

Sheila R. Phillips

e-DAT Senior Staff Lawyer

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OVERVIEW

Sheila Phillips is a senior staff lawyer in the firm's e-Discovery Analysis and Technology (e-DAT) practice group, a dedicated, firmwide practice that leverages advanced technology—including predictive analytics, technology-assisted review (TAR), and AI-driven tools—to deliver efficient, cost-effective solutions for complex matters. Sheila advises clients on all aspects of electronic discovery, focusing on strategies that optimize workflows, reduce review volumes, and promote collaboration across legal teams.

Sheila manages all stages of the discovery process, including identification, preservation, collection, processing, review, and production. She serves as lead staff lawyer on matters involving complex commercial and antitrust litigation, class actions, government and internal investigations, and business transactions.

PROFESSIONAL BACKGROUND

Before joining K&L Gates, Sheila worked in HR consulting and temporary staffing industries. Sheila also volunteers for the King County Bar Association's Neighborhood Legal Clinic, serving residents who might otherwise lack access to legal services.

PROFESSIONAL / CIVIC ACTIVITIES

- Member, Washington State Bar Association
- Member, King County Bar Association
- Member, Loren Miller Bar Association

SPEAKING ENGAGEMENTS

- Presenter, Managing E-Discovery For All Types of Cases, King County Bar Association CLE, 2010

EDUCATION

- J.D., University of Washington School of Law, 2000
- B.A., University of Washington, 1997 *(cum laude, Political Science, Phi Beta Kappa)*

ADMISSIONS

- Bar of Washington

AREAS OF FOCUS

- E-Discovery Analysis and Technology (e-DAT)

REPRESENTATIVE EXPERIENCE

- Large-Scale Litigation Management: Served on teams handling nationwide occupancy tax class actions, breach of contract dispute in the oil and gas industry, and insurance coverage litigation for environmental liabilities and cleanup costs related to a federal Superfund site.
- Hurricane Harvey Litigation: Primary staff attorney for criminal, state, and federal civil proceedings arising from combustion and release events post-Hurricane Harvey, overseeing preservation, targeted collections (including mobile devices), review, production, and trial support.
- Antitrust Class Action: Led e-discovery efforts requiring extensive collaboration with trial counsel. Responsible for all aspects of e-discovery process, including collections from collaborative and non-standard data sources (e.g., Slack, Teams, discussion boards, and ticketing systems).
- Technology-Assisted Review (TAR) with CAL: Primary staff attorney for breach of contract matter that leveraged TAR workflows to review 600,000 documents, reducing volume by 96% (to 30,000 documents) and significantly lowering review costs.
- AI Contract Analysis: Managed projects using Kira, an AI contract review platform, to identify, extract, and analyze standard and custom provisions for due diligence reporting.