

SPRING 2014 VOL. 19 NO. 4

Texas Paralegal Journal

TPIJ

Paralegal
Professionalism



Texas Board of Legal Specialization (TBLS)



The paralegal certification program recognizes paralegals who have achieved a level of special knowledge in a particular area of law. To become Board Certified, paralegals must attend continuing education seminars, pass an evaluation by fellow paralegals and judges, and pass a four-hour written examination. To remain certified, paralegals must apply for recertification every five years. Visit the Paralegal Certification page to request this year's certification applications at tbls.org/Cert/ParaRequestApp.aspx



TBLS began paralegal certification in 1994, and is celebrating the 20th Anniversary of the only state program authorized to certify paralegals as specialist in specific areas of Texas law. This anniversary is a milestone that will be celebrated throughout the year with program members and supporters of the paralegal community.

Congratulations Charter Paralegal Members 1994-2014

PERSONAL INJURY TRIAL LAW

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EL PASO

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AUSTIN

PRESIDENT'S *Message*

Misti Janes, TBLS-BCP, 2013–2014 President, Paralegal Division, Amarillo, TX

In 2005, the State Bar of Texas Board of Directors and the Paralegal Division of the State Bar of Texas adopted a new definition for “Paralegal.”

A paralegal is a person, qualified through various combinations of education, training, or work experience, who is employed or engaged by a lawyer, law office, governmental agency, or other entity in a capacity or function which involves the performance, under the ultimate direction and supervision of a licensed attorney, of specifically delegated substantive legal work, which work, for the most part, requires a sufficient knowledge of legal principles and procedures that, absent such a person, an attorney would be required to perform the task.

You can find the Texas Paralegal Standards at [http://txpd.org/page.asp?p=Paralegal Definition and Standards](http://txpd.org/page.asp?p=Paralegal%20Definition%20and%20Standards).

In 1982 the Paralegal Division adopted the Code of Ethics and Professional Responsibility of the Paralegal Division of the State Bar of Texas, otherwise known as the Paralegal Cannons. The preamble states as follows:

Fundamental to the success of any



professional organization are the integrity of its members and a high standard of conduct. This Code of Ethics and Professional Responsibility is promulgated by the Paralegal Division of the State Bar of Texas and accepted by its members to accomplish these ends.

The paralegal profession is by nature closely related to the legal profession. Although the Code of Professional Responsibility of the State Bar of Texas does not directly govern paralegals except through a supervising attorney, it is incumbent upon the members of the Paralegal Division to know the provisions of the attorneys' code and avoid any action which might involve an attorney in a violation of that code or even the appearance of professional impropriety.

The canons set forth hereafter are intended as a general guide, and the enumeration of these canons does not exclude others of equal importance although not specifically mentioned.

You can find the Paralegal Cannons in its entirety at <http://txpd.org/page.asp?p=Professional%20Ethics>.

The Paralegal Committee of the State Bar of Texas has developed the Texas Paralegal's Creed. There has been a Lawyer's Creed for many years, but now paralegals have one as well. I think this is another sign on how society and attorneys are seeing the value of

paralegals. The Texas Paralegal's Creed states in part:

I work with, and under the supervision of, a lawyer who is entrusted by the People of Texas to preserve and improve our legal system. I realize that unethical or improper behavior on my part may result in disciplinary action against my supervising attorney. As a Paralegal, I must abide by the Texas Disciplinary Rules of Professional Conduct, but I know that Professionalism requires more than merely avoiding the violation of laws and rules. I am committed to this Creed for no other reason than it is right.

You can find the full Texas Paralegal's Creed at <https://www.texasbar.com/Content/NavigationMenu/ForLawyers/Committees/TexasParalegalsCreed.pdf>

I think it is important that we read these from time to time to remind us how important we are to the legal profession. I believe that as members of the Paralegal Division we strive to hold ourselves to a higher standard. Our goal is to become better paralegals and to improve ourselves on a daily basis. It could be by attending TAPS each year, obtaining a certification, or by providing pro bono services just to name a few.

I am always proud to be associated with the Paralegal Division and the level of commitment and professionalism that it brings with its name.

TPIJ

Texas Paralegal Journal

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EDITOR'S *NOTE*

By Heidi Beginski, Board Certified Paralegal, Personal Injury Trial Law, Texas Board of Legal Specialization

When I registered to take the TBLS Specialty Exam, I made the mistake of not keeping it a secret. Later, I realized that if I failed the exam, I would have to account for that to a lot of people. So I stopped mentioning it. Not that it was easy to hide, since I took my homemade flash cards everywhere. I studied while standing in line at the grocery store or bank. I studied every day. I studied all the time. That was before the days of disposable contact lenses, and every time I took my contact lenses out, they folded themselves like tacos. I told myself I'd get new contacts after the test, but I did not have a moment to spare before then. (While I cannot deny that was my decision then, I no longer understand why.) Finally the day came to fly to Austin for the exam. I checked into the hotel, studied, ate dinner, studied, and tried to sleep. Test day dawned and I joined the other inaugurates in the conference room. I met some paralegals who were taking not just one, but two specialty exams that day. I was awed by their competency. Twenty years later, I'm still inspired by the competency of the paralegals I've meet throughout our state.

Over the past two decades, the TBLS staff has been courteous, professional, helpful and efficient in every course of dealing I've had with them. They are dedicated to working hard to serve Texas paralegals well in the quest to become (and remain) board certified.

Although the definition of success is different for each of us, becoming a professional is an attitude adjustment that embraces the status, methods, character, and standards that are expected in any profession.

In this issue, we look at the 20th Anniversary of voluntary paralegal specialty certification in Texas, and celebrate all the accomplishments of our peers during the past year. I hope their stories inspire you to not only embrace your own professionalism, but to encourage it in others.

ANNUAL MEETING PARALEGAL DIVISION State Bar of Texas

THE PARALEGAL EXPRESS: YOUR TRAIN TO SUCCESS



**Friday, June 27, 2014
11:30 am - 1:30 pm
The Fort Worth Club, Fort Worth, TX**

**Keynote Speaker:
Lyn Robbins, Senior General Attorney
Burlington Northern Santa Fe Railroad**

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DEADLINE FOR SUMMER 2014 IS MAY 15, 2014

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State Bar of Texas

Paralegal Division

www.txpd.org

We provide... leadership • professionalism • public service

Join PD and reap the benefits!

Below is a highlight of a few of the benefits that can make your membership invaluable.

- » **E-Group Forum:** Join the members-only forum with hot topics, forms, ethics, and general questions posted and answered by paralegals. The eGroup is a way for members to share information and to obtain input to help address questions. Say you have a question and think the group would be a good resource; you could send your question to the eGroup. In a matter of minutes, you can have an answer to your question, a fresh idea about the matter, or a lead in the right direction. The amount of time that you can save with the eGroup is worth the cost of membership alone.
- » **CLE:** The Paralegal Division provides many opportunities to obtain CLE. Every year the Paralegal Division sponsors the Texas Advanced Paralegal Seminar (TAPS), a 3-day CLE seminar where you can obtain up to 14 hours of CLE for one low great price. A majority of the topics are TBLS approved for those board certified paralegals. If you are not able to attend TAPS, the Paralegal Division provides other opportunities by providing at least 3 hours of CLE in your district and online CLE. The Paralegal Division has over 60 different CLE topics available online for those paralegals that are not able to attend CLE outside of the office. You can obtain your CLE hours while at your computer.
- » **Mentor Program:** The mentor program is available to all members of the Paralegal Division. The purpose of this program is to provide support on topics such as ethics, career advancement, professionalism, and the Division. Mentors will provide support, guidance, and direction to new paralegals that will strengthen their links to the paralegal community, and contribute to their success as a paralegal. Protégés also have access to valuable networking opportunities with other paralegals and the legal community through their mentor, as well as at state-wide and district Paralegal Division events.

