The ALANYC is a non-profit organization dedicated to serving its near 400 members with high-quality ongoing education in legal management and provides a valuable networking forum for law firms of all sizes across NYC and nationally. As President, she oversaw the overhaul of the chapter's website and member management portal, revamped the organizational structure of the Board and rebranded and redesigned the chapter's newsletter. Prior to her term as President, Tanya served on its Board of Directors for 3 years.

In addition to authoring and co-authoring articles such as, "Creating the "Big" Small Firm," and "Lateral Partner Recruiting: Practical Advice for Strategic Growth", she speaks on a range of topics, including responding to client RFPs and the do's and don'ts of cyber liability insurance.

Tanya currently serves on her daughter's elementary School Leadership Team where she focuses on helping the school and families develop "smart IEPs" and launched a program called, Remote Students Connect, designed to help the families of students learning remotely connect after school.

Education

- Berkeley College (B.A., *summa cum laude*)

Professional Affiliations

- Association of Legal Administrators
- Association of Legal Administrators New York City Chapter, Past President

Insights

January 21, 2020

Alan Tarter and Tanya Duprey Featured in Am Law Mid-Market Report on Mid-Market Cross-Selling and Servicing: A Proactive Education Program Is Key

December 9, 2019

Alan Tarter and Tanya Duprey Featured in Am Law Mid-Market Report on Lateral Partner Recruiting: Practical Advice for Strategic Growth