

SNAP SHOT



Presidential Ramblings

As many of you are aware, in July Erin Tieslau and I attended NALA's 2013 Annual Convention in Portland, Oregon.

I attended the "Technology in the Law Office" institute, and I was planning on writing this month's article on some of the topics discussed in that institute. During the three days of the institute, I took notes on my iPad because honestly, I can type faster than I can write, and it's a lot easier to read later! Ironically, my children deleted my notes when they were playing with my iPad.

The most basic and useful thing I learned in the institute is – GOOGLE IT! Matthew S. Cornick, the presenter, emphasized that throughout his presentation. Granted, it was usually in a joking context, like if you don't know what Beta tapes are, or what the use of a pencil was when dealing with a cassette recorder, but honestly his suggestion is one of the most valuable tools a person has at their disposal.

When my office starting using Word as opposed to Word Perfect, I did not know how to put the header on the second page of my letter without it also showing on the first page. I Googled "different second page header" and voila, I found numerous pages with step-by-step instructions on how to have a different first page header.

Mr. Cornick also discussed ethical obligations to being in the Cloud. For example, how do you guarantee your Cloud service deletes the files you request it delete? He suggests you review the contract provided by the Cloud server and be ready to negotiate the terms to make sure there is a provision regarding the destruction of client files.

Also, did you know that in Google's terms of service for Gmail, Google *can* review content to determine whether it is illegal or violates Google's policies, and it may remove or refuse to display content it reasonably believe violates its policies or the law?

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GENERAL MEETING

SNAP Calendar 2013

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

ZoZo's Restaurant @ 3446 Lakeside Drive

September 17, 2013:

Speaker: Rick Compbs

Topic: Firearms, Marijuana, and Mental Health

October 15, 2013:

Speaker: Brett Kandt

Topic: Legal Ethics

November 19, 2013:

Speaker: Mark Schopper

Topic: Internet/Online Gaming

Officers and Chairpersons

President: Amy Hodgson, ACP

1st VP/Education: Susan Davis

2nd Vice President/

Membership/Job Bank: Kate Cline, ACP

Treasurer: Crystal Huss

Parliamentarian: Susan Sunday, ACP

Secretary: Christine Lamia

NALA Liaison: Erin Tieslau, CP

Student Liaison: Vacant

Public Relations: Anna Buchner

Activities/Social Chair: Jessica Bradshaw

Newsletter & Web Site Editor: Lynda Traves

<http://www.facebook.com/groups/154903284632632/>

However, the next sentence in its terms of service reads, “That does not necessarily mean that we review content, so please don’t assume that we do.” If you have a Gmail account, you grant Google permission to review your e-mails. How can you guarantee the attorney/client privilege if a third person *may* review the content in e-mails sent or received?

Mr. Cornick also discussed social media. I cannot tell you how often I am checking to see what is on an opposing client’s (or his or her children’s) Facebook page. While most people are diligent in keeping their Facebook pages “private”, so very little information can be obtained without “friending” them. In addition, you would be surprised at what you can find on Twitter. When I first got my iPad, I downloaded the Twitter app, thinking it may be cool and fun to play around with. I think I have “tweeted” less than ten times. Unlike Facebook, anything posted on Twitter is public. If you have a name/screen name to search, and you can find the right person, you can see ALL of that person’s tweets, up to the most recent 200 tweets. (According to Google, there is a way to retrieve up to 3,200 tweets, but I haven’t had to go back that far, thank goodness.)

Another interesting thing I learned was on predictive coding. Mr. Cornick said the best example he can give of predictive coding is

Pandora radio. With Pandora radio, you sign up and tell it a genre/artist you like. Pandora pulls a bunch of songs it “thinks” you will like. If you like it, you can give it a “thumbs up”. If you do not like it, you give it a “thumbs down”. If you use this feature enough, Pandora will start to give you music similar to your likes – less known artists, known as a concept search in predictive coding. Amazon does the same thing with its “Recommendations for you” by



looking at your order history and predicting you would like other similar items.

