

## San Francisco Legal Professionals Association



PO Box 2582, San Francisco, CA 94126 www.SFLPA.org



In This Issue...

# What Have We Been Up To? Recent Events

Feature: Conference Delegate's Report

Feature: SFLPA Scholarship Articles

## **Happy Pride!**

By Kate Cochran, Advising Editor

SFLPA wishes you all a Happy Pride and hopes you're getting out and about in the gorgeous summer weather the Bay Area has experienced lately! We have so enjoyed seeing each other in person, whether at the office, when we manage to make it in, or at SFLPA events, like the 86th Annual Officer Installation at R&G Lounge held in April, and our first in-person Membership Happy Hour at the Patriot House in June, where we got to watch the Warriors destroy the Celtics in Game 6 of the finals to win the NBA Championship-Go Warriors! We have more fun events on the horizon, like our July 20 Membership Meeting, which will feature sought-after speaker LPI President Rod Cardinale, Jr. and dinner with your SFLPA friends! Don't miss out--RSVP at: <a href="https://www.sflpa.org/events-">https://www.sflpa.org/events-</a>

Don't miss out--RSVP at: <u>https://www.sflpa.org/events-calendar/</u>. We look forward to seeing you all there!

## San Francisco Legal Professionals Association 2022-2023 Elected Officers











President

**Vice President** 

Frances Skaggs, CCLS Leanne Ruesink Lorri Nicolini, CCLS Secretary

Sally Mendez Treasurer

**Christine Flores, CBA** Governor

### **Appointed Officers, Chairs & Committee Members**

Executive Advisor: May Sene - executive advisor@sflpa.org Parliamentarian: Christine Flores, CBA - governor@sflpa.org Career Promotion and Scholarship: Sally Mendez - careerscholarship@sflpa.org CCLS Program: Lorri Nicolini, CCLS - ccls@sflpa.org Chapter Achievement: Christine Flores, CBA - governor@sflpa.org Education Committee: Lillian Wong and Leanne Ruesink - education@sflpa.org Hearsay Advisor: Kate Cochran, Chair - editor@sflpa.org Interclub: Lillian Wong, Chair - interclub@sflpa.org Legal Procedure: Leanne Ruesink, Chair - legalprocedure@sflpa.org Membership: Leanne Ruesink - membership@sflpa.org Professional Liaison/Day-in-Court: Lillian Wong, Chair - dayincourt@sflpa.org Programs: Lillian Wong - program@sflpa.org Ways & Means: May Sene - waysandmeans@sflpa.org Website: Kristen Craig-Reed, Chair - website@sflpa.org

#### **Open Positions:** Hearsay Editor, Social Media & Public Relations





#### VOLUME 86 - ISSUE 1

### MAY-JUNE 2022

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## PRESIDENT'S MESSAGE



## FRANCIE SKAGGS, CCLS

### Goals for Growth

#### Dear Members:

Welcome to the new fiscal year! In the beginning of this SFLPA fiscal year, we recently welcomed our newly appointed officers at R&G Lounge in San Francisco's Chinatown. in person. Installing Officer Maria Gonzalez, CCLS, from Stanislaus County LPA read an eloquent speech about flowers and growing as she welcomed each of us in our new roles. It was one of the first public events of what I hope will be many more, and the first in person installation since April 2019, making it even more special.

We were honored to be joined by many special guests, including incoming LPI President Rod Cardinale Jr., who brought good friends Shannon Quigley and Elyse Dresser, CCLS from Santa Clara County LPA. Jennifer Page, CCLS from Marin County LPA also joined us as well as LPI Treasurer Bettina Jacobson (Placer County LPA) who drove all the way from Auburn to attend!

Thank you to May Sene, Lillian Wong and Leanne Ruesink for working diligently to make this event special and fun for all who attended. Lillian, as always, brought her enthusiasm, May decorated and gave everyone cute chopsticks decorated in a Chinese pouch and Leanne made beautiful bouquets of roses for each of the incoming officers. Of course, there were also some really nice prizes donated by many of our Board members.

Speaking of fun events, our Ways and Means Committee dynamic duo Lillian Wong and May Sene are already planning some exciting future events including a paint day and silent auction. Incoming Vice President, Leanne Ruesink, is planning a special Happy Hour soon to welcome back our members. Keep on the lookout in our Hearsay, as well as our website at <a href="https://www.sflpa.org/">www.sflpa.org/</a>.