Membership criteria and additional member benefits can be found at www.txpd.org under “Membership” tab. All applications are accepted and processed online at www.txpd.org/apply. Dues payment accepted by check, money order or credit card (\$5 convenience fee is charged for all credit card payments). Questions regarding membership in the Paralegal Division can be forwarded to pd@txpd.org or memberchair@txpd.org.

A Division with Vision... Empowering Paralegals!

PARALEGAL DIVISION

Notice of 2014 Elections

March 28–April 14, 2014

Even Numbered District Directors, Special District 7 Election and Bylaws Amendment

The Paralegal Division will hold an election for District Directors in even-numbered districts (Districts 2, 4, 6, 8, 10, 12, 14, and 16); a special election for District 7; and a Bylaws Amendment Election. The Elections will take place **March 28 through April 14, 2014.**

All Active members of the Paralegal Division in good standing as of March 28, 2014 are eligible to vote. **All voting must be completed on or before 11:59 p.m., April 14, 2014.**

All voting will be online and no ballots will be mailed to members. Please take a few minutes to logon to the PD's website and cast your vote for your District's Director. The process is fast, easy, anonymous, and secure.

- Between March 28th and April 14, 2014 go to www.txpd.org
- In the Member-Only section, click on "Vote"
- Follow the instructions to login and vote

UPCOMING EVENTS

- Annual Meeting of the Paralegal Division [*The Paralegal Express: Your Train to Success*]—June 27, 2014, Fort Worth, TX —Registration will begin in May 2014
- Board of Directors Meeting—June 26, 27 and 28, 2014, Fort Worth, TX
- TAPS 2014 —October 1–3, 2014, Austin, TX

ANNOUNCEMENTS

2014–2015 Membership Renewals are mailed in April 2014. Current 2013–2014 members will receive a membership renewal form. Check and Money Orders are accepted as payment using the printed renewal form. Online renewals will begin on May 1, 2014 via the Paralegal Division website (www.txpd.org). All current 2013–2014 Active and Associate Members of the Paralegal Division are required to obtain at least 6 hours of CLE (2 of those hours can be self-study) between June 1 and May 31 in order to renew membership for 2014-2015.

Online CLE: Don't have time to leave your desk for a CLE event? If you are in need of CLE, please note the Paralegal Division offers **Online CLE**. The Online CLE catalog @ <http://txpd.inreachce.com/> is a combination of past on-site CLE as well as webinars that have been presented by the Paralegal Division. More CLE topics are added on a monthly basis. View the catalog to see what may interest you. If you are a certified paralegal, this may just be the "Go To" place to obtain the CLE. You may also download most of the CLE topics to a podcast so you can listen as you drive to work!

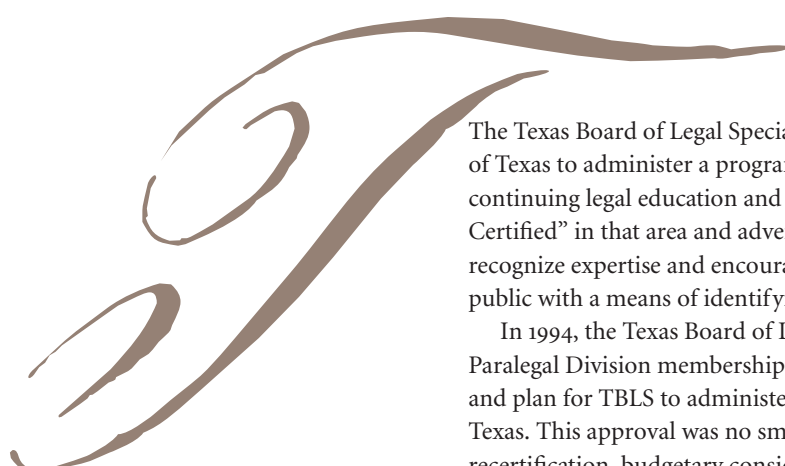
Continuing Legal Education Scholarship—2014 Texas Advanced Paralegal Seminar (TAPS), a three-day CLE seminar October 1–3, 2014. The Paralegal Division of the State Bar of Texas will award up to two (2) educational scholarships to PD members for the three-day registration to attend the TAPS 2014 seminar, *The Beat Goes On!* To apply, download the application under the NEWS [home page] at www.txpd.org.





20th Anniversary of Voluntary Paralegal Specialty Certification in Texas

By Heidi Beginski, TBLS-BCP



The Texas Board of Legal Specialization was established in 1974 by the Supreme Court of Texas to administer a program under which attorneys with sufficient experience, continuing legal education and education in a specific area of law could become "Board Certified" in that area and advertise the certification. The goals of the program were to recognize expertise and encourage ongoing study in a specialty area and to provide the public with a means of identifying a capable attorney in that area.

In 1994, the Texas Board of Legal Specialization ("TBLS"), the State Bar Board, the Paralegal Division membership, and the Texas Supreme Court approved the concept and plan for TBLS to administer specialty certification examinations for paralegals in Texas. This approval was no small feat: it involved development of criteria for eligibility, recertification, budgetary considerations, and so forth. The Division sent out a survey to its members asking whether they would take a specialty certification exam and if so, in what areas.

The members of the Joint Task Force on Specialty Certification worked very hard and provided the needed impetus to finalize the project. Gary McNeil, executive director of TBLS was supportive, encouraging and instrumental in obtaining the approval needed and in providing suggestions and recommendations.

Mr. McNeil, who has been executive director of TBLS since September 1, 1985, recalls that discussions began as early as 1992 on whether voluntary paralegal specialty certification would come to fruition, and shortly thereafter whether TBLS would be interested in being involved in the process.

Mr. McNeil said then-State Bar President Bob Dunn approached TBLS and expressed that, from his standpoint, it made sense to keep voluntary paralegal specialty certification under the same umbrella as attorney certification. The idea was that any activity for paralegal certification would be done by the same entity, under the same umbrella, as attorney certification.

"The person who provided the most support and encouragement to me personally was Judge Linda Thomas of the 5th Circuit Court of Appeals in Dallas," Mr. McNeil said. "Above all, her diligence, unending support, and tireless devotion to legal assistants, the Division, and the specialty certification exam program was an inspiration to us all."

At the outset, the Division Board set aside approximately \$96,000 for the certification process to fund the program. TBLS ultimately returned \$50,000 of that allocation. The return of those funds indicated that the program was a success because the number of paralegals taking the exams allows the program to fund itself.



