

SNAP SHOT



Presidential Ramblings

NALA Liaison Anna Buchner and I attended the 37th Annual NALA Convention in Omaha, Nebraska from July 25th through 28th. It was both educational and fun. Anna and I brought back Laure'l Santos's Affiliates Award which we will present to him at our August 21, 2012 general meeting. Kimberly Surratt, Esq., from Surratt Law Practice will be our guest speaker and will speak on the subject of family formation. Please join us when we present Laure'l with his award and learn something at the same time. Ms. Surratt is a passionate speaker and has a lot of information to share with us.

During the NALA convention, I attended the Family Law Institute. The first morning we learned about child custody, visitation, child support, and establishing paternity. Since the speaker was from North Carolina, we practiced calculating child custody using North Carolina child custody guidelines, similar to Nevada's guidelines. On the second morning we covered alimony and property division. This included determining a party's standard of living. On the third morning we were given a divorce scenario, and we broke up into two groups. We had to prepare an Equitable Distribution Worksheet to divide the assets and liabilities among the parties. We also had to determine an alimony payment. Since my group represented the wife who was a stay-at-home mom and sold HerbalLife products on the side, we were seeking alimony on her behalf. We then presented our case to the speaker who acted as the mediator. Unfortunately we ran out of time to complete a full mediation.

On the last morning I attended a course covering Microsoft Office tricks for legal professionals. The programs covered were Microsoft Word, PowerPoint, Excel, Access and OneNote. Since we only had 1 ½ hours to cover those five programs, the information was brief. I would have enjoyed a full day covering the material in depth.

Also on the last morning past NALA Presidents Vicki J. Kunz, ACP, and Vicki Voisin, ACP, presented Your Professional Power Playbook. Both ladies are dynamic speakers. They showed us how to execute plans and goals to build the career we want. They

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GENERAL MEETING

SNAP Calendar 2012

SNAP General Meetings Every Third Tuesday at Noon (see flyer)

ZoZo's Restaurant @ 3446 Lakeside Drive

August 21, 2012:

Speaker: Kimberly Surratt, Esq.

Topic: Testing Your Ethics. Beby Selling: What Not to Do!

September 18, 2012:

Speaker: Susan Brackney, CPA.

Topic: How to read a tax return

Officers and Chairpersons

President: Susan Sunday, ACP

1st VP/Education: Amy Hodgson, ACP

2nd Vice President/Membership/Job Bank:
Kate Cline, ACP

Treasurer: Erin Tieslau, CP

Parliamentarian: Susan Davis, CLA, PLS

Secretary: Crystal Huss

NALA Liaison: Anna Buchner

Activities/Social Chair: Jessica Bradshaw

Newsletter & Web Site Editor: Lynda Traves

[http://www.facebook.com/groups/](http://www.facebook.com/groups/154903284632632/)

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DUES ARE DUE!

It is renewal time again. Please complete the flyer and mail in your cheque for the appropriate amount. Deadline to receive the \$5 discount is Monday, August 20, 2012. You may bring your renewal to our General Meeting on August 21 but no further extensions will be permitted past that noon meeting time.

SIERRA NEVADA ASSOCIATION OF PARALEGALS

Affiliated with the National Association of Legal Assistants

P.O. Box 2832, Reno NV 89505

MEMBERSHIP RENEWAL APPLICATION

(Please Print – Clearly)

SNAP's membership year runs from July 1 through June 30. Membership dues are payable July 1 of each year, in the following amounts:

Active	\$50.00	(\$45.00 if paid by the third Monday in August)
Retired	\$20.00	(\$15.00 if paid by the third Monday in August)
*Associate	\$30.00	(\$25.00 if paid by the third Monday in August)
*Student	\$20.00	(\$15.00 if paid by the third Monday in August)

* If you wish/need to upgrade your membership to Active Member, please fill out a new membership application, and **PLEASE USE THE APPLICATION FOR ACTIVE MEMBERSHIP**. Make your check payable to SNAP and mail it to the address above.