It is my honor to serve as President for another year. I could not do it without the support of all the talented board members of SFLPA., an association that is now entering its 86th year.

My theme for the 2022-23 Fiscal year is "Goals for Growth." Now that many legal professionals are returning to the office whether it's full time or on a hybrid schedule, it's time for us to have more in person events and start to grow. There is a need for Legal Secretaries and other paraprofessionals now, and SFLPA provides the education, training and networking to help interested people grow in this career.



## PRESIDENT'S MESSAGE



CONT'D.

How do we grow and reach our goals?

#### G-O-A-L-S

**G – Gratitude**. Be grateful. No one achieves goals on their own. Be grateful for all you have. Practice writing down a gratitude list every morning. It can list all those who have supported you in your life and on your journey. This practice is good for your mental health!

O – Overcoming Obstacles. On our journey, there will always be obstacles. Overcoming them is what builds strength and makes you smarter! Look for resources. Reach out for support, SFLPA and LPI have so many resources available to help any bump in the legal professional road.

A – Act with Accountability. Who is in charge of your life? YOU! There is no one else better to be in charge. Hold yourself accountable, and that includes mistakes. It's ok to make mistakes, it shows that you are growing, learning and taking risks to advance!

L – Learn. Learning is one of the best ways to triumph over obstacles and weaknesses. Every day new studies prove how important it is to continue to learn. SFLPA offers continuing education through its webinars, seminars, publications, websites and a connection to resources, updates in the law, as well as networking with others with experience.

S – Success! With these steps, you will be on the right trajectory for growth!

This will be a great new year. We have an amazing board who are full of enthusiasm and we are ready to grow!



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## VICE PRESIDENT'S MESSAGE



## LEANNE RUESINK

Dear Friends, Members, and SFLPA Community,

My name is Leanne Ruesink, and I am the newly appointed Vice President of the San Francisco Legal Professional's Association. It is with great honor that I serve the San Francisco community for the 2022-2023 year. While it is my job to support the President and carry out the functions of the Marketing chair, my primary responsibility is to you. As such, I promise to work diligently, introducing the tools and resources that are designed to promote continuing education and growth for professionals in the legal industry.

Through our wide range of activities, and events, The SFLPA also serves as a vehicle to encourage and support relationships. I am particularly excited to offer opportunities through the SFLPA that enables us to work together, learn together, and play together!

I encourage you to attend one of our quarterly meetings, special events, or monthly MCLE Brown Bag webinars. Dates for upcoming activities can be found under the "Events" tab on our website.

I look forward to supporting your work and education endeavors and hope to have the pleasure of meeting you at one of our SFLPA events.

Many blessings,

Leanne



## VICE PRESIDENT'S REPORT



### **Membership Statistics**

Below is our current membership composition, as of June 30, 2022:

	Membership Type						
Membership Class	Renewal	New	Total (per Membership Class)				
Active	37	10	47				
Associate	1	1	2				
Student	0	0	0				
Total (per Membership Type)	38	11	49 TOTAL annual members*				



Founded in 1969 Pathways Personnel uses its strong regional network of legal and corporate professionals built from our stable and continuous presence in the bay area employment industry for over 50 years to find the highest quality candidates for our clients. All Pathways recruiters are legal and corporate industry veterans. Our experience lets us better understand the challenges that our clients and candidates face working in and running a law firm or corporate legal department.



# ANNUAL CONFERENCE DELEGATE'S REPORT

#### TREASURER SALLY MENDEZ

I've worn several hats for San Francisco Legal Professionals Association ("SFLPA") over the course of 20 years. I've served as a Delegate on a few occasions, but it has been 10 years since I last served as a Delegate at an Annual Conference. This year, I proudly served as a Delegate for SFLPA from May 19 through May 22 alongside our local chapter President, Francie Skaggs, CCLS, and Governor Christine Flores, CBA. Vice President Leanne Ruesink and Secretary Lorri Nicolini, CCLS also served as Alternate Delegates in case Francie, Chris and I wouldn't have been able to be immediately present to vote on any issues. It is really important that our Chapter has full representation at all times, since topics can come up for discussion or business to be handled at the moment.

I strongly encourage all of you, as members of SFLPA, to attend at least one conference. There will be business to be discussed before the General Assembly and there are many continuing education opportunities available, but above all, this is a great opportunity to make new friends and network. You never know when you will need to reach out to another member of LPI.

