

Special Interest Articles:

- Membership Drive Contest - Update
- Blanket Brigade – Update
- TAPA 2017
- Spring CLE Seminar

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Denton County Paralegal Association

Spring CLE Seminar – Registration Is Open!

DCPA’s Annual Spring CLE Seminar will be held May 18, 2017 at Oakmont Country Club. Check in will begin at 9:30 a.m. with speakers scheduled from 10:00 a.m. to 4:00 p.m. “Keep each other Safe – Aware, Prepared, and Ready to Respond” will offer 5 hours of CLE and feature presentations on:

- Open Carry laws and Firearms Statutes in Texas
- Threat Assessment, Active Shooter Defense
- Identity Theft Protection
- Trial Procedures in Human Trafficking Cases in Denton County
- Prevention, Identification, and Empowerment of Victims of Human Trafficking

The cost of the DCPA spring seminar is \$30.00 for DCPA members and \$35.00 for non-members. A hot buffet lunch is included in the price. Registration will begin April 12th and end May 11th. Go to www.dentonparalegals.com to register and pay fees online. Space will be limited so make your plans and sign up as soon as registration opens!

Meeting Notice

2017 Officers

Pamela Snavely, President
psnavely@hbwvlaw.com

Daphina Park, President-Elect
Daphina.Park@dentoncounty.com

Martha Gallegos,
Secretary/Parliamentarian
Martha.gallegos@dentoncounty.com

Lisa Pittman, Treasurer
lpittman@hbwvlaw.com

Heather Walker, Historian
heather.walker@dentoncounty.com

The Denton County Paralegal Association's next Luncheon will be on Thursday, **April 20, 2017** at noon at Oakmont Country Club, 1200 Clubhouse Drive, Corinth, Texas.

The all-inclusive cost of lunch is \$14.00 payable when you sign in. We cannot accept debit or credit cards, or make change, so please bring the **exact** amount of cash or a check made payable to DCPA. You can also pay online prior to the meeting at www.dentonparalegals.org.

Did you know...

RESERVATIONS ARE REQUIRED and can be made via e-mail to Lisa Pittman at lpittman@hbwvlaw.com. The deadline to RSVP is April 17, 2017 by 3:00 p.m. for your attendance and whether you will purchase lunch. That will help Oakmont ensure the hot buffet is freshly prepared and ready shortly after you arrive for the meeting.

Notice: We must notify Oakmont of the number attending prior to the meeting for preparation of food and adequate seating arrangements. Please note we are also required to bill those individuals who make reservations to purchase lunch and do not attend.

2017 Committee Chairs

CLE, Debbie Nyarangi
Deborah@bowen-law.com

Fundraising, Daphina Park
daphina.park@dentoncounty.com

Legal Directory, Cheryl Cooper
ccooper@dentonlaw.com

Membership, Vicki Schmidt
vicki.dcpa@gmail.com

Newsletter, Lisa Pittman
lpittman@hbwvlaw.com

Social, open

Scholarship, Jenna Earhart
jearhart@hbwvlaw.com

Directions to Oakmont

Oakmont Country Club is located in Corinth off I-35 East between Lewisville and Denton.

- Exit 461 – Shady Grove Road/Post Oak Drive
- Turn west onto Post Oak Drive
- Turn right (west) onto Robinson Road at stop sign
- Turn left (south) onto Oakmont Drive – you will see an Oakmont sign in the median
- Turn right into Clubhouse Drive (second right)

AGENDA FOR MEETING

Date: April 20, 2017
Place: Oakmont Country Club
1200 Clubhouse Drive
Corinth, Texas 76210
Time: Noon

1. Welcome Members and Guests

2. Guest Speaker Natalie Rasco, with File & ServeXpress Solutions “What Every E-Filer Needs to Know”

3. Old Business

- a. Approve March Minutes
- b. Approve March Treasurer’s Report

4. New Business

5. Announcements

- Membership Drive Contest – Current Stats
- Blanket Brigade Work Night in March Results
- Blanket Brigade Work Night scheduled for May 24, 2017
- TAPA Conference – April 8, 2017
- DCPA Spring CLE Seminar – May 18, 2017
Registration Opens April 12, 2017 and Closes May 11, 2017
- Committee Volunteer/Chairs Needed

6. Door Prize

7. Adjournment



CLE GUEST SPEAKER

Our April speaker will be Natalie Rasco. Ms. Rasco is a nationwide training and development specialist for File & ServeXpress. She has a Master of Science in Organization Development from the University of San Francisco and has over 20 years of business and strategy experience with leadership emphasis in change management and operational alignment. She is an expert in the fields of legal and project management, leading both employees and volunteers in compliance and targeted business measures. She is a native of California and an avid athletic competitor for various charitable organizations.

