

July / August 2011



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Austin LPA, Inc.
c/o Alexis Montgomery
The Verdict! Editor
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The Verdict!

AUSTIN LEGAL PROFESSIONALS ASSOCIATION, INC.

Director's Message

By Patti Heaney

Unfortunately this week I heard of another friend who was downsized at her law firm. Years of experience, great employee, terrific reviews, but at this time and in this economy, her job was eliminated. I have heard stories of firms going to a six attorneys to one secretary/assistant ratio. Yikes! There is a great article contained in this issue about The 10 Worst Things to Put on Your Resume, but what about interviewing? Unfortunately, some of the people getting downsized are not spring chickens. What if you're close to (or over) 50 and on the job market again? Here are some tips about interviewing.

- **It's not all about you!** I know this may be hard to hear, but it's not all about you! You need to think about why someone would hire you. You need to be the exact candidate that is a solution to whatever the hiring person needs. Sometimes older candidates want to talk about themselves in job interviews. Don't narrate your resume in great detail, don't show off those battle scars inflicted by past law firms, just listen and answer the questions posed to you.
- **Leave history and attitude at the door.** Go into an interview prepared to listen and understand exactly what the current situation and issues are for this prospective position. Do your homework – go on the firm's website, see what attorneys are listed, are there other offices in different cities? Be prepared. You want to match up their needs with your specific talents and be the obvious solution to their problem. Don't whine about your last attorney, your financial situation, your health or the health of your children and/or spouse. I once interviewed a candidate I thought would be a great fit for our firm – that is until she started talking (and wouldn't stop) about her adult daughter and grandchildren living with her, their medical needs, constant trips to the doctor and how much she had to care for them and what a priority they were in her life. Really? Did she think this would help her get a job? All it did was give me the impression that she would be always taking time off from work and that work wasn't always her first priority.
- **Make the cultural connection.** Chances are great that the human resources manager who conducts the interview and the attorneys who employ you will be younger than you are. You need to show that you are not stuck in the past. Understand how you are perceived by others – the way you look, words you use and the attitude you hold. Clean up your act before the interview.
- **Network.** Yes, that word that everyone throws out. If you haven't joined LinkedIn, do it. It's free and you can build a useful professional network that can help with your move and build knowledge and contacts. Try to attend as many professional meetings and conferences as possible (YES, this is an Austin LPA, Texas ALP and NALS push too!) Meet people and then invite and add them to your LinkedIn profile. It's good to be remembered and when someone hears of an opening, it's you that they call.

THE IMPORTANCE OF PROOFREADING

Believe it or not, people are judging you every day by your grammar skills—or a lack thereof. A letter, email, or document from your firm may be the first (and only) impression that a client, opposing counsel, judge, or prospective client gets of you, your lawyer, and your firm. An attorney may have created an absolutely fabulous piece of work, but if it leaves your office with a dumb mistake that would have been caught if someone had taken the time to proofread it, that fabulous piece of work turns into a piece of something else and leaves the client wondering if what he is paying for is correct. It also reflects poorly on the attorney AND on everyone else who works there, regardless of whether they have actually touched the document. There comes a time when a client tires of sloppy work product. Imagine that you are your firm's best client—paying \$600 (more or less) an hour—and receive work product with misspellings and grammatically incorrect sentences. How long would it take you to find another law firm with more pride in their work?

Although losing a client is one of the worst things that could happen, courts are tiring of sloppiness as well. I recently saw an article about a federal judge in Philadelphia who reduced a lawyer's fee because of the typos in the documents he submitted to the court, which included misspelling the magistrate's first name in a letter and calling the court's location the "Easter District of Pennsylvania" in another document. The court stated in its ruling that the "[Attorney's] complete lack of care in his written product shows disrespect for the court."

You also have to think about your firm's national (or global) reputation. Ask yourself how many times someone in your office has received an email with an

attached document containing an inadvertent (although funny) typo that ended up forwarded to a "joke" email group or pinned on the bulletin board in your firm's kitchen. Just think, with social networking that type of mistake could end up on the Internet for millions to "enjoy" and pass on—all at the expense of your firm's reputation.

All of this really does happen and I don't want my office's work product to end up with a big red circle around it on some other firm's bulletin board or passed on to law firms across the country—particularly when so many of my NALS friends recognize the name of my firm. It reflects poorly on me and everyone who works here.