I have volunteered at conferences and have assisted many times, and each time I come back with more knowledge and a sense of determination to set out some goals for both my association with SFLPA and my own career path.

The conference workshops began on Friday with a series of speed trainings for Officers and Chairs. This set of speed trainings were something new that was being offered to anyone interested in participating. Even through it was a speed walkthrough, the information was very helpful. Normally, you would only sit through one workshop and this allowed us all to get an overview of everyone's role in the association for both LPI and on a local level. You got to meet your counterpart in person, and were able to ask questions and get tips on how you can help your association.

After training, I headed over to sit at the open luncheon and meet many new members of LPI. My partner Rae also attended, since she is considering going back to school and pursue her paralegal certificate. LPI has inspired both of us to continue with our legal careers and try to advance our personal growth.

On Friday afternoon, I was able to attend one of the Legal Specialization Workshops on cannabis use. The topic was "To Blunt or Not To Blunt: Marijuana Use and Employment." The presenter was Eileen Kenney of Berliner Cohen LLP.



## ANNUAL CONFERENCE DELEGATE'S REPORT

### CONT'D.

It was a very interesting topic and I learned a lot from this workshop. I highly recommend you visit LPI's website and check out this event and other presentations that have been recorded. On Friday evening, we enjoyed a fun reception and got to meet a few new vendors who were in attendance.

Saturday morning, we joined the Annual Conference Meeting and discussed some items of business. During this session, LPI awards were given out. SFLPA won several categories, and we are all thrilled about our wins. Go team SFLPA!

- San Francisco LPA won First Place for our History Book. Thanks to the tremendous hard work put in by our Executive Advisor, May Sene.
- San Francisco LPA's publication *Hearsay* won Second Place in the LPI Bulletin Contest. Thanks to our Co-Editors Kate Cochran and Judy Nakaso and everyone else who works so hard to put our *Hearsay* together.
- The winners for the Eula Mae Jett Scholarship were announced and our very own Alice O' Dell Scholarship Winner, Jazmin Molina, was recognized as the Second Alternate Winner. This was great news to hear! Congratulations, Jazmin, and we look forward to being part of your career in the legal industry! We welcome you and are proud of your determination.

For Saturday's luncheon, we honored all the members who passed the CCLS (California Certified Legal Secretary) Examination. Our very own Francie Skaggs and Lorri Nicolini passed the CCLS Exam, and we congratulated them heartily for their hard work. The CCLS exam is not an easy task to complete and we are very proud of them. This also motivated me to get my mind to focus on the goal—to become a CCLS. LPI offers educational programs to help you achieve that goal. The tools are there for us, we just need to focus on reaching that goal. WE CAN DO IT!

Later Saturday, we continued with the afternoon session of the Annual Conference and in the evening we went to enjoy a nice banquet dinner. We were able to hear our keynote speaker, (ret.) Judge LaDoris Hazzard Cordell give an inspirational message. She also has a book that I recommend you order: "Her Honor: My Life on the Bench...What Works, What's Broken, and How to Change It." You can find the book on Amazon. We have purchased a copy for our home and look forward to reading it.

On Sunday, we participated in an excellent brunch and ended the day with LPI's closing ceremonies. We thoroughly enjoyed ourselves and can't wait for the next conference, even if we don't attend as delegates. And remember...we get Chapter Achievement Points when we participate or attend conference events. On to setting new goals for ourselves, our careers and San Francisco LPA!



## THE GREAT RESIGNATION

### GOVERNOR CHRIS FLORES, CBA

#### Will the Great Resignation Lead to the Great Regret?

For most of us, we are now two years into remote work, either working from home full time or on a hybrid schedule. Some do not ever care to set foot in a workplace, while some are tired of being isolated. Some feel that working from home gives them more balance, especially when thinking about the time saved by not commuting. However, others feel that life and work just blend into each other, and that feels anything but balanced. One young lady interviewed in a recent segment of Inside Edition felt that an employer requiring her to report to a workplace regularly was a high level of micromanaging, while others feel that working remotely requires company managers to check up on their staff more than if they were in the workplace.