Renewal Application

Name: _____ CLA/CP Designation: _____ M/F: _____

Residential Address: _____

Residence Telephone: _____ Business Telephone: _____

E-Mail address (print clearly): _____

Employer (if any): _____

Employer Address: _____

Areas of specialization (if any): _____

Experience in states other than Nevada: _____

Renewing Membership Category: ☐ Active ☐ Retired ☐ Student ☐ Associate ☐

I hereby attest that I meet the qualifications for Membership in the Sierra Nevada Association of Paralegals for the category selected.

I agree to be bound by the Code of Ethics and Professional Responsibility adopted by the National Association of Legal Assistants, Inc., subscribed to by the Sierra Nevada Association of Paralegals, and the bylaws adopted by the Sierra Nevada Association of Paralegals.

Date: _____

Applicant Signature _____

I prefer any SNAP mailings to be sent to: Home _____ Office _____

I would like to be included in the SNAP Job Bank to receive notification of job openings via e-mail _____

Member Biography

By Amy Hodgson:

When I was 21, I decided I would prove everybody wrong who said that I couldn't survive without Mom and Dad being nearby to bail me out. I moved to South Dakota. After one mild winter (my question: why is -10 considered mild?), I figured I had punished myself enough, and moved back home on the condition that I get an education.

I enrolled at Morrison University, thinking I would major in computer information systems, and set out to try to get a job that didn't involve fast food, retail, or casinos. My mother had a friend who knew of two attorneys who were looking for a receptionist. She put in a good word for me, and I was granted an interview. I was incredibly nervous about the interview all I knew about the legal profession was how to file and make photocopies which I had done as a child when my mom worked for an attorney. Keith Ching and Louis DiDonato had a different approach I had no legal experience, therefore I had no bad habits they had to break me of. They could train me the way they wanted! After two weeks of answering the phones, scheduling appointments and filing, I went to Mr. Ching and Mr. DiDonato begging them to give me more to do. And so started my fascination with the legal system. I changed my major to paralegal, and have never looked back!

After working for Mr. DiDonato and Mr. Ching, I tried my hand working for personal injury attorneys. It only took two jobs for me to discover that this was not the type of law I wanted to work in forever! I quit my second personal injury firm job because I was moving to Florida.

Once I got situated in Florida, I got a job as a scheduling secretary for a law firm in Fort Meyers. The attorneys primarily practiced worker's compensation law. As time went on, I was able to start drafting some of the reports for the review hearings for them, however, I wasn't particularly happy there. So, I started hunting once again. I applied for a job with Lee County's Guardian Ad Litem Program. The first position I was hired for was a receptionist/secretary position at the Guardian Ad Litem Program. It was a great way to learn about what the program did, how things ran around the office, and get to know our volunteer guardians. (In Reno/Sparks/Carson City, the Guardian Ad Litem Program is known as CASA.)

After two months of my three month probationary period, the marketing administrative assistant decided to move out of state to be closer to her children and grandchildren. I applied for her position and was promoted, which started my probationary period all over again. My job went from answering phones, filing and typing reports for Court to the recruitment and training of volunteers. I was responsible for tracking how volunteers heard about our program, making sure they were eligible to volunteer, providing adequate continuing education so they could remain certified once they finished all the initial training, as well as organizing and making sure all the children in the system that a guardian ad litem was appointed to received a Christmas present from people picking their names off various angel trees in the Fort Meyers area at Christmas. Out of all the jobs I have had, working for the Guardian Ad Litem Program was one of my favorites, and also the one I found to be the most fulfilling. I was (indirectly) making a difference in an abused child's life. In my opinion, nothing could be more important.

I was with the Guardian Ad Litem Program for 1 1/2 years. If my relationship hadn't fallen apart, and I hadn't been so incredibly homesick, I would probably still be there. However, once again I wanted to move home and be closer to my parents.

I moved back to Reno in May 2001. My mother had another friend whose firm was looking for a secretary for one of the partners. I interviewed with Gary Silverman and the rest, they would say, is history. After hopping from various types of law in private practice, I found one that I truly enjoy... Family Law. I again felt that I was making a difference. My job gives me the opportunity to help my clients through what I feel has got to be the roughest part of their adult life... the end of their marriage.

Since moving back to Reno, I married my Prince Charming, and we have two girls, ages 5 and 3.