The TBLS paralegal certification process closely parallels the attorney certification process. It includes a thorough assessment of the paralegal's experience under the supervision of a licensed Texas attorney as well as the paralegal's record of Continuing Legal Education and specialty area duties. It requires the completion of baccalaureate or higher degree, or completion of an accredited paralegal program or four additional years of relevant experience. References from attorneys, judges and other professionals associated with the specialty area are evaluated, and a passing score on a half-day area examination is required.

According to TBLS, paralegal certification "recognizes and promotes the availability, quality, and utilization of the services of paralegals who, working under the supervision of duly licensed attorneys, have achieved a level of special knowledge in particular areas of law..."

Voluntary paralegal specialty certification began with just three areas of law: civil trial, personal injury, and family. The first examination was a handwritten test.

The Texas Board of Legal Specialization currently certifies paralegals in seven select areas of law. Today, applicants can utilize their laptops to take the examination.

In the past 20 years, more than 300 paralegals have distinguished themselves with board certification.

In February, TBLS held an induction ceremony at which the outstanding volunteer from the many TBLS volunteers was selected. This year's recipient is Kay Redburn, who started working Day 1 on the program. Judge Mary Murphy from Dallas was the featured speaker. Judge Murphy began her legal career as paralegal and then went to law school.

To put emphasis on this year's anniversary, TBLS will host other activities related to the first 20 years of voluntary paralegal specialty certification in Texas, which are yet to be determined.

**Texas Board of Legal Specialization
Paralegal Active or Pending Applications—By Area, By Year**

App Year	CT	CR	PI	FM	RE	EP	BK	Total
1994	11	0	14	14	0	0	0	39
1995	7	0	11	5	0	0	0	23
1996	3	0	6	9	0	0	0	18
1997	6	1	3	4	0	0	0	14
1998	2	2	6	8	4	4	0	26
1999	2	0	4	6	1	2	0	15
2000	6	0	2	4	1	4	0	17
2001	4	0	2	5	1	0	0	12
2002	2	0	1	13	3	0	0	19
2003	2	0	1	5	1	1	0	10
2004	5	1	3	1	0	1	0	11
2005	1	1	3	2	2	0	0	9
2006	2	1	3	5	0	0	0	11
2007	2	1	2	3	0	0	0	8
2008	5	0	6	5	3	1	0	20
2009	5	0	2	7	0	0	0	14
2010	5	0	0	5	2	1	0	13
2011	9	0	4	4	1	3	0	21
2012	6	1	1	2	0	1	4	15
2013	5	0	2	13	5	0	2	27
Total	90	8	76	120	24	18	6	342

CT—Civil Trial
CR—Criminal
PI—Personal Injury
FM—Family
RE— Real Estate
EP—Employment
BK—Bankruptcy

Kay Redburn, TLBS-BCP, Receives the Texas Board of Legal Specialization (TBLS) Tom Garner Distinguished Service Award

Kay Redburn, TBLS-BCP, Family Law (2003), an Active Member of the Paralegal Division, was the recipient of the 2014 Tom Garner Distinguished Service Award. This award is dedicated to the memory of Tom Garner of Port Lavaca, Texas. Tom served two three-year terms on the Texas Board of Legal Specialization (TBLS) Board of Directors. He was Vice-Chair for one year and Chair for two years. He completed his service in June 2002 and unexpectedly died a month later. He was constantly developing ways to streamline the work of the board and the various commissions. He served as Chair of TBLS for two years. A month after he completed his service on TBLS, he lapsed into a coma and never recovered. To honor his commitment and effort, in 2002 TBLS created the award to recognize a volunteer who makes noteworthy contributions to the certification program.

Tom epitomized the best ideals of volunteer service. He was knowledgeable, dedicated, thorough, hard-working and consistently displayed integrity. Each year the Texas Board of Legal Specialization selects from among its volunteers an individual who best demonstrates those qualities in his/her work for TBLS.

Ms. Redburn serves on the TBLS Paralegal Family Law Commission and is in her third term of service since 2005. Kay works as a paralegal for The Webb Family Law Firm in Dallas, TX. She has been a paralegal in family law since 1983 and has worked with Brian Webb since 1992. In addition to being a Board Certified Paralegal in Family Law by the Texas Board of Specialization, she was voted "Paralegal of the Year" by the Dallas Area Paralegal Association in 2006 and received the Texas Academy Family Law Specialists (TAFLS) President's Award in 2008. Kay is a member of the Paralegal Division of



Gary McNeil, TBLS Executive Director; Judith Lenox, TBLS Chair; and Kay Redburn

the State Bar of Texas, a charter member of the State Bar College, a member of the Texas Academy of Family Law Specialists (TAFLS), a member of the Family Law

Section of the State Bar of Texas and a member of the Dallas Area Paralegal Association (DAPA).

New TBLS Board Certified Paralegals

Congratulations to the following members of the Paralegal Division who recently passed the 2014 Texas Board Legal Specialization certification examination.

Civil Trial Law

Paul Brezik, Houston
Tammy Essing, Houston
Lorraine M. Jones, Austin
Jay Williams, Dallas

Family Law

Shannon Armstrong, Dallas
Brenda C. Colvin, Killeen
William Garfield, Houston
Melody J. Goodwin, Houston
Jennifer Elaine Grear, Houston
Melissa M. Leslie, Dallas

Kimberly McDonald, Austin
Catrina Sorensen, Austin
Bobby T. Witcher, Houston

Personal Injury Trial Law

Angie F. Laird, Beaumont
Kennetha M. Murphy, Lufkin

Real Estate Law

Cathy L. Clamp, Brady
Vonda Mays, Houston
Kristina Sanford, Amarillo

Scruples

Ethics of Advising an Attorney Outside the Attorney's Area of Law

Ellen Lockwood, ACP, RP

As paralegals, we may not provide legal advice to anyone. The one exception would be the legal analysis most paralegals provide on a regular basis to their supervising attorneys. Attorneys rely on their paralegals to research the law, rules, and procedures, and depend on paralegals' analysis and application of this research to their practice. Of course, attorneys should also verify their paralegals' conclusions.

But what happens when an attorney is asked to provide legal advice in an area of law in which she does not regularly practice? May her paralegal, who happens to have experience in that area of law, provide legal advice to the attorney?

Most legal professionals appreciate that legal advice for a seemingly simple situation can change if even one fact is different. Often clients will present a legal matter but leave out important information, assuming it isn't relevant. When the attorney learns of the omitted information, his legal advice may be completely different.

A paralegal may assume that if he is quite experienced in an area of law, he advise the attorney and the attorney may rely on the paralegal's expertise and legal analysis of a situation involving that area of law. However, it is not advisable for a



paralegal to represent that his experience in a particular area of law is a substitute for consulting an attorney who practices in that area.

Paralegals may provide their supervising attorneys information about issues involving an area of law with which the paralegal is experienced, but not the attorney. In fact, doing so may be a convenient way for the attorney to gain a basic understanding of the legal concepts and issues raised in the matter. The paralegal may then assist the attorney in gathering pertinent information from the client and other resources to provide to the expert for review and analysis before the expert advises on how best to proceed.

While this kind of situation may come up in any setting, it is likely more common in corporate legal departments, especially

in smaller corporations which may only have a few people in the legal department. While avoiding unnecessary outside counsel fees is always a priority for in-house attorneys, it is unethical for a paralegal to represent to his supervising attorney that his experience and knowledge of an area of law is a substitute for the advice of an attorney who is experienced in that area of law.