As people have re-evaluated their lives, many have made career changes. In fact, since June 2021, nearly four million people per month have voluntarily left their jobs. However, a recent survey of 2,000 of those who have quit their jobs revealed that one in five of those people regrets leaving. Some have already begun to look for yet another employment opportunity. A significantly higher salary does not translate into a higher level of satisfaction with a new job. Many employees—in fact 30% of those surveyed—found that their new role was far different than they expected, and 24% of the respondents to the survey didn't thoroughly evaluate the career change before they made it.

So what should we do if we find that we want to explore a new career opportunity, for any reason? First, ask for clarity about the things that are important to you. Ask about how much time can be spent working remotely. Ask for clarity about the responsibilities of the position. Sites such as Glassdoor can be helpful, as current and former employees can post about their experiences working for a given company. Watch for trends in those postings to get a feel for whether the position would be a good fit. Interviewing only on Zoom does not always give a clear picture of the company culture. If possible, a meeting should be held at the company location where you might get a better feel for what the work day might be. As my mother always said, "The grass may look greener on the other side of the fence, but you still have to mow it."

For more insight on this subject, please watch the video found at this link: <a href="https://www.nbc.com/today/video/after-great-resignation-some-workers-now-part-of-great-regret/472645843">https://www.nbc.com/today/video/after-great-resignation-some-workers-now-part-of-great-regret/472645843</a>



## CELEBRATING AAPI HERITAGE



## **EXECUTIVE ADVISOR MAY SENE**

In 1978, Congress passed a resolution creating the Asian/Pacific American Heritage Week. In 1992, it expanded the observance to a month (May) to coincide with two very important milestones in Asian/Pacific American history: (1) the arrival of the first Japanese immigrants in the United States on May 7, 1843 and (2) completion of the Transcontinental Railroad on May 10, 1869 by hardworking Chinese immigrant workers whom laboriously laid the tracks of the railroad.

According to the 2020 United States Census Bureau, Asian American & Pacific Islanders are a diverse and fast growing population of 23 million American that includes approximately 50 ethnic groups in more than 40 countries and speaking over 100 varying languages, including but not limited to Chinese, Indian, Japanese, Filipino, Vietnamese, Korean, Hawaiian, and other Asian & Pacific Islander ancestries.

The Chinese, Indians, Filipinos, Vietnamese, Koreans and Japanese accounted for 85% of all Asian Americans (as of 2019).

The term "Asian" refers to people having origins in any of the original peoples of the Far East, Southeast Asia or the Indian subcontinent.

According to <u>pewresearch.org</u>, the nation's Asian population rose to 11.9 million by 2000 and then nearly doubled to 22.4 million by 2019 which was an astonishing 88% increase within just two short decades. Asians now make up about 7% of the nation's overall population, and their numbers are projected to surpass 46 million by 2060 to nearly four times their current total.

The estimated number of Asian population of Chinese, except Taiwanese, descent is approximately 5.1 million in the U.S. in 2020. The Chinese (except Taiwanese) population was the largest Asian group in the U.S. followed by: Asian Indian – 4.5 million, Filipino – 4.1 million, Vietnamese – 2.2 million, Korean – 1.9 million and Japanese – 1.6 million.



## CELEBRATING AAPI HERITAGE



CONT'D.

According to <u>worldpopulationreview.com</u>, California has the highest Asian American population with a total of 5,866,435 Asian Americans. This is about 14.8% of California's total population. A large part of this Asian population resides in major cities such as Los Angeles, San Francisco, San Jose, and San Diego. California is followed by New York with 1,680,219 million Asian Americans and Texas with 1,446,073. Wyoming has a disappointing 4,633 Asian Americans which makes it the state with the smallest population of the demographic. (It appears that we need more diversity in the Midwest!)

The term "Native Hawaiian and Other Pacific Islander" refers to people having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands. Pacific Islanders include diverse populations that differ in language and culture. Pacific Islanders refer to those whose origins are the original peoples of Polynesia, Micronesia, and Melanesia. Polynesia includes Hawaii (Native Hawaiian), Samoa (Samoan), American Samoa (Samoan), Tokelau (Tokelauan), Tahiti (Tahitian), and Tonga (Tongan).

As of 2020, Pacific Islander Americans make up 0.5% of the total American population with 1,586,463 people.

All in all, it appears that our AAPI population is here to stay and will continue to grow and expand in exponential numbers, and to create more diversity throughout the United States.











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## SFLPA Out and About Photos



Executive Advisor May Sene is all smiles at Rabinowitz Courthouse in Fairbanks, Alaska.