Amy Hodgson, 1st Vice President



Check out this application on the App Store:



NALA F&F

National Association of Legal Assistants

Category: Business

Updated: Jul 23, 2012

View Item

Audrey Kay, Judicial Assistant, from Dept. 4 would like to have this put in the SNAP SHOT as a reminder for those of us who participate in the Short Jury Trial program.

"Orders for Dismissals should not be signed by the Pro Tempore Judge as it is a "final judgment" as defined by Rule 3(d) which States " [w]hile presiding over a case that is in the short trial program, the pro tempore judge shall have all the powers and authority of a District court judge except with respect to the final judgment. A final judgment is one that finally resolves all claims against all parties to the action and leaves nothing for the pro tempore judge's future consideration except for post-judgment issues such as attorney's fees and costs."

Judge Steinheimer has interpreted this rule to include dismissal orders as it resolves all claims.

Therefore, in the future, please submit the Orders of Dismissal to Department 4 for signature by Judge Steinheimer as Short Trial Program Commissioner/District Judge.

Submitted by Anna Buchner, NALA Liaison

Washoe County Law Library

75 Court Street, Room 101, Reno, NV

(775) 328-3250

<http://www.co.washoe.nv.us/lawlib/hoursloc.htm>

Nevada Legal Resources

Class at Washoe County Law Library

http://www.co.washoe.nv.us/index/display_outreach.html~details=8895

Washoe Legal Services

299 South Arlington Avenue
Reno, NV 89501

Telephone: (775) 329-2727

Fax: (775) 324-5509

Free legal services in Washoe County, Nevada

<http://washoelegalservices.com/>

State of Nevada Bar

<http://www.nvbar.org/>

Speaker Biography

KIMBERLY M. SURRATT, JD, is principal of Surratt Law Practice, PC where she maintains a family law and estate planning practice consisting of four attorneys and three legal assistants. Kim is a Fellow with the American Academy of Assisted Reproductive Technology Attorneys, a member of the National Family Law Advisory Council, the National LGBT Bar Association, the National Center for Lesbian Rights, the American Society of Reproductive Medicine, and a lobbyist with the Nevada Justice Association. She represents and consults with various ART medical clinics, surrogacy agencies and donor programs nationwide. She has been lobbying in front of the Nevada State Legislature since 2003 on various issues of reproductive technology including surrogacy and egg and embryo donation, adoption law including post-adoptive contact contracts and home studies, domestic partnerships and collaborative law. She published the first ART article ever in the Nevada Lawyer titled *Parenthood Through Technology* and was the first to speak to the Nevada State Bar Family Law Section regarding LGBT family law issues. Kim assisted the Federal Bureau of Investigations as an undercover witness to stop an illegal Ukraine “surrogacy” ring that was operating out of San Diego, California. She received her J.D. from Golden Gate University in 2002 and her B.A. from the University of Nevada, Reno in 1999. She maintains a Nevada and California license to practice law.

Summary of Presentation:

Title: Testing Your Ethics
Baby Selling: What Not to Do!

This presentation will take a real life baby selling scandal that came into our office and teach paralegals:

- 1) How to recognize a scam in any context whether it is family law or general civil practice, and
- 2) How to issue spot ethical pitfalls that arise for the paralegal when dealing with fraud and misrepresentation.

SNAP General Meeting Luncheon Tuesday, August 21 at Noon

SPEAKER: Kimberly Surratt of Surratt Law

TOPIC: Testing Your Ethics
Baby Selling: What Not to Do!

PLACE: ZoZo's
3446 Lakeside Drive
Reno NV

COST: \$18.00 – Members & Guests \$15.00 – Student Members

Name: _____

Office: _____

Phone/Email: _____

Member

Student

Guest

Menu - Italian Family Style

**Please mail your reservation form and payment to:
SNAP, P.O. Box 2832, Reno, NV 89505-2832**

**ALL RESERVATIONS WITH PAYMENT MUST BE RECEIVED
BY FRIDAY, August 17, 2012**

**RSVP via
Email to Amy Hodgson at amy@silverman-decaria.com
Or Evite**