Although paralegals always strive to perform their duties in the most effective and cost-efficient way, paralegals should never try to encourage attorneys to rely on their knowledge and experience in an area of law in which

the attorney does not regularly practice, rather than consulting an attorney who is an expert in that area of law.

Ellen Lockwood, ACP, RP, is the Chair of the Professional Ethics Committee of the Paralegal Division and a past president of the Division. She is a frequent speaker on para-



legal ethics and intellectual property and the lead author of the Division's Paralegal Ethics Handbook published by West Legalworks. You may follow her at www.twitter.com/paralegaethics. She may be contacted at ethics@txpd.org.

Erica Anderson, ACP, elected as 2014–2015 Paralegal Division President-Elect

On January 31, 2014 the Board of Directors elected Erica Anderson, ACP, as the 2014–2015 President-Elect of the Paralegal Division. Erica is a senior litigation paralegal with the law firm of Mullin Hoard & Brown, LLP in Amarillo, Texas, and primarily works on high-volume litigation matters involving director and officer fraud and liability, accounting, appraisal and attorney malpractice, and banking matters. She currently serves the Paralegal Division of the State Bar of Texas as Treasurer and Director of District 7 (Amarillo and Texas Panhandle).

Erica began her career as a file clerk and worked diligently to become the lead paralegal on several matters. In January 2006, she earned her Certified Paralegal status from NALA, and in 2009,



Erica Anderson, ACP

received notice that she had achieved the designation of Advanced Certified Paralegal in Trial Practice. In 2010, Erica

was invited to be a CLE speaker at TAPS and continues to speak to other audiences.

A member of the Paralegal Division since 2004, she served as Membership Chair for three terms prior to being elected as District 7 Director (2008–2011). She has served in several different positions to the Texas Panhandle Paralegal Association, including Public Relations Chair, Professional Development Chair, TAPA Chair and President. With her memberships in these associations and in NALA, Erica is able to participate in a variety of ways to help develop the paralegal profession. Most recently, Erica was invited to join the Advisory Committee to Amarillo College's Paralegal Studies program.

Erica and her husband, Rich, are raising two children, Rich and Libby.

Gloria Porter Recipient of Appreciation Award

Gloria Porter was honored at the Paralegal Division's 2013 Annual Meeting that was held in June "With Special Appreciation *Above & Beyond* Award 2012-2013."

Gloria received the award for her many years of service and commitment to the Paralegal Division, her dedication to the profession, and tireless efforts to promote the Paralegal Division. It was a well-deserved accolade in recognition of her outstanding contribution to the Paralegal Division and to the professional enhancement of paralegals in Texas.

Gloria started her career in 1980. She joined the Paralegal Division in 1989, known as the Legal Assistants Division at the time. She was an active member until the mid 90s, and rejoined the PD again in 2005. In her tenure with the PD, Gloria held the following positions:

District 12 Membership Sub-Committee
Chair—2005/2006



Gloria Porter, left, with Joncilee Miller

District 12 Public Relations Sub-Committee Chair—2006/2007
District 12 Elections Sub-Committee Chair—2007/2008
District 12 Director—2007/2009
Continuing Education Committee Online CLE Chair—2008/2009 and 2009/2010
Elections Committee Chair – 2010/2011, 2011/2012 and 2012/2013
Pro Bono Definition Ad Hoc Committee Chair—2011
TAPS Planning Committee Marketing Chair—2007, 2008, 2009, 2011 and 2012

Gloria has also been an active member of her local Denton County Paralegal Association for many years and was one of the Charter Members (Greater Denton Legal Assistants Association – GDЛАА). Gloria has served as a leader and mentor to many paralegals over the years and has set the bar high.

NALA Recognizes PD Members

Each year, the National Association of Legal Assistants (NALA) honors members of affiliated associations who have been recognized by their own affiliated associations as important contributors to the goals and success of the affiliates. At the 2013 Annual Meeting in Portland, NALA honored two PD members as follows:

Stephanie R. Sterling
Capital Area Paralegal Association—
Texas (CAPA)



Stephanie R. Sterling

Over the years, Stephanie has given a significant amount of her time to CAPA as a volunteer. She served as CAPA's Sustaining Member Liaison for two years before being nominated and elected as President-Elect. In that role, she developed valuable guidelines for CAPA's legal ven-

dor program and did quite a commendable job. In addition to her duties as 2012–2013 President-Elect and NALA Liaison, on her own initiative, she has taken on the role of Public Relations Liaison and has been the driving force behind monitoring, promoting and maintaining CAPA's positive image as a professional organization and educating its members and the public about the benefits and programs CAPA has to offer. Stephanie attended the 2013 Texas Alliance of Paralegal Associations (TAPA) Leadership Conference in Dallas, Texas, where she took great advantage of the learning and networking opportunities in order to better lead CAPA next year. Stephanie is a tireless volunteer for CAPA and takes advantage of every opportunity to improve herself and grow as a role model for those she leads. The CAPA Board is positioned for continuing success next year as Stephanie was sworn in as CAPA President effective July 1, 2013.

Ellen Lockwood, ACP, RP
South Texas Organization of Paralegals,
Inc. (STOP)

Ellen Lockwood received her Bachelor of Music (BM) degree from Southwestern University and her paralegal certificate from Southwestern Professional Institute in Houston. She is a past president of the Paralegal Division of the State Bar of Texas, and previously served on the Board of Directors of the Paralegal Division as Treasurer. She is also a past president of the Alamo Area Paralegal Association. Currently, Ellen is Chair of



Ellen Lockwood, ACP, RP

the Professional Ethics Committee of the Division, and the lead author of the *Paralegal Ethics Handbook* published by West Legalworks, an essential resource for experienced paralegals, new paralegals, and attorneys who supervise paralegals. Ellen's contributions to STOP include her Ethics CLE presentations each year and her contributions to the monthly newsletter, *The Rebuttal*, by way of authoring responses to ethics questions posed by student members and others. In 2008, Ellen was honored with the San Antonio Paralegal of the Year award and the Paralegal Division's Award of Excellence. Ellen has more than 20 years of paralegal experience in intellectual property and civil litigation. She is a frequent speaker and writer on paralegal ethics and intellectual property. She is currently employed as the Intellectual Property Specialist for Clear Channel Communications, Inc.

New Certified Paralegals by the National Association of Legal Assistants/Paralegals

The following PD members have passed the Certified Paralegal examination administered by the National Association of Legal Assistants/Paralegals:

Catherine Clayton, Tyler
Gabrielle P. Davis, Allen

Miriam Hawn-Schoen, Deer Park
Danielle Lehrman, Plano
Stephanie Rodriguez, Houston

Katrina F. Swallow, Garland
Brandi Williams, Tyler

Rhonda Brashears receives the 2013 Faculty Excellence Award from Amarillo College

Amarillo College's President's Office and Dean's Council started a new tradition in August 2013 to reward faculty innovation and commitment to student success. The number and quality of submissions for the six categories of the new Faculty Excellence Awards was inspiring. In August, the Excellence in Adjunct Instruction Award was presented at the Faculty Meeting to Rhonda Brashears, along with a \$500 stipend, for her exceptional instruction with the Paralegal Program and her development of the Mock Trial as a central element of student learning.