This Inuit traditional outfit was a highlight of Executive Advisor May Sene's Alaska trip!

## SFLPA Out and About Contd.



The SFLPA Membership Happy Hour at the Patriot House on June 16 - Having Fun and Watching the Warriors Win!



Brand new SFLPA Members enjoy the Membership Happy Hour with Jessica, Danielle, Victoria and Vice President Leanne Ruesink.



SFLPA Secretary Lorri Nicolini, CCLS enjoys a Mexican Fiesta Dinner with the Contra Costa LPA on June 1 at its Vendor Event.



Congratulations to Hearsay Co-Editors Kate
Cochran (pictured) and Judy Nakaso for winning
2nd Place in the LPI Bulletin contest!



## **MEMBERSHIP**

Established in 1934, Legal Professionals Inc., also known as "LPI," is a nonprofit, mutual benefit corporation organized for the purposes of providing educational, professional, and personal development programs to its members.

Membership is open to anyone within the legal profession. In addition to legal support professionals, the membership includes court clerks, court reporters, paralegals, legal assistants, legal administrators, banking/trust department personnel, legal support vendors, and attorneys.

Local associations, located throughout the state, offer monthly educational and professional programs. Many sponsor lunchtime learning, evening, and weekend long-term educational workshops.

#### Advantages of LPI Membership:

- · Continuing education and professional development
- Local association educational meetings
- · Networking with other legal professionals
- · The Legal Secretary magazine (published quarterly)
- Benefits available to members on an individual basis:
  - · Discounts on LPI's Rutter Group publications
  - Financial consulting
  - Disability income plan
  - · Long-term care plan
  - · Medical plan
  - Credit union memberships
  - Rental car discounts

#### LPI Conferences:

Conferences are held May, August, November, and February at various locations throughout California. Continuing educational seminars and workshops are offered at each conference, conducted by respected attorneys, judges, and educators. Updated materials are provided for each workshop.

#### Membership-At-Large:

There are over thirty associations within the State of California. Legal professionals may join LPI as a Member-at-Large if a local association is not within a reasonable distance. Members-at-Large are eligible for all of the benefits of membership, but joining LPI through a local association provides instant access to the benefits of the local association as well as LPI.

#### **LPI Publications:**

Legal Professional's Handbook – This best-selling, twovolume publication sets out procedures and forms in most areas of law in a clear, concise manner.

Law Office Procedures Manual – This publication, an excellent training tool, contains completed Judicial Council forms, procedural guidelines and a glossary formulated for legal procedure.

Legal Secretary's Reference Guide – The essential, handy desk reference guide for busy legal professionals.

The Legal Secretary – This quarterly magazine, published by LPI and distributed to all members, contains educational and professional development articles from LPI officers, chairmen, members, and guests.

#### LPI Programs:

California Certified Legal Secretary – Become more valuable in your office, maintain and increase your skills, gain more confidence, earn more respect, and achieve greater financial security by achieving certification through the CCLS program. Online study courses are offered.

<u>Legal Specialization Sections</u> – Further your legal education by joining one or all of the Legal Specialization Sections: Civil Litigation, Criminal/Family Law, Law Office Administration, Probate/Estate Planning, Federal Law, and Specialty Law. Classes are offered free to members at each LPI conference, as well as online. Members receive a statewide roster of counterparts and quarterly newsletters.

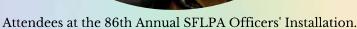
Legal Secretary Training – Online classes are offered, including Beginning Legal Secretary and Advanced Discovery. Classes are work-at-your-own-pace, and are designed for legal staff at all levels.

For more information about membership or an association near you, contact LPI's Corporate Office: Kim Oreno, kim@legalprofessionalsinc.org; <a href="www.legalprofessionalsinc.org">www.legalprofessionalsinc.org</a>. Find us on Facebook, Instagram, LinkedIn & Twitter!

Take a step in the right direction. Advance your legal career, improve your professional and personal skills.

BECOME A MEMBER OF LPI TODAY.







## **Recent Events**

## SFLPA Officers' Installation Lunch

#### By May Sene, Executive Advisor and Ways & Means Chair

What a perfect day (April 23, 2022) to have the SFLPA Installation of Officer's Luncheon in San Francisco! The beaming sun was shining brightly and smiling down on us after several days of rain earlier in the week. Our special luncheon was held at the popular wellknown R&G Lounge in San Francisco's iconic Chinatown. We are grateful to the people that traveled far and wide across seven Bay Area counties to attend our special event.