Proofreading IS important and here are some tips to help you become a better proofreader:

- Print and read the hard copy.
- Read out loud (preferably in a room with a closed door) and silently to yourself.
- Read backwards to focus on the spelling of words.
- Use spell checker and grammar checker as a screening tool but do not depend on them. "Doe snot" are actually two legitimate words, but do not convey quite the same meaning as "does not."
- Have others read for you.
- Use a blank sheet of paper to cover up the material not yet proofed.
- Keep a list of the most common errors you (or the authors you are proofing for) make. If your attorney makes the same mistakes over and over again (mine consistently uses "meet" for "met" and "choose" for "chose"), keep that list so you can look for those specific errors.

- If you are editing in Word, use the “track changes” function to make your comments apparent to other reviewers. You should not just make edits you think should be made (except perhaps for formatting changes). Something you think is wrong may change the intent or meaning of the entire document and the attorney is VERY unlikely to read it again once they have given it to you. If you redline the document and send it back, they can check on the specific “suggested changes” and either accept or reject them before it goes to the client or opposing counsel.
- Use some type of editor’s flags. Put a symbol (such as “#” or anything you will use consistently) into the document where the author needs to pay special attention or next to items that need to be double-checked before it is finalized. In the final proof, search for all “#” flags and remove them. I use brackets and all caps messages that are highlighted. On the final look through the document on the screen, those are fairly easy to see. Use whatever method will work for you; just make sure that they are removed before they are finalized.
- If you are proofreading technical information, enlist a buddy and take turns reading the document out loud to each other. While one of you reads, the other one follows along on a separate copy to catch any errors and awkward phrases.
- First, proof the body of the text and then go back and proof the headings. Headings are prone to

error because the person drafting the document often comes up with the heading for a section and then either ends up writing something completely different or someone else edits that language so the heading does not fit the content. Authors tend to overlook headings when they are reviewing documents.

- Be careful that you actually **read** what the document says and not just what you think it says or you can miss subtle errors in words that might be spelled correctly but just are not the correct word.
- Double check proper names. Nothing will upset a client more than seeing his own name misspelled.
- Check citations to other documents. Go to the other document to make sure the quotations and paragraph, section, and page numbers are accurate. If a judge figures out that one quotation is misstated, he may not trust any other quotation you use.

With increased reliance on email, it is even easier to send mistakes to your client, opposing counsel, and others. We are all busy, but this is how your client sees the value of the amount of money he is paying your firm. Taking the time to slow down and proofread EVERYTHING—including emails. Remember, everything that leaves your office is worth the investment of your time. Errors in our firms’ work product are very avoidable, even when we are stressed and rushing, if we will make proofreading a habit.

*By Kathi Siekman PP PLS, CLA
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EMAIL ETIQUETTE

Of all Internet activities, email is the most popular. Almost 88 percent of all Internet users in the U.S. use email. This information comes from a survey conducted by the UCLA Center for Communication Policy (*The UCLA Internet Report: Surveying the Digital Future*. UCLA Center for Communication Policy, 2001). According to the same survey, approximately 90 percent of those who use the Internet at work use it to access business email. There's a good chance you use email to communicate with others, including your boss, colleagues, clients, or prospective employers.

Some messages get right to the point ... a little too quickly. The writer wastes no time asking for what he or she needs without bothering to be polite. Some younger individuals use some sort of shorthand, *i.e.* "Can U plz send info on careers?" This may be appropriate for communicating with your buddies through instant messaging, but not for writing to someone you've never met. Besides, being a little more specific might help the recipient find the information faster.

Sometimes there are glaring errors, such as misspellings and very poor grammar. While this annoys me some, you can only imagine what a prospective employer would think when receiving a poorly written message. Because your correspondence says a lot about you, you should be aware of some basic email etiquette, sometimes known as *netiquette*.

Mind Your Manners

What three words have a total of only 14 letters yet carry a great deal of meaning? People may not notice these words when they're there, but if you forget to use them, you'll come across looking disrespectful and ungrateful. Give Up? These very powerful words are "Please" and "Thank You." This might not be especially bothersome to you, but there are others who are very sensitive to being addressed by their first names. When in doubt, use Mr., Mrs., or Dr. (if appropriate). When you are replying to an email and the sender of the original message has used his or her first name only, then you could safely assume it's okay to use that person's first name as well.