Rhonda not only developed and added a Mock Trial, a major assignment in her paralegal curriculum, she invited participation of experienced local trial attorneys and judges and conducted the exercises not in a classroom setting but in actual Municipal Court. Rhonda even asked four professional paralegals to help grade her students based on the rubric she created. The innovative assignment provided her students with a realistic glimpse of actual court proceedings, litigation experience



Rhonda Brashears

that will better prepare them to assist attorneys in the future. The exercise last spring even drew local media coverage.

Rhonda is a paralegal with the firm of Underwood, Wilson, Berry, Stein & Johnson, P.C. in Amarillo and has been in the legal profession for more than 20

years. She works in personal injury and civil trial defense law. She received her B.G.S. from West Texas A&M University in 1998, her Certified Paralegal designation from the National Association of Legal Assistants in 1996, and was board certified by the Texas Board of Legal Specialization in Personal Injury Trial Law in 1998.

Rhonda has been a member of the Paralegal Division since 1990. She currently serves the Division as an Ambassador and as a Co-Chair of the Continuing Legal Education Committee for On-Line CLE. In addition, she served as Director of District 7, 1996 until 2001, Secretary, 1999 to 2001, President Elect in 2001 and 2007, and President of the Division in 2002 and 2008. Rhonda is a member of the Texas Panhandle Paralegal Association, where she has served as President, President-Elect, Treasurer and NALA Liaison.

Rhonda is a part-time instructor at Amarillo College, teaching paralegal classes in their Paralegal Studies program and is the current Chair of the Advisory Committee for Amarillo College's Paralegal Studies program.

Pro Bono Opportunity for Texas Paralegals

Volunteer as a Live Help Navigator

Low income Texans need your help!

Live Help is a free service of Texas Law Help @ www.texaslawhelp.org. Texas Law Help is a program of the Texas Legal Services Center (LSC) and is funded by a grant from the State Bar's Texas Access to Justice Foundation. Volunteer as a Live Help Navigator at www.TexasLawHelp.org.

For additional pro bono opportunities, you may also sign up at Texas Lawyers Help via their website at <http://www.texaslawyershelp.org/>. Texas Lawyers Help is a website for pro bono lawyers and legal services staff. The website contains password-protected resources to help attorneys provide free legal services to low income Texans. Free membership to TexasLawHelp.org is available to staff of Texas-based programs funded by LSC or the Texas Equal Access to Justice Foundation, and Texas attorneys and paralegals who are interested in volunteering with a Texas pro bono program.

Benefits to Volunteers

Depending upon performance, letters of recommendation and a positive reference will be available to the volunteer. **Volunteering will also count towards paralegals' and attorneys' pro bono hours.**

How to Get Started Volunteering!

Call 512-477-6000 Extension 109 or send an e-mail to TexasLawHelpVols@tlsc.org indicating you would like to volunteer. TexasLawHelp seeks help from paralegals and attorneys to offer the best possible assistance to as many Texans as possible. We welcome any and all qualified volunteers. **Please consider volunteering today!**

Texas Local Associations Award Members of Paralegal Division

Dallas Area Paralegal Association 2013 Awards

On December 13, 2013, the Dallas Area Paralegal Association (“DAPA”) held its annual awards and holiday luncheon. DAPA awarded the 2013 Pro Bono Services to **Risa Burgess**. Ms. Burgess also received the 2013 Outstanding Support Volunteer of the year through the Dallas Volunteer Attorney Program. Risa works as a corporate paralegal and is the 2014 Pro Bono Chairperson of the Dallas Area Paralegal Association. She earned her bachelor’s degree in hospitality management from Johnson & Wales University in Providence, Rhode Island, as well as a certificate of completion with honors in paralegal studies from Tarrant County Community College in Hurst. Risa has worked as a paralegal work since January 2007. She is currently employed with Speed Commerce, Inc., located in Richardson. Risa has been a member of the Paralegal Division since 2008.

Kelli Smith, CRP™ received the DAPA



Kelli Smith, CRP™

2013 Paralegal of the Year. Kelli currently works as an assistant vice president, senior paralegal in the legal affairs department

of PlainsCapital Corporation. Previously, Kelli worked for seven years as a litigation paralegal in bankruptcy and mortgage litigation at Locke Lord, LLP. Before then, she worked as a legal assistant for nine years at Centex Corporation.

Kelli obtained her AAS in Management from Eastfield College in 2006, and in 2011 was one of the first 148 paralegals in the nation who passed the Paralegal CORE

Competency Exam® pilot test. Only 16 Texas paralegals passed the exam earning the CRP™ credential.

Kelli has been a member of the Paralegal Division since 2011, and served as the 2013 Annual Meeting Committee Co-Chair. In 2008, she joined the Dallas Area Paralegal Association and has served on the Board of Directors since 2011, as Professional Development Director, Director-at-Large, and currently as Membership Vice President. Kelli is also a member of the National Federation of Paralegal Associations, and is currently serving on the 2014 Annual Convention Planning Committee. Kelli also mentors paralegal students on behalf of the DAPA Mentor-Protégé program.

Kelli is Vice Co-Chair of the Corporate Venue volunteers at the Byron Nelson Golf Classic, and has volunteered for 13 years on behalf of the Salesmanship Club of Dallas, a non-profit organization dedicated to enriching the quality of life of young people through education and mental health services. Kelli also volunteers for the Dallas Historical Society at the Hall of State during the State Fair of Texas each year, as well as is a former charter member, volunteer, and computer software training instructor at The Women’s Museum, where she taught beginning-level computer software training classes to underprivileged women in the greater Dallas area.

Allen Mihecoby, CLAS, RP, was presented



Allen Mihecoby CLAS, RP®

with the 2013 Michele M. Boerder Lifetime Achievement Award by the Dallas Area Paralegal Association (DAPA). Allen is currently employed

Legal Assistant Specialist Designation in Corporate and Business Law in 2005, in 2008 he earned the Advanced Certified Paralegal designation in Contracts Administration/ Management, and in 2011 he earned the Land Use designation. In 2011, he was awarded an Outstanding Committee Chair award from the Paralegal Division. He currently holds a seat on the State Bar of Texas’ Standing Committee on Paralegals. Liaison and Ethics Chair, and MACP’s Co-Chair/Ethics/Professional Development.

Bonnie Brooks, CP named TAALP’s Legal Professional of the Year



Bonnie Brooks, CP

Bonnie Brooks, CP has been named the Tyler Area Association of Legal Professionals’ Legal Professional of the Year.

Bonnie gradu-

ated from college in 1971, not having been trained in legal work, and began working as a “legal secretary.” She went to work for Richard Brooks Hardee in a solo practice in 1971, where her on-the-job training was extensive. In 1988, Mr. Hardee suggested that Bonnie join the State Bar of Texas Legal Assistant’s Division (now the Paralegal Division), mainly so he would feel comfortable taking her to court with him. Beginning in 1971, Bonnie did a lot of CLE-type training so as to learn and be educated in changes in the law. She worked for Mr. Hardee until 2002 when he retired. Thereafter, she found employment with other attorneys. In 2008, she jumped at the chance to work for James B. Gillen, Jr., of Gillen & Anderson, in Tyler on account of his reputation and practice.