The delicious 10-course banquet meal at R&G Lounge was everything we expected and more! In addition to the mouthwatering beef tenderloin cubes with sweet peas, crystal prawns with honey glazed walnuts, and roasted garlic pea shoots, most of us agreed that the highlight of the meal was the succulent and juicy oven roasted Chilean Sea Bass, a delicacy and specialty of R&G Lounge. To top off our perfectly delicious meal, we were served with a refreshing and light coconut and red bean gelatin dessert. Yummy!!

As the luncheon commenced and we began to delve excited into our delectable family style dishes, Francie Skaggs, CCLS, SFLPA's current and incoming President, introduced our Installation Officer, Maria Gonzales, CCLS, Secretary of the Stanislaus County LPA. Ms. Gonzales graciously introduced each of our incoming Officers using the wonderful analogy of a growing and blossoming plant. Each Officer was presented with a lovely rose



## What have we been up to?

## SFLPA Officers' Installation Lunch (cont'd.)

bouquet by Installation Marshal May Sene, SFLPA's Executive Advisor. Many thanks to Leanne Ruesink for putting together the beautiful flower arrangements for the event. I noticed that Ms. Ruesink added a playful personal touch by including a large rainbow color pinwheel in each bouquet! What a fabulous and fun idea, Leanne!

Congratulations to all of the incoming SFLPA Officers: President – Francie Skaggs, CCLS; Vice President – Leanne Ruesink, Account Executive at First Legal; Secretary - Lorri Nicolini, CCLS; Treasurer – Sally Mendez; and Governor - Christine Flores, CBA!

After the installation ceremony, SFLPA's Ways and Means Committee, May Sene and Lillian Wong, presented President Francie with the SFLPA President's Annual History Album/Scrapbook, along with a \$250 Gift Card at Francie's favorite jewelry store, Tiffany & Co. By the way, Francie brought herself a beautiful bracelet from Tiffany's just a few days later! Needless to say, she is over the moon with her President's Gifts!

President Francie Skaggs, in turn, presented awards to Kristen Craig-Reed with Barkley Court Reporters, SFLPA's Website Editor and longtime supporter of SFLPA, Leanne Ruesink with First Legal (with the Rising Star award), and Kate Cochran, Co-Editor of the Hearsay, for their valuable contributions to SFLPA. We were able to facetime with Ms. Craig-Reed, who was attending a wedding in Malibu. THANK YOU, Kristen, Leanne, and Kate, for a job well done!

Another highlight of the luncheon was when Ms. Skaggs proudly presented the SFLPA'S Alice O'Dell Scholarship Award, comprising of \$1,000, to Recipient Jazmin Molina. Congratulations to Ms. Molina for winning this prestigious award and best wishes to her for a successful and promising legal career!

To conclude our fun and delicious luncheon, Lillian Wong held an exciting raffle drawing with some enticing prizes of fine wine, fine candy, small bottles of cocktails, and a \$100 bill that was personally donated by Ms. Wong. Thank you, Lillian, for your generosity and for entertaining us with the fun raffle drawing!





## What have we been up to?

## SFLPA Officers' Installation Lunch (cont'd.)

Last but not least, a very special Thank You to Maria Gonzales, CCLS, of Stanislaus County LPA, Rod Cardinale, Jr. (LPI Incoming President), Elise Dresser, CCLS, and Shannon Quigley, all from Santa Clara Legal Professionals Association, and Jennifer Page of Marin County Legal Professionals, for attending our special event. We are forever grateful and appreciative of your ongoing support at our installation events! Many thanks to all those that attended the SFLPA Officer's Luncheon. It was wonderful to see everyone! Please stay tuned for more in-person SFLPA fun events! Finally, THANK YOU to Gwilliam Ivary Chiosso Cavalli & Brewer and Hanson Bridgett LLP for their generous sponsorship of our event!