Don't Use that Tone with Me

Tone is a difficult thing to explain. Remember when your parents would say "Don't use that tone of voice with me, young lady (or young man)?" Your feelings come across by the way you say something. It is easy to change your tone when you're speaking. When you're writing it's very hard to do. Whenever you write an email, read the message over several times before you hit send. You want to make sure you come across as respectful, friendly, and approachable. You don't want to sound curt or demanding. Sometimes just rearranging your paragraphs will help.

If you're writing to someone you've communicated with before, you might want to begin by saying "I hope you are well." Email writers often use **emoticons** to convey a certain tone. For those of you who don't know what these are, emoticons are little faces made up by arranging parentheses, colons, and semi-colons. But, use good judgment here. If you write to someone frequently and you have a less formal relationship, then emoticons are okay. If, however, you're writing to a prospective employer, stick to words only.

Avoid writing your message using all upper case letters. It looks like you're shouting. Don't use all lower case letters either. Some people say it will make it seem like you're mumbling.

And Your Point Would Be...?

When possible, be brief. Get to your point as quickly as you can. However, please don't leave out necessary details. If providing a lot of background information will help the recipient answer your query, by all means, include it. You may even want to apologize for being so wordy at the beginning of the message.

Plz Don't Abbrvt.

Teenagers often send emails using all sorts of abbreviations -- U instead of you, 2 instead of to or too, plz instead of please, and thanx instead of thanks. It's fine for personal email. Business email should be more formal. Of course, frequently used abbreviations such as Mr. and Mrs., FYI (for your information), inc., and etc. are fine.

What's In a Name?

Take a look at your email address. What does it say about you? Are you a *sexymom@isp.com*? Maybe. But do you want a prospective employer to think so? Think of getting a more formal address. Perhaps your first initial and last name would be good. If you're really

attached to your address and don't want to change it, consider adding a second one for professional use only. If your ISP (Internet Service Provider) only provides a single address, look into getting a free account. If you're currently working, you may have a company email account. Do not use this address for job hunting purposes. Use a personal account only.

Spelling Counts... Grammar Too

Use your spell checker. That's what it's for. Don't rely entirely on the spell checker though. If you're using the wrong spelling for a particular use of a word, *i.e.* two vs. to vs. too, the spell checker won't pick it up. Don't try to guess the spelling of a word. Look it up in a dictionary. Good grammar is important. Use a conversational tone when writing. It sounds friendlier. Contractions are okay. Slang is not. Under no circumstances should you use offensive language.

Don't Get Too Attached

Attachments. Obviously, it goes without saying that you should not open them unless you know the sender. And even then, hesitate. Attachments often carry viruses. The sender may not even know they're sending you a virus. As a matter of fact, they may not even know they're sending you an email. There are

many viruses that cause your email program to send everyone in your address book an infected file.

You can contact the recipient first to ask if it's okay to send an attachment. Then that person will know to expect it. If you're sending a resume, you're best off cutting and pasting it right into the email message itself. You should also avoid using hypertext markup language, or HTML. Not every email program can interpret it, and what the recipient winds up with is an unreadable mess. Use plain text only. You might have to change that beautifully formatted resume into something a little less fancy.

Make a Good First Impression

Email is much less intrusive than a phone call and faster than a letter. It may be your introduction to someone you never met before. Take your time putting together a well-written message. Once you hit the send button you won't have another chance.

*By Dawn Rosenberg McKay
www.about.com – Career Planning*



More Opportunities for Knowledge

LOCAL CONTINUING LEGAL EDUCATION:

- August 16 Austin LPA Lunch and Learn
Austin Bar Association, 816 Congress Avenue, 7th Floor, 12:00 p.m.
- September 13 Austin LPA Lunch and Learn
Austin Bar Association, 816 Congress Avenue, 7th Floor, 12:00 p.m.