NTAP Paralegal of the Year



Andrea Linton-Brunson, CP

Andrea Linton-Brunson, CP, has been chosen as Paralegal of the Year by the Northeast Texas Association of Paralegals (NTAP).

This award is given an-

nually to recognize the member who exerts special efforts on behalf of the organization and its members.

Andrea has 30 years of extensive mass tort and complex litigation experience. Currently, she is Paralegal-in-Charge of Institutional Clients and Securities Portfolio Monitoring at Nix, Patterson & Roach LLP, in Daingerfield, Texas. She began her legal career in 1981 working as a legal secretary for an insurance defense firm in Longview. Shortly thereafter, she enrolled in the paralegal program at East Texas Baptist University, and obtained her CP designation in 1985 through the National Association of Legal Assistants, Inc. Andrea has served in various capacities including President, 1st Vice President, 2nd Vice President, Treasurer, Secretary, Auditor, and Employment Chair for the Northeast Texas Association of Paralegals, Inc. She received the association's "Paralegal of the Year" award for 2006 and 2013. Today, she is the association's First Vice President, as well as Social Coordinator, Auditor and Employment Chair. From 2005 to 2012, Andrea served as Public Relations Chairperson for District 14, Paralegal Division, State Bar of Texas. Currently, she serves on the Advisory Board for Paralegal Studies at Texas A&M – Commerce, and has since 2004. In her spare time, Andrea is the Club Manager for Circle V 4-H, District 5, Upshur County, Texas, and also the 4-H Project Manager for the Veterinary Science Project for Texas A & M University AgriLife Extension. She serves as Secretary for the Upshur County 4-H Adult Volunteer Leaders and County Council. She has

one daughter, Michelle Brunson, who is currently a Biomedical Science major at Northeast Texas Community College, and hopes to transfer to Texas A&M University –College Station for the 2014 Fall semester to begin the process for application to the College of Veterinary Medicine. Andrea enjoys yoga, kickboxing, gardening and living in the country.

WTPA Paralegal of the Year

Deirdre Trotter, ACP, MSIS received the



Deirdre Trotter, ACP, MSIS

West Texas Paralegal Association's 2013 Paralegal of the Year Award in October 2013. The award criteria are:

Deirdre has been a certified paralegal since 1992, and obtained advanced certification in civil litigation in 2002. Deirdre has worked as a paralegal since 1990. Deirdre currently works at the Bustos Law Firm, P.C. in Lubbock. She graduated from the University of North Texas with a Master of Science degree in Information Science in 2012. Deirdre is a member of Alpha Chi National College Honor Society and Phi Kappa Phi Honor Society.

Deirdre was first elected to the PD Board of Directors in 2006 and is currently serving a second term that began in 2012. Deirdre currently serves as Director of District 6 of the Paralegal Division, Parliamentarian of the Board of Directors, Liaison to the National Association of Legal Assistants/Paralegals, Inc., and the International Paralegal Management Association. She is the immediate past-President of the West Texas Paralegal Association and is the current NALA Liaison and newsletter editor. Deirdre is also Vice President of Membership and Historian for the American Association of University Women, Lubbock Betty Anderson Branch; a member of the Austin's Old 300—Descendants of Stephen

F. Austin's First Colony in Texas; and a Provisionary Member of the Daughters of the Republic of Texas.

Deirdre is married and has two daughters, a son-in-law, and two grandsons. Her major interests are research, history, genealogy, and artistic/creative expression.

El Paso Paralegal Association



Olga Jacquez

At the Annual Attorney/Paralegal Luncheon held by the El Paso Paralegal Association ("EPPA") on December 12, 2013, PD member Olga

Jacquez and her employer, attorney Enrique Moreno, were awarded the Outstanding Attorney/Paralegal Team.

Olga Herrera Jacquez was born in Los Angeles, California, but was raised in El Paso. She has been employed with The Law Offices of Enrique Moreno for the past 21 years and is currently the Office Manager and Legal Assistant to Mr. Moreno. The firm handles labor/employment and personal injury litigation. "I couldn't have asked for a more rewarding and self-fulfilling employment and a remarkable boss. Being in trial is something that I anxiously look forward to, from assisting in jury selection to the stressful and nail-biting wait for a verdict. My boss has made it clear that my opinion and input matters to him," said Olga. Observing Mr. Moreno's work ethic, professionalism, and the way he is admired by his peers has made Olga want to strive to become a better individual, she said.

Olga has been married for 18 years. Olga love animals, and fosters homeless dogs until a safe and loving home is found for them.

Also at the luncheon, PD member Heidi Beginski, TBLS-BCP, received the EPPA 2013 Outstanding Paralegal Award. Heidi has served in several sub-chair capacities



Heidi Beginski, TBLS-BCP

for District 16 to the PD and served as Director of District 16 in 2004–2006. She currently serves as Chair of the Publications Committee (which includes serving as Editor

of the *Texas Paralegal Journal*) and Chair of the Egroup Ad Hoc Committee. She received the Paralegal Division's Outstanding Committee Chair Award for 2008–2009 for her service as chair of the Publications Committee. Heidi is a board certified personal injury trial law paralegal, having earned her Certificate of Special Competence in Personal Injury Trial Law in 1994, the inaugural year of voluntary paralegal certification in Texas. She has served as parliamentarian, secretary, vice president of publications, president-elect, and president (twice) of EPPA.

Heidi Beginski received EPPA's Outstanding Paralegal of the Year Award in El Paso, TX in December 2013. Heidi is a Texas Board of Legal Specialization board certified paralegal in Personal Injury Trial Law. She is a charter member of the Texas Board of Legal Specialization for Certification, having earned her Certificate of Special Competence in Personal Injury Trial Law in 1994, the inaugural year of voluntary paralegal certification in Texas. She has worked for personal injury trial law defense firms in El Paso for more than 20 years and has worked for a plaintiff's personal injury firm for more than three years. She earned a B.A. in Journalism (Double Major) with honors from the University of Texas-El Paso. She has served in several sub-chair capacities for District 16 to the Paralegal Division of the State Bar of Texas and served as Director of District 16 in 2004–2006. She currently serves as Chair of the Publications Committee (which includes serving as Editor of the *Texas Paralegal Journal*, the official publication of the Paralegal Division) and Chair of the E-Group Ad Hoc Committee. She received the Paralegal Division's

Outstanding Committee Chair Award for 2008–2009 for her service as chair of the Publications Committee. She has served as parliamentarian, secretary, vice president of publications, president-elect, and president (twice) of El Paso Paralegal Association. She currently serves on El Paso Paralegal Association's Procedures Manual Ad Hoc Committee.

**Fort Worth Paralegal Association—
Paralegal of the Year 2013
Katrina L. Lea**



Katrina L. Lea

Katrina L. Lea is Fort Worth Paralegal Association's Paralegal of the Year for 2013. She is currently employed as a Legal Contract Analyst with

BNSF Railway Company. She was presented with her award on December 6, 2013, at FWPA's Holiday Luncheon. Kristy D. Clark, her Supervisor at BNSF Railway Company, wrote, "her word is her bond: She does what she says she will do. She is dependable, trustworthy and bright." She further stated "[Katrina] possesses a strong work ethic and conducts herself as a true professional in all her endeavors. [Katrina] is truly deserving of this honor."