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# SFLPA & LPI EVENT CALENDAR

## **Educational & Networking Opportunities**

## July

07/04 - Independence Day (court holiday) 07/07 - LSS - San Joaquin Superior Court 07/12 - SFLPA Board Meeting - 6 pm 07/14 - LSS - San Diego Superior Court 07/20 - SFLPA Membership Meeting - 5:30 pm

07/21 - LSS - USDC Southern District

07/26 - SFLPA Brown Bag - Data Breach

## August

08/02 - SFLPA Board Meeting 6 pm

08/02 - Beginning Legal Secretary Training

08/02 - LPI Overview of California Discovery

08/04 - LSS - Los Angeles Superior Court

08/11 - LSS - Placer Superior Court

08/12 - LPI Quarterly Conference - Orange County

08/18 - LSS - USDC Central District

08/23 - SFLPA Brown Bag

## September

09/06 - SFLPA Board Meeting 6 pm

09/27 - SFLPA Brown Bag The Power of Pause

All SFLPA events are posted on our website. You will also find some of the flyers published in this issue. Please visit us at <a href="https://www.sflpa.org">www.sflpa.org</a> and click on the Events tab.

We also encourage you to visit LPI's website at <u>www.legalprofessionalsinc.org</u> to keep up with all the educational webinars, other local association events, and information on upcoming LPI Conferences. Don't miss out on the ongoing Summer Court Series webinars offered this summer!







#### **JUNE 2022**

06.02.2022 - USDC, Northern District Court

06.23.2022 - Santa Clara Superior Court

06.30.2022 - El Dorado Superior Court

#### **JULY 2022**

07.14.2022 - San Diego Superior Court 07.21.2022 - USDC, Southern District Court

#### **AUGUST 2022**

08.04.2022 – Los Angeles Superior Court 08.11.2022 – Placer Superior Court

08.18.2022 - USDC, Central District Court

#### SEPTEMBER 2022

09.29.2022 - Sacramento Superior Court

#### The cost to attend each webinar is as follows:

- LPI Member/Local Association Member \$25
- Non-Members or Attorney \$45
- Members of ALL Six (6) Legal Specialization Sections (LSS) FREE! (LSS Membership is only \$75/year and it includes all live seminars and webinars through April 30, 2023)
- LPI Class Pass More info on next page

Online registration and payment available at: https://www.legalprofessionalsinc.org/events/ or scan the QR code





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#### California Certified Legal Secretary A Program of LPI®



### **APPLICATION TO TAKE CCLS® EXAM**

Mail Application, copy Vivian L. Shreve, CCL					
(Select one)	(Select one		i alo Alto, or	. 54564	
Northern California [		September 18, 2021	Saturo	ay, March 19,	2022
Southern California	_	September 18, 2021	Saturo	ay, March 19,	2022
<ul> <li><u>Deadline</u>: Applications must be received</li> <li>Late Application: Late Fees apply w</li> </ul>			days (but not loss	than 30 days)	
prior to the examination date, and acc			days (but not less	s triair 50 days)	
• <u>Deferral</u> : Requests to defer to the ne	ext exam must be rec	ceived at least 30 days	prior to the exam	date.	
EXAMINATION FEES		eck 🗌	12 10	PayPal	
(Select Payment Type)	Payable to " Mail to above add	ress CC	LSCertifyingBoar	application to d@gmail.com.	
		Pay	ment link will be	provided upon	
LPI Members			tion of eligibility t	o sit for exam.	
On Time Registration Fee		On Time Regis		\$ 75.00	
Examination Fee*			nation Fee*	100.00	
Late Fee (if applicable)		Late Fee (if	applicable)	45.00	
TOTAL DUE w/o Late Fee:	\$125.00	TOTAL DUE w/	o Late Fee:	\$175.00	
	Personal I	nformation			
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Provide your legal secretarial employ order to confirm that you have at leas your current position for two years.					
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Employer:					- 1
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Summary of Duties:		•			
I certify that I have completed this appl this application or revocation of my cer confidential and not to be discussed w California Certified Legal Secretary Cer	ication truthfully. I ur tification. I understa ith anyone, and that n	nd and agree that the co	ntents of the exam	ination are	of
Date:					
	Applica	nt Signature			
*Fees subject to change without notice					
Rev. April 2020					

HEARSAY | ISSUE 01







## California Court Chatter

#### **Alameda Superior Court**

Superior Court of Alameda County repeals emergency Local Rules and forms; adopts new and amended Local Rules and forms, along with new Bail Schedule; and launches new web site.