*May you and your family be abundantly blessed
and have a joyful Easter celebration!*



Membership Drive Contest – Update

Submitted by Vicki Schmidt, Membership Chair

DCPA Members - we are almost half-way to the finish line of our contest to win the dinner and theater tickets. Contest ends at the September meeting! The standings so far are:

Benefits of Membership In The Denton County Paralegal Association Include:

- ❖ Receipt of the monthly issue of *The Verdict*
- ❖ Free Accredited CLE at monthly meetings
- ❖ Continuing Legal Education seminars on various topics
- ❖ Job Bank
- ❖ Motivation
- ❖ Networking with other paralegals in Denton County
- ❖ Professional growth through participation
- ❖ Communication and promotion of professional conduct and responsibility
- ❖ Continued individual and professional growth as paralegals
- ❖ Community Service Opportunities

Tied for first place are Daphina Park and Linda Lewis (each brought a guest who became a member) so each has 15 points.

Cheryl Cooper is hanging back in second place with 10 points (she brought two guests to a DCPA meeting) but watch out for Cheryl if one of her guests becomes a member she will add 10 more points to her score and could move into first place.

In third place is Beth Honeycutt with 5 points for bringing a guest to the last meeting.

Remember you too can go for the roses (\$100 for dinner at Hannah's and two theater tickets) if you have the most points at the September meeting. You get 5 points for each guest you bring to a meeting, 3 point for each guest you bring to a social event, and 10 points for each new member you get to join DCPA.



President's Message

By: Pamela Snavely, ACP

Playing to your strengths is the basic concept found in a popular self-help book that focuses on enhancing an individual's natural skill set in order to enjoy greater professional fulfillment. In *Strengthfinders 2.0*, author Tom Rath and his Gallup colleagues developed an analytical tool to help people determine their top talents for concentrated growth, rather than struggle to improve areas of weakness. The premise is that mending flaws has significantly less impact and wastes much more time, but developing inherent strengths to their maximum potential will result in greater success at a quicker rate.

DCPA is in need of volunteers who are ready to use their personal strengths and natural talents to serve as committee members, committee chairs, and to run for executive office when elections are held later this year! Our association has six standing committees: Continuing Legal Education, Fundraising, Membership, Legal Directory, Scholarship, and Social. Each committee consists of a Committee Chair and optimally three members to work as a team. The Executive Committee is composed of an appointed Historian and four elected positions: Secretary/Parliamentarian, Treasurer, President-Elect, and President.

With the strengths-based theory above in mind, please consider your positive qualities to determine what area in our association those talents could flourish. If you are unsure which of your skills and abilities are at the top of your personal leader board, take a look back at where you were ten years ago compared to today. Where you are in your paralegal career, what areas were developed along the way, and how you handled the transition to grow personally and professionally over the last decade will speak volumes. In addition to the unique skills you bring to the workplace, your extra-curricular activities, outside interests, and style of personal interaction with others may paint a fairly clear picture of what comes natural to you.

If you enjoy mixing and mingling, have the ability to make others feel comfortable, like to be active and try new things or places, the **Social Committee** would likely be a good fit for you. In addition to qualities of sociability, having good business contacts, a head for numbers, event planning skills, the ability to delegate and multi-task indicate the **Social Chair** position may be your calling! If people seem to gravitate toward you wherever you go, and you feel part of an event just waiting to happen, this committee is for you and your organizational skills!

If you are a thoughtful person with a positive attitude and the ability to communicate clearly, the **Membership Committee** may be the place to hang your hat! In addition to hospitality and member support services, this committee is responsible for ensuring the

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integrity of the election process for the association. Important behind-the-scenes skills include technological savvy, the ability to work with online forms, due diligence processing applications, tracking numbers, and database maintenance.

A sturdy individual who enjoys a fast-paced environment, has great written and verbal communication skills, maintains good attorney contacts, is resourceful and forward thinking who can coordinate multiple schedules would make a good candidate for the **CLE Committee!** The ability to obtain commitments, foster goodwill within the legal community, and follow-up to ensure we provide quality educational experiences to our members is paramount.

A person who can convince others to support a worthy cause, is creative, mathematically astute, has good social media skills, and enjoys a challenge would be a great fit for the **Fundraising Committee!** An individual others may consider a 'woo-er' (has the ability to win people over) and a 'do-er' (likes to get things done), and can apply friendly persuasion to secure donations would make an excellent addition! The ability to maintain optimism and encourage others would also serve well on the Fundraising Committee.