Toya Walker, 2011–2012 District 2 Director of the State Bar of Texas Paralegal Division and the 2013 Director and immediate past President of the J.L. Turner Legal Association-Paralegal Section, wrote, "[Katrina's] creativity, diligence to serve, and passion for the legal profession has not gone unnoticed. She is always prepared, eager to volunteer, and is very diligent in providing reports, and effectively communicating with her fellow officers and members of our legal association. [Katrina] is always looking for opportunities for professional growth through continued legal education and always looking for opportunities to serve."

Katrina received her BA degree

from Taylor University. She began her professional career with Verizon Communications, Inc. (formerly GTE Corporation) and worked for the company for 11 years.

Katrina obtained her Master's degree from Dallas Baptist University in 2004. She is currently employed as a Legal Contract Analyst with BNSF Railway Company.

Katrina enjoys serving the community and volunteers with several organizations throughout the metroplex. Katrina is the 2014 Parliamentarian for FWPA, and was a past recipient of the 2009 FWPA Volunteer Award and, the 2009 FWPA Scholarship Award. She also holds board and chair positions with the SBOT-PD and the J.L. Turner Legal Association-Paralegal Section and is a member of the Tarrant County Bar Association.

FWPA Cowtown Paralegal Reporter, vol. 32, no. 1 (Jan/Feb 2014)

**Fort Worth Paralegal Association—
Volunteer of the Year 2013
2013 Volunteer of the Year
Janice Piggott**



Janice Piggott

Janice began her career as a paralegal after graduating from Texas Woman's University in 1997 with a Bachelor of Science in Government

and a minor in Criminal Justice/paralegal studies. She is currently working as a freelance/contract paralegal. She has been a member of the Fort Worth Paralegal Association since 1999 and has served on the Board of Directors since 2005 in many capacities. She has been a member of the Paralegal Division of the State Bar of Texas since 2006. Janice is looking forward to serving as the Fort Worth Paralegal 2014 President.

Janice has been married for 30 years to Jim, and they have a daughter, Jenny. *FWPA Cowtown Paralegal Reporter*, vol. 32, no. 1 (Jan/Feb 2014)

NFPA Awards PD Members

PD Member Re-elected Vice President and Director of Marketing For NFPA



Melissa Marquez Leslie

In November, the National Federation of Paralegal Associations, Inc. (NFPA) announced that Melissa Marquez Leslie of Richardson was re-elected to the position of Vice President and

Director of Marketing for 2013–2015.

In her current position with NFPA, Melissa oversees the *National Paralegal Reporter*, the weekly *News You Can Use*, the bi-monthly E-Newsletter, the Corporate Partner Program, marketing of PACE and PCCE certification exams, as well as promotion of events and webinars throughout the year.

Melissa has been a family law paralegal for over 19 years. She is currently a paralegal at the North Texas firm of KoonsFuller, P.C. She became a member of the Dallas Area Paralegal Association (DAPA) in 2005. During her membership in DAPA, Melissa has held the offices of President, President-Elect, Professional Development Director, NFPA Primary, Board Advisor, NFPA Secondary and Vendor Advisor. Melissa was named DAPA's Volunteer of the Year in 2007. She served as the NFPA Corporate Partners Coordinator from November 2009–October 2011. Melissa received her

Paralegal Certificate (with Honors) from Southeastern Paralegal Institute in 1994 and received her B.S. in Political Science from Sam Houston State University in 1993.

Division Member Re-elected Director of NFPA



Allen Mihecoby CLAS, RP®

The National Federation of Paralegal Associations, Inc. (NFPA) has announced that Allen Mihecoby, CLAS, RP®, of Dallas, TX has been re-elected to the position of

Director, Region II for the 2013–2014 term.

Allen Mihecoby, CLAS, RP®, has served the paralegal profession on national, state, and local levels. He is a member of the Dallas Area Paralegal Association (DAPA), the Metroplex Association of Corporate Paralegals (MACP), Fort Worth Paralegal Association (FWPA), the Texas Center for Legal Ethics (TCLE), the Paralegal Division of the State Bar of Texas (PD) and a charter member of the State Bar College (SBC). In several of these organizations, Allen has served in leadership positions, including: NFPA CLE Co-Coordinator and Assistant Pro Bono Coordinator; DAPA President, VP of Programs, Board Advisor and Ethics Chair; FWPA First Vice

President-Programs and Ethics Chair; PD Parliamentarian and District 3 Director; and MACP Co-Chair/Ethics/Professional Development.

In 2004, Legal Assistant Today named Allen as one of the runners-up in its Paralegal of the Year Contest. The same year, NFPA and Dyncorp awarded him the Outstanding Local Leader award. He was named 2009 Fort Worth Paralegal Association's Paralegal of the Year. ParalegalGateway.com named Allen as one of its 2011 Paralegal Superstars and DAPA awarded him the 2011 Pro Bono award.

Allen is currently employed as a Senior Paralegal at Kimberly-Clark. In this role, he is responsible for supporting the company's efforts in SEC Reporting, Corporate Governance, Strategic Transactions and Compliance. He was previously employed in the position of Manager, Law Department, for the second largest railroad in the U.S. He has primarily worked with international firms and multinational corporations in various areas of law, including IP, corporate, securities, real estate and commercial litigation. He received his BA in Political Science at the University of Texas–Arlington, with a concentration in International Affairs and Pre-Law. In 1997 he graduated with an ABA-approved paralegal certificate from Southeastern Paralegal Institute in Dallas, Texas. He became a PACE Registered Paralegal in 2002; and earned the CLAS credential (Business & Corporate Law) in 2005.

PD Members Successfully Pass the PACE Exam by National Federation of Paralegal Associations (NFPA)

Mary Moore, RP, Dallas, TX

Nadine Cross, RP, Houston, TX

Sherylyne Goodell, RP, Houston, TX

PD E-Group

Q: Do you have any idea why my digest [PD E-group messages] is emailed to me with all of the text jumbled within the email message body?

A: Yes, because it is received in digest format. The digest does not allow *html*. If you want to have all email messages delivered in html format, please turn "off" the digest. **Hint:** Most members receive emails one at a time so the messages are formatted in html. Set up a special PD E-Group folder and rule within your email inbox so all of the PD E-group emails go into that folder. This will allow you, as a member of the PD E-Group, to view each email message when it is convenient for YOU.

99-Year-Old Division Member

By Heidi Beginski, TBLS-BCP

On June 1, Louise H. Love will be 100 years old. Ms. Love has been a member of the Paralegal Division since September 1983.

Ms. Love worked as a legal secretary for Marathon Oil in Houston until she was 70, retiring in 1984. While employed by Marathon Oil, the company paid for her to get her degree in English from the University of Houston. It took nine years of going to school after she worked all day, but Ms. Love says she does not regret at all the years she spent doing that. She says she never missed a semester during those nine years. Once she started going, she made up her mind she was not going to quit until she earned her degree.

Also during her time at Marathon, she graduated from the Southwestern Paralegal Institute and she believes Marathon paid for that, as well.