STATE, REGION, AND NATIONAL CONFERENCES:

- September 30-
October 1 *Texas ALP Fall Educational Conference*
Holiday Inn Express, Waco, Texas
(Early Bird Registration Deadline is August 31, 2011) www.texasalp.org
- October 13-16 *NALS Professional Development & Education Conference*
Hyatt Regency Cincinnati, Cincinnati, Ohio
(Early Bird Registration Deadline July 1, 2011) www.nals.org
- March 1-3 (2012) *NALS 2012 Professional Development and Education Conference*
Double Tree Hotel, Tulsa, Oklahoma www.nals.org
- May 4-5 (2012) *Texas ALP 57th Annual Education Conference*
Drury Inn, San Antonio, Texas www.texasalp.org

NALS ONLINE LEARNING CENTER:

- August 2 Online Study Group – Written Communications, Part I (8:00 p.m. CST;
www.nals.org)
- August 9 Online Study Group – Office Procedures/Legal Knowledge, Part II (8:00
p.m. CST; www.nals.org)
- August 16 Online Study Group – Ethics/Human Relations, Part III (8:00 p.m. CST;
www.nals.org)
- August 23 Online Study Group – PLS Legal Knowledge, Part 4 (8:00 p.m. CST;
www.nals.org)
- August 30 Online Study Group – PP Substantive Law Review (8:00 p.m. CST;
www.nals.org)

LEGAL CAREER OPPORTUNITIES

We are now in mid-summer and hope everyone is staying cool. In the meantime, check out the cool job listings that have been posted on our website. These listings provide great opportunities and wonderful environments.



If you would like to post a job opening or if you are considering changing employers, please contact me and I can provide you with the contact information. One of the great benefits of being an Austin LPA member is our local career opportunity listings. They are for the benefit of NALS, Texas ALP, and Austin LPA members only. To see our current listings, please refer to our website at www.austintlpa.org and go to our Career Center. Thank you for your time and I look forward to hearing from you.

Mary Bernal / mbernal@lglawfirm.com

COMMUNITY SERVICE REQUEST

Austin LPA needs your help! While death rates to cancer, heart disease, and stroke have all declined in the last 20 years, diabetes rates continue to climb. Type 2 diabetes is the most common form of diabetes. Some groups have a higher risk for developing Type 2 diabetes than others such as African Americans, Latinos, Native Americans and Asian Americans, Native Hawaiians and other Pacific Islanders, as well as the aged population. In Type 2 diabetes, either the body does not produce enough insulin or the cells ignore the insulin. Type 1 diabetes is usually diagnosed in children and young adults. In Type 1 diabetes, the body does not produce insulin. Insulin is a hormone that is needed to convert sugar, starches, and other food into energy needed for daily life.

Austin LPA would like our members' input on how we can help the Austin community fight this disease. Please contact Patti Heaney at pheaney@vblp.com with all of your suggestions. Austin LPA would like to make a difference with our Community Service Project this year. Thank you!



Austin 512-892-1876

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- Mobile Notaries
- Government Filings
- To All Points in Texas



The 10 Worst Things to Put on Your Resume!

According to a [2010 Accountemps survey](#), 28% of executives say the resume is where most job seekers make mistakes in the application process. But what exactly constitutes a mistake?

We talked with career coaches and resume writers to find ten gaffes that will guarantee that your resume never makes it past round one.

1. Unnecessary Details about Your Life

There are a few personal details you should include on a resume: full name and contact information, including email, phone number and address. But beyond that, personal details should be kept to a minimum. If the prospective employer wants to know more than the minimum, they will ask you or figure it out for themselves.

"Your age, race, political affiliation, anything about your family members, and home ownership status should all be left off your resume," says Ann Baehr, a certified professional resume writer and president of New York-based Best Resumes. "What's confusing is that [a lot of personal information is] included on international CVs. In the U.S., including [personal data] is a no-no because it leaves the job-seeker open to discrimination."

The exception to the rule: If you're looking to work for an organization closely tied to a cause, you may consider including your race, political party, or religious beliefs.

"Personal data may suggest a bias, unless what you want to do next is directly tied to one of those categories, because it shows aligned interest," says Roy Cohen, a New York City career coach and author of "The Wall Street Professional's Survival Guide." So, unless you're looking to work for a religious, political, or social organization, you're better off keeping personal philosophies to yourself.

2. Your Work Responsibilities as a Lifeguard When You Were 16 ...

"Don't include information that will not advance you in your work goals," says Rena Nisonoff, president of The Last Word, a resume-writing and job-coaching company in Boston. "Anything extraneous should be left off your

resume." That includes hobbies and irrelevant jobs you held many years ago.

Unless you're an undergraduate student or a freshly minted professional, limit your work history to professional experience you've had in the past 10 to 15 years (or greater, if it was a C-level position).

3. A Headshot

In some industries, being asked for and including a headshot is commonplace, but unless you're a model, actor, or Miss America, the general rule of thumb is that photos should be left out.