If you are proficient with forms and are methodical, detail oriented, respect deadlines, take projects seriously, and can maintain focus for the long run, we would love for you to join the monthly **Newsletter Committee** or the bi-annual **Legal Directory Committee.** Individuals must be responsive with determined follow-through, have no qualms regarding questions, seek out information, and be committed to the process. If you have the above qualities with strong written communication skills, then either of these committees is the place to get your P's and Q's in order!

Individuals who like structure, are conscientious, deadline driven, and have good communication skills are great candidates for the **Scholarship Committee.** The ability to perform research with attention to detail and good computer skills are among the 'prized' qualities for members interested in assisting with this committee!

Finally, for those members who feel being a paralegal is a calling rather than just a job, who respect the rules, have a desire to mentor and help others develop their potential, maintain high standards of integrity, and are committed to the profession, there is a place of leadership for you on the Executive Board of our association. Paralegals with extensive experience, who maintain membership in fellow paralegal organizations, have served on committees or as officers, earned TBLS Certification, NALA Certification, or are

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pursuing additional educational credentials - these are clear indicators that you are serious about what you do and your career path. If you are interested in continued development of your *own* potential, I hope you will look into running for office and serving on the **Executive Board of DCPA as an Officer** in 2018!

Please keep in mind that any member ready to be a team player who will show up when needed, participate enthusiastically, maintain a sense of humor, and be willing to learn as you go, can further develop their strengths by working as a team member on one of our committees. DCPA needs YOU to take that step and volunteer to serve in our association. Please contact any of the officers or committee chairs to sign up for the committee that will enable you to build your talents, nurture your natural abilities, and play to your strengths!



Blanket Brigade Volunteers

Submitted by President, Pamela Snavelly, ACP

Our first Blanket Brigade volunteer work night was very productive! Thanks to all who participated, donated materials, and supported the effort. We made six blankets on site and had four completed at home, for a total of ten blankets to donate to kids at Denton County Friends of the Family. We're off to a great start on our community service project!

If you were unable to attend in March, you will get another chance to participate at our second Blanket Brigade Work Night scheduled for Wednesday evening, **May 24, 2017** at 5:30 p.m. at the office of Hayes, Berry, White & Vanzant. Members who wish to participate and become a part of the Blanket Brigade are asked to donate or solicit donations of materials or funds for their own project. You are also welcome to work on your own individual project at home in your spare time. Either way, fleece is typically on sale in the Spring at many fabric stores so you can purchase your materials at big savings! JoAnns and Hobby Lobby often have coupons for 40% - 50% off on their websites.

Please email Pam at psnavely@hbwvlaw.com by Monday of that week if you will attend so that we can make plans for sufficient work space. Thank you for helping make a difference in our community!

See photos on the following pages!







In Memoriam

Jeanne “Toni” A. Manemann



Our condolences go out to long time DCPA member, Michele George on the loss of her mother, Jeanne A. Manemann of Denton, Texas on March 27, 2017. Toni, as she is known to her family and friends, was a kind soul with the gift of hospitality, who welcomed all into her life and home. She enjoyed cooking and serving her meals to guests and family. She was an independent, vibrant woman and her family and friends are grateful for her presence in their lives and will miss her dearly.



Birthdays

Our members with May Birthdays are:

Georgya Rankin (5/4)
Linda Lewis (5/20)
Ali Silva (5/20)
Daphina Park (5/25)
Kristi Sutton (5/27)

Hope each of you will have a **Happy Birthday!**

TBLS Board Certification

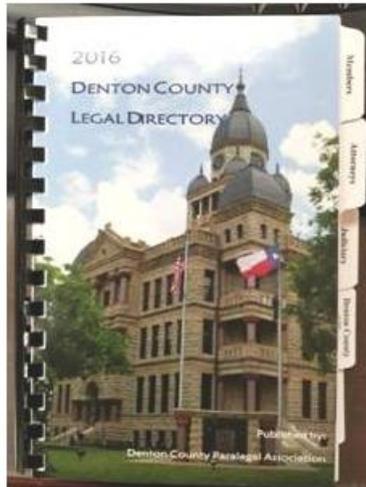
Experienced legal assistants and paralegals can earn their Board Certification through the Texas Board of Legal Specialization ("TBLS") by testing and proving special competence within a select field of law. There are seven legal specialty areas offered: Bankruptcy, Civil Trial, Criminal, Estate Planning & Probate, Family Law, Personal Injury Trial, and Real Estate. Each area contains both General Requirements and Specific Area Requirements. The Paralegal Certification Application must be submitted by June 30th in order to take the annual TBLS Paralegal Exam offered in November. Go to <http://www.tbbs-bcp.org/> for more information.