In order for predictive coding to work in discovery, you have to have a minimum of 100,000 documents. Subject matter experts (attorneys, experts, people who know what information they want to retrieve from the 100,000 documents) do a sample run of 1,000 documents, and the documents are put into three categories (1) responsive, (2) non-responsive, and (3) privileged, based on the parameters assigned. This sample set is used as a guide for the computer to review a set of

documents using a predictive coding software application. The subject matter experts review the documents coded by the computer and make any necessary corrections, and the process is repeated.

If you are interested in learning more about predictive coding, I suggest you Google it.

Respectfully submitted,

Amy S. Hodgson, ACP
President

**Minutes of the
Executive Committee Meeting
Sierra Nevada Association of
Paralegals (SNAP)
August 7 2013**

I. CALL MEETING TO ORDER:

President, Amy Hodgson, called the meeting to order at 12.01 p.m.

Those in attendance were:

President, Amy Hodgson, ACP
First Vice President, Vacant
Second Vice President, Kate Cline, ACP
Treasurer, Crystal Huss
Secretary, Christine Lamia
NALA Liaison, Erin Tieslau, CP
Activities/Social Chairperson Nominee, Jessica Bradshaw
Member, Susan Davis, PP, PLS, CLA

II. VERIFICATION OF QUORUM:

A quorum was verified as present.

III. MINUTES:

Amy Hodgson made a motion to approve the July 17, 2013 Executive Committee Meeting Minutes via email on July 23, 2013, Christine

Tidbits of the Month

Tips is a column in which paralegals submit practical advice and suggestions to other paralegals. We encourage each of you to submit your “hot tips” on a regular or irregular basis. Many of us have acquired skills over the years that have made our jobs easier, and we encourage you to share that knowledge with your fellow paralegals. You are welcome to include your name or not.

No Hot Tip This Month

Here is a link from the Nebraska Paralegal Association. It is always good to see other newsletters. Thank you Anna Buchner for sharing this:

http://issuu.com/amb8103/docs/2013_-_in_brief_august

Impressions of Burning Man by Lynda Traves

This year was bittersweet for me. The sweet was having our Recommitment Ceremony at the Reno C.O.R.E. (Circle of Regional Effigies) Project, *The Good, The Bad, and The Naughty*. This effigy represented Reno as a three-sided building: one side was a chapel, one a courthouse, and the final side was the “World famous Sparkle Pony Ranch”, including dance pole and flame effects.



Mark and I will be celebrating our tenth wedding anniversary on October 11 during our Canadian Thanksgiving Celebration. My daughter ensured that all the girls wore purple (my favourite colour) and the guys wore green (Mark's favourite colour). She even arranged to have our wedding song (which she sang at our wedding) played right after the ceremony was concluded. I arrived on the Red Rooster art car and a good friend “got rid of me” back to Mark (it is an inside joke I'd gladly retell). Mark wore his Gate wear proudly and I wore my wedding dress *This was my Burning Man*.

The bitter is two-fold. Mark and I work for Gate (where you come through to get into the event). We work so much that the standard joke in the department is “we hear there is an event called Burning Man going on”. We love working for Gate, but it also means we don't get much chance to see the sights, so we rely on the stories of others to let us know what is happening. We always say next year will be different — we will see, but I doubt it. It also was hard because I was Project Lead of the Reno Core project and needed to ensure that from start to finish that the project was built on-playa and left no trace after it burned. The second part is that our dog got injured while we were gone and lost her eye in the process. I left Burning Man early to help tend to her.