"To many [hiring managers], including a headshot feels hokey," says Cohen. It can give off the wrong impression, and isn't a job-seeking tactic that's customarily received well.

Furthermore, it's illegal for employers to discriminate against job candidates based on appearance, so attaching a headshot can put employers in an awkward position, says Nisonoff. Unless it's specifically requested, and it's relevant to the job at hand, keep your appearance out of it.

4. Salary Expectations

Most job candidates feel uneasy discussing salary requirements. For good reason: Giving a number that's too high or too low can cost you the job. You should keep it out of your application materials entirely, unless the hiring manager asks for it.

"If they specifically ask for it, you should give them a range," says Nisonoff, but even still, that information should be reserved for the cover letter and not put on the resume. If you have the option, save that discussion for a later stage of the interviewing process, ideally once the interviewer brings it up.

5. Lies

This should really go without saying, but career coaches and resume writers alike report that the line between embellishment and fabrication is often crossed by job applicants -- and that they've seen it cost their clients jobs.

One of the most common areas in which people fudge the facts is the timeline of their work history.

"A client of mine who worked for a Wall Street firm had moved around quite a bit," says Cohen. The client, who was a registered representative, intentionally excluded a former employer from his resume, and covered it up by altering the dates of employment at other firms. "Registered representatives leave a FINRA trail, and when his resume was checked against his FINRA trail, [the company] saw he had left off a firm and they pulled the offer," Cohen explains.

Whether it's using false information to cover a blemish or exaggerate success, there's no room to lie on your resume. No matter how miniscule the chance is that you'll be caught, you should always represent yourself as accurately as possible.

6. Things That Were Once Labeled "Confidential"

In many jobs, you will handle proprietary information. Having inside information from your positions at previous employers might make you feel important -- but if you use that information to pad your resume, chances are it will raise a red flag.

"Confidential information should never be shared, it shows poor judgment," says Cohen.

If you're sharing the names of your clients, in-house financial dealings, or anything else that might be for your eyes only, it can backfire in two ways. The prospective employer will know that you can't be trusted with sensitive information; and your current (or former) employer might find out what you have been sharing and it could be grounds for dismissal or even a lawsuit.

7. If You Were Fired From a Job -- and What You Were Fired for

Your resume should put you in a positive light. Including that you were let go for poor performance, stealing from the company, or any other fault of your own will have the exact opposite effect.

"Leave out information about a situation that positions you negatively, such as 'I got fired' or 'I mishandled funds,'" says Cohen. "Anything that suggests you used poor judgment in your current or former job."

Following this advice does not violate the rule about lying (No. 5). If you're asked to explain why you left a job, you need to bite the bullet and be straightforward, but until then, make sure you're putting your best foot forward.

8. Overly Verbose Statements

There is a pretty fine line between selling yourself and overselling yourself. Too many resumes overstate the importance of job responsibilities.

"Job seekers with limited experience [try] to put themselves in a 'management' light," says Baehr, using phrases like "Spearheaded high-profile projects through supervision of others, leading by example." Keep your flair for the dramatic to a minimum, so resume readers can get a picture of what your real responsibilities were with your past or current company.

9. "References Available Upon Request" and Your Objective

The age-old "references available upon request" has become archaic. You should have solid references lined up from the get-go, so when the hiring manager asks for them, you're ready to share them.

"It's not really an option," says Baehr. "If they want your references, they're going to get them."

Also nix the objective statement. It's not really necessary to explain your career goals unless you are a recent graduate or are switching careers. If necessary, work your objective into a summary of your qualifications, says Cohen.

"It explains what you want, which may not be readily apparent from the resume," he says, "and it also tells a story to explain why you want to make the career change."

10. TMI

Too much information is almost never a good idea. It's particularly bad when it's put in front of hiring managers who are busy, tired, and quite frankly, probably not going to read your resume word-for-word. If you put too much information in your resume, recruiters will likely not read it at all or just scan it quickly.

"Far too much detail is damaging because it won't get read," says Cohen. "It suggests that you get lost in seeing the forest for the trees and also suggests an attachment to information. It's a burden to the reader, and these days, readers of resumes don't want to be burdened."

*Copyright 2008-11 www.careerdfw.org
By Kelly Eggers / Fins Finance*

VENDOR THANK YOU!