The Superior Court of Alameda County (Court) announced today that it has repealed a number of emergency Local Rules and forms that were adopted during the pandemic and has adopted a number of new and amended Local Rules and Forms, along with a new Bail Schedule. These changes, detailed below, were made pursuant to the authority conferred by Chief Justice Tani Cantil-Sakauye in her March 23, 2020, Statewide Order and in light of the upcoming April 30, 2022, rescission of that Order and June 30, 2022, sunset of the Judicial Council's remaining Emergency Rules.

Effective April 30, 2022, the Court will repeal the following:

- Emergency Local Rules 1.2a, 1.7a, 1.8a, 3.29, 4.115, 4.116, 5.32, 5.38, 5.46, 5.6, 5.66, 7.180, and 7.825; and
- Forms ALA-FL-EMER-060 and ALA-CRM-EMER-001.

Effective May 27, 2022, the Court will also repeal form ALA-CRM-014-A. Effective April 30, 2022, the Court will adopt the following:

- Amendments to Local Rules 1.7 and 1.90;
- New Local Rule 1.8.1;
- Amendments to form ALA-CRM-014;
- New local form ALA-CRM-019; and
- The 2022 Misdemeanor and Felony Bail Schedule.

The Court is also pleased to announce that, with the assistance of staff from its Office of Information Technology and the Judicial Council of California, it has updated its web site. The new site has been redesigned to be easier to use and navigate. It features an expanded Self-Help Services page, and links directly to the Judicial Council's newly improved and updated Self-Help Guide to the California Courts, both of which provide valuable resources to self-represented litigants on a variety of topics.







## Court Chatter Cont'd.

#### San Francisco Superior Court

Pursuant to California Rules of Court 3.672(e), the San Francisco Superior Court is providing notice of expedited adoption of Rule 14.1(D) "Remote Participation in Probate and Mental Health Court Proceedings and Remote Access by the Public" to the Local Rules of Court, Effective May 10, 2022.

The Local Rules for San Francisco County may be viewed at this address: <a href="http://www.sfsuperiorcourt.org/general-info/local-rules">http://www.sfsuperiorcourt.org/general-info/local-rules</a>

SFLPA Legal Procedure Chair LEANNE RUESINK legalprocedure@sflpa.org 415.707.9221

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To Register, go to https://www.sflpa.org/eventscalendar/ or scan the OR Code



### San Francisco Legal Professionals Association



## Data Breach: What Exactly Does That Mean?



Presented by:

M. Anderson Berry, Esq. Arnold Law Firm

> July 26, 2022 12:30 pm to 1:30 pm

To <u>Register</u>
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You can also Register online at www.sflpa.org/events-calendar/

One Hour of MCLE and CCLS Continuous Education Certificates Available. This event is open to anyone in the legal industry. Feel free to share with your colleagues and friends.

### **About the Presenter**

M. Anderson Berry is an experienced civil litigator, recently employed by the U.S. Attorney's Office in the Eastern District of California. As an Assistant United States Attorney in the Affirmative Civil Enforcement Unit, Mr. Berry handled a wide variety of False Claims Act cases and other civil claims, recovering millions of dollars for the U.S. Government



Before working as a federal civil prosecutor, Mr. Berry worked for a prominent global law firm, where he represented clients in international arbitration and complex commercial litigation. He worked with clients in a broad array of industries, including oil and gas, alcohol distribution, retail, and pharmaceuticals.

Mr. Berry grew up in California, where he graduated from U.S. Berkeley School of Law where he was the Senior Editor for both the Berkley Journal of Criminal Law and Berkeley Journal of International Law. For more about Mr. Berry, visit justice4you.com/m-anderson-berry.

The SFLPA is an accredited MCLE Provider through Legal Professionals, Incorporated. For more information about the programs offered through the SFLPA, visit our website at: www.SFLPA.org



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## SOME OF THE TOPICS THAT WILL BE COVERED:

- · Introduction to the Law Office
- Duties of the Legal Secretary
- · Effective Telephone Skills
- Effective Oral Communication Skills
- · Calendaring and Timetables
- · Basic Grammar Skills
- Transcription and Proofreading Techniques
- Court Structure
- Citations
- · Service of Legal Documents
- · Preparing a Proper Caption

- Preparation of Documents Filed with the Court
- Basics of Civil Litigation Interrogatories
- Demand for Production of Documents
- · Request for Admissions
- Depositions/Deposition Subpoenas
- Demand for Physical Examinations
- Discovery Timelines, Service and Verifications

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