Dale “getting rid of me”

Even though this year was bittersweet, I will continue to promote this event. The art work is amazing and mind-boggling. I really do not know how these artists do what they do and the scale to which it is done. The people that we met from all over the world working on projects demonstrates that this event is growing and is meaningful outside the Reno/San Francisco area. There were 24 projects from regions around the world, including Canada, Israel,



Our camp: My daughter is next to me & my boys are the two tallest



Czech Republic, Holland, France, Lithuania, Taiwan, and many US regions. The one tradition for us is to have a camp dinner on Man Burn Night and watch the Man burn together. This year we had 13 people in our camp. The most in a few years.

Burning Man provides us with more opportunities than I could list. This pictures do not do the event justice because you are missing the sounds, smells, and emotions surrounding you. For those that go, they understand this. It is a harsh environment, where a city is build and torn down within 3 months, providing phenomenal experiences.



Chapel as seen before it burns



Chapel as seen while it burns



The Man, just before it burns

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/>

US Bankruptcy Court

http://www.nvb.uscourts.gov/downloads/bugle-newsletters/2013/2013_03.pdf

Meet the SNAP Board



Susan Davis
1st VP/Education



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



Anna Buchner
Public Relations



Erin Tieslau, CP
NALA Liaison



Amy Hodgson, ACP
President



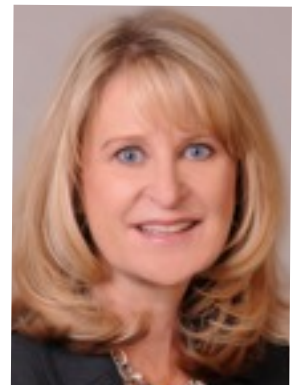
Crystal Huss
Treasurer



Christine Lamia
Secretary



Lynda Traves
**Newsletter &
Web Site Editor**



Susan Sunday, CP
Parliamentarian



Vacant
Student Liaison

Jessica Bradshaw
Social Activities



Speakers

September:

Rick Combs from the Legislative Counsel Bureau on Firearms, Marijuana, and Mental Health .

October:

Brett Kandt on Legal Ethics from the Attorney General's Office in Reno will discuss [the difference between the Ethics Commission and the State Bar Disciplinary Board](#) for attorneys.

November:

Mark Schopper on Internet/Online Gaming.

Biography for Rick Combs

Rick Combs was appointed by the Legislative Commission as the Director of the Legislative Counsel Bureau on May 30, 2012. Mr. Combs began his duties as Director on July 2, 2012, and has served in that role for one Regular Session of the Nevada Legislature. The Legislative Counsel Bureau is the central non-partisan agency



serving the Nevada Legislature with offices in Carson City and Las Vegas.

Prior to his appointment as Director, Mr. Combs performed in various roles in the Legislative Counsel Bureau's Fiscal Analysis Division for 14 years. In 2008, Mr. Combs was appointed as the Assembly Fiscal Analyst. In that role Mr. Combs assisted the Legislature in its review and oversight of the budget and finances of the Executive Branch of state government by providing primary staff support for the Assembly Committee on Ways and Means and the Interim Finance Committee. Together with the Senate Fiscal Analyst, he was responsible for administering the Fiscal Analysis Division.

Mr. Combs started his professional career in the Legislative Counsel Bureau's Legal Division where he served as a Deputy legislative Counsel. He prepared legal opinions for legislators and drafted legislative measures and administrative regulations for the Legal Division from 1994 to 1997.

Mr. Combs was born and raised in Johnson City, Tennessee. He received his Bachelor of Science Degree with Highest Honors in Political Science from the University of Tennessee at Chattanooga in 1990 and his law degree from the

University of Tennessee in 1993.

Mr. Combs and his wife, Allison, and their three children live in Reno.

SNAP General Meeting Luncheon Tuesday, September 17 at Noon

SPEAKER: **Rick Combs**

TOPIC: Legislative Counsel Bureau on Firearms, Marijuana, and Mental Health

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, September 13, 2013**

**RSVP via
Email to meeting@snapreno.com OR Evite**

**If you make a reservation, you are responsible for the
payment, even if you do not show.**