After retiring from Marathon, Ms. Love did some paralegal work for Clayton Orn,

a Houston attorney in private practice. As former general counsel of Marathon Oil, in private practice Mr. Orn was with Orn, Brown & Jones. Ms. Love said that Mr. Orn was quite a good attorney and rather famous. She worked for Mr. Orn about two years and says she really enjoyed the work. She recalls Mr. Orn had one case in Jackson, Mississippi and she traveled there once or twice in connection with the case. Ms. Love said that Mr. Orn was so competent that he did not need much help.

In private practice, Mr. Orn was the longest running practitioner in the Houston bar, 55 or 58 years, before he retired. Mr. Orn was one of the first lawyers to go to Libya when the country opened up, and he met with King Idris. When the oil company first arrived in Libya, one of the first things their lawyers did was to bring a library of oil and gas law texts in these countries, so that there could be an understanding of the basic

rules of capture, non waste, the basic oil and gas legal structure. And this imparting of wisdom became part of the oil and gas law history.

Ms. Love said she always found it so interesting working as a paralegal. She remembers she could use the legal library at Marathon Oil to do things that were required.

After retiring from paralegal work, Ms. Love wanted to travel. She said she was always interested in travel and education. Her daughter lived in Alaska for about 35 years, so she went to Alaska 18 times. She has also been to Hawaii, as her daughter also has a home there. She traveled to Europe several times and has been to the Holy Land twice.

In addition to her daughter, Ms. Love had a son who passed away in 2011. She has two grandsons; her granddaughter also passed away.

Ms. Love still resides in Houston.

The Paralegal Division of the State Bar of Texas
Texas Advanced Paralegal Seminar (Three-day multi track CLE)



THE BEAT GOES ON TAPS 2014

SAVE THE DATE

October 1-3 2014
DoubleTree Austin (North)
Austin, Texas

Don't miss
The Bar & Grill Singers

For more information and scholarship applications,
visit www.txpd.org/taps.
Like us on Facebook | Follow us on Twitter @txpd

PARALEGAL DIVISION

2013–2014 BOARD OF DIRECTORS

On behalf of the Paralegal Division, thank you to each Director who has served on the 2013–2014 Board of Directors. The Directors meet three times a year to perform business related duties for the Paralegal Division.

Misti Janes, TBLS-BCP, President (Austin)
Clara Buckland, C.P., President Elect (El Paso)
Christine Cook, District 1 Director (Houston)
Mariela Cawthon, CP, TBLS-BCP, District 2 Director
(Dallas)
Megan Goor, TBLS-BCP, District 3 Director (Ft. Worth)
Kristina Kennedy, ACP, TBLS-BCP, District 4 Director
(Austin)
Allison Seifert, District 5 Director (San Antonio)

Deirdre Trotter, ACP, MSIS, District 6 Director &
Parliamentarian (Lubbock)
Erica Anderson, ACP, District 7 Director & Treasurer
(Amarillo)
Sharon Wornick, CP, District 10 Director (Silsbee)
Lydia McBrayer, CP, District 11 Director (Midland)
Pamela Snively, CP, District 12 Director (Denton)
Mona Hart Tucker, ACP, District 14 Director (Daingerfield)
Martha Ramirez, TBLS-BCP, District 15 Director (McAllen)
Linda Gonzales, CP, District 16 Director (El Paso)

2013–2014 AMBASSADORS

As a benefit to the paralegal profession, the Paralegal Division offers paralegal associations, bar associations and paralegal programs an experienced CLE speaker through its Ambassador Program. The Ambassador Program of the Paralegal Division (PD) is made up of past presidents of the Paralegal Division that over 20 years of paralegal experience. Ambassadors are prepared to speak on a variety of topics. They will travel across Texas to present CLE to paralegals (both members and non-members) and distribute information on the Paralegal Division and its many member benefits. These Ambassadors spend many hours preparing, presenting and traveling for the Paralegal Division. The Board of Directors would like to extend its sincere gratitude to each person listed below who is a PD Ambassador. Not only are these Ambassadors past presidents of the Paralegal Division, but they all continue today to lead its cause.

Ambassador presentations are requested through a website link on the Paralegal Division's website at www.txpd.org (PD Speakers/Request a Speaker). Please take a moment to get to know the PD Ambassadors by viewing their photos and bios under **[txpd.org/PD Speakers/Ambassadors](http://txpd.org/PD%20Speakers/Ambassadors)**. **Thank You!**

Michele Border, CP, TBLS-BCP
Dallas, TX

Ellen Lockwood, ACP, RP®
San Antonio, TX

Rhonda Brashears, CP, TBLS-BCP
Amarillo, TX

Cindy Mankus, TBLS-BCP
Plano, TX

Debra Crosby
Austin, TX

Debbie Oaks
Dallas, TX

Joncilee Davis, ACP
Dallas, TX

Wendi Rogers, CP, TBLS-BCP
Dallas, TX

Patricia Giuliano
San Antonio, TX

Lisa Sprinkle, ACP, TBLS-BCP
El Paso, TX

Javan Johnson, ACP, TBLS-BCP
Longview, TX

Susan Wilen, RN
San Antonio, TX

PARALEGAL DIVISION

2013–2014 COMMITTEE CHAIRPERSONS

The Paralegal Division is grateful to all of its Committee Chairs listed below who take time from their busy schedules to lead a committee for this organization. Without the work of the Committee Chairs and their volunteer members, the Paralegal Division would not be able to offer the many benefits to its members.

Thanks to all of you!

Standing Committees

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Jay Williams, Co-Chair (Dallas)

Kelli M. Smith, CRP, Co-Chair (Dallas)

2014 Annual Meeting

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Professional Development

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Professional Ethics

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Publications

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Public Relations

Joncilee Davis, ACP (Dallas)

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E-Group Policy

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Ethics Handbook

Ellen Lockwood, ACP, RP, Chair (San Antonio)

Leadership Development

Debbie Oaks, Chair (Irving)

Membership Renewals – Spot Audit

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Pro Bono

Lyla Elk, Chair (Sherman)

State Bar College Membership

Application Review

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TAPS 2013 Planning Committee

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Joncilee Davis, ACP, Co-Chair (Dallas)

TAPS 2014 Planning Committee

Misti Janes, TBLS-BCP, Chair, Austin, TX

Texas Board of Legal Specialization (TBLS) Examination-Helpful Hints

Javan Johnson, ACP, TBLS-BCP, Chair (Longview)

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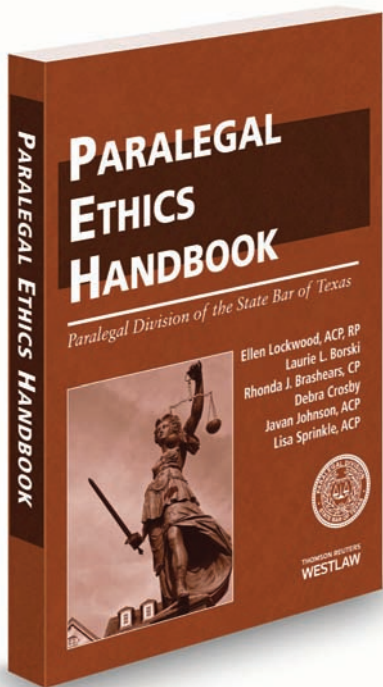
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By: Ellen Lockwood, Et Al

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