Austin LPA appreciates *all* of its corporate sponsors and the support they provide our Association. There are times when our corporate sponsors go beyond expectations and we would like to give those sponsors extra kudos. In this edition, we would like to spotlight **Barringer Document Services** and **Jim and Melissa Barringer** and **Edward Gutierrez** for their generous support. *Thank you* Jim, Melissa, Edward, and Barringer Document Services for your sponsorship of Austin LPA! Barringer Legal Copies recently celebrated ten years of business and offer document, color, and oversize scanning, optical character recognition, and all of your electronic needs along with coding/indexing, and digital blowbacks. Go to our Corporate Sponsors page at the end of The Verdict! for their contact information.

BIRTHDAY WISHES TO YOU!



Marcus Fuentes – July 21
Angelique Davis – July 22
Theresa Ann Alba – August 1
Kiyomi Armistead – August 6

Linda Rodriguez – August 7
Julie Whitson - August 8
Debbie Schick – August 15
Betty Wells – August 15

COMMUNITY NEWS PAGE

AUSTIN LPA, INC. 2011-12 MONTHLY CALENDAR

July 2011

- 4 Independence Day
- 12 Lunch and Learn (Tenant/Landlord Issues)
Austin Bar Association (noon)
- 16-17 Region 6 Conference
Amarillo, Texas
- 22 Deadline to submit articles for The Verdict!

August 2011

- 1 Registration deadline for NALS certification exam on September 24, 2011
- 4 Business Meeting - Thompson Coe (noon)
- 8-12 The Verdict! distributed
- 9 Lunch and Learn
Austin Bar Association (noon)

September 2011

- 5 Labor Day
- 13 Lunch and Learn (PowerPoint presentations)
Austin Bar Association (noon)
- 23 Deadline to submit articles for The Verdict!
- 24 NALS certification exams (PP/PLS/ALS)
- 30 Texas ALP Fall Board Meeting
Waco, Texas

October 2011

- 6 Business Meeting - Thompson Coe (noon)
- 10 Columbus Day
- 11-14 The Verdict! distributed
- 13-16 NALS Education Conference and
National Forum – Cincinnati, Ohio
- 25 Lunch and Learn (Probate)
Austin Bar Association (noon)

November 2011

- 8 Lunch and Learn (Texas Lawyers Assistance)
Program) Austin Bar Association (noon)
- 18 Deadline to submit articles for The Verdict!
- 24 Thanksgiving

December 2011

- 1 Business Meeting - Thompson Coe (noon)
- 1 Call for Nominations for Austin LPA officers
- 5-9 The Verdict! distributed
- 13 Holiday Bazaar
- 15 MOY deadline to receive applications
- 15 Scholarship deadline to receive applications
- 25 Christmas
- 26 Holiday

January 2012

- 1 New Year's Day
- 1 Registration deadline for NALS certification exam on March 3, 2011
- 2 Holiday
- 9 Recognition Dinner for MOY/Scholarship Recipients
- 16 MLK Day
- 20 Deadline to submit articles for The Verdict!

February 2012

- 1 MOY/Scholarship Deadline to forward applications to Texas ALP
- 2 Business Meeting - Thompson Coe (noon)
- 6-10 The Verdict! distributed
- 14 Lunch and Learn (Federal Court update)
Austin Bar Association offices (noon)
- 14 Valentine's Day
- 20 President's Day

March 2012

- 3 NALS certification exams (PP/PLS/ALS)
- 13 Lunch and Learn (EEOC/ADA Regulations)
Austin Bar Association (noon)
- 16 Deadline to submit articles for The Verdict!

April 2012

- 9-13 The Verdict! distributed
- 10 Lunch and Learn
Austin Bar Association (noon)
- 19 Annual Meeting – Place TBD

NALS ONLINE Learning Center and WebEd Sessions; dates and topics vary; 8-9 p.m. CST
(for more information visit www.nals.org). For further information, forms, etc.,
please visit the association websites at www.austinpba.org; www.texasalp.org; and www.nals.org.

If you have a posting for the Community News Page, please contact me at alexismontgomery@austin.rr.com.
Please remember, it is important that good communication occurs throughout our Chapter for our members to be aware of what is occurring in our profession and what events are coming up.

2011-2012 Leadership Roster

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President	Vacant	
President Elect	Vacant	
Vice President	Trudy Rush	trush@thompsoncoe.com
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