TAPA 2017

The Texas Alliance of Paralegal Associations ("TAPA") leadership conference was set in Lubbock April 7- 8, 2017 and hosted by the West Texas Paralegal Association. The TAPA conference is an annual event where leaders of paralegal associations throughout the state of Texas join together to exchange ideas regarding development of the paralegal profession. President-Elect Daphina Park and Secretary/Parliamentarian Martha Gallegos attended as representatives of DCPA. We are proud of the dedication shown by our executive officers to enhance their leadership skills and return with exciting new ideas for continued professional development of our association!

2016 Legal Directory

By: Cheryl Cooper, Committee Chair



The 2016 Legal Directory Committee of the Denton County Paralegal Association is pleased to report that we have published our Denton County Legal Directory.

We are providing two options for the directory this year: a bound hard copy of the directory, as well as a digital copy of the directory that is on a flash drive. This is the first time in the history of DCPA that we have offered a digital copy of the directory and we are very pleased at the way they turned out.

If you, or someone you know, would like to purchase one of these directories, please contact Cheryl Cooper at ccooper@dentonlaw.com; Work (940) 891-0003; or Cell (979) 277-8761.

Digital directory - \$15.00 (\$2.50 Shipping Fee)

Bound directory - \$22.00 (\$4.50 Shipping Fee)

Both directories - \$35.00 (\$6.50 Shipping Fee).

If you prefer to pick up a copy at no additional cost, you may do so at Alagood Cartwright Burke P.C., 319 W. Oak Street, Denton, Texas, 76201, with advance notice.

Checks should be made payable to Denton County Paralegal Association and either hand-delivered or mailed to our address.

Support Our Sustaining Members

Please help support our Sustaining Members by calling them when you have a project that needs outside support. Remember it is through their continued support and generosity that DCPA is able to provide social events at a low cost.

Stewart Process Service, Inc.

Bruce G. Stewart

110 Sheraton Place
Denton, Texas 76209
Phone: 940-367-4643
Fax: 940-484-0999
Email – stewartprocess@verizon.net

County Process Service

Fred Bowles

159 Sunny Side Lane
Valley View, Texas 76272
Phone: 940-390-0914
Fax: 940-484-6054
Email – fbowles@ntin.net

Stoffels & Associates, Inc.

Janel M. Stoffels

207 W. Hickory, Suite 304
Denton, Texas 76201
Phone: 940-565-9797
Fax: 940-565-9197
Email – jmstoffels@aol.com

File & ServeXpress

Jesse Guerrero

500 E. John Carpenter Fwy
Irving, Texas 75062
Phone: 972-893-6691
Fax: 888-529-7587
Email – jguerrero@fileandserve.com



Minutes

1. President Pamela Snavelly called the meeting held on March 16, 2017 to order at 12:10 p.m. at Oakmont Country Club in Denton. President Snavelly welcomed members, guests and the speaker.
2. Guest speaker was L. James Ashmore, partner with Neal Ashmore Family Law Group and past president of the Denton County Bar Association. Mr. Ashmore gave a presentation on Mediation and How to Prepare for a Successful Settlement.

OLD BUSINESS

3. President Snavelly asked for a vote on the February meeting minutes. A motion for approval was presented by Vicki Schmidt and seconded by Beth Honeycutt. The motion carried by unanimous vote.
4. President Snavelly asked for a vote of approval for the February Treasurer's report. A motion for approval was presented by Heather Walker and seconded by Daphina Park. The motion carried by unanimous vote.

NEW BUSINESS

5. President Snavelly gave an update on the Membership Drive Contest.
6. President Snavelly announced that the first Blanket Brigade Work Night would be held on March 29th. The work night would be a fun night to get together and go over all the basics and get some hands-on experience.
7. TAPA Conference is being held in Lubbock, TX, April 7-8, 2017. Daphina Park and Martha Gallegos will be attending and representing DCPA.
8. A Social Event is planned for April 8th at the Denton Means Business 5K & Fun Run. Everyone is welcomed to attend.
9. Next Luncheon and CLE will be held on April 20, 2017.
10. President Snavelly announced that the DCPA Spring CLE Seminar is scheduled for May 18, 2017 at Oakmont Country Club. It will offer 5 hours of CLE and feature presentations on "Keep Each Other Safe – Aware, Prepared, and Ready to Respond".
11. Martha Gallegos was the winner of the door prize.
12. There being no further business, President Snavelly adjourned the meeting at 1:00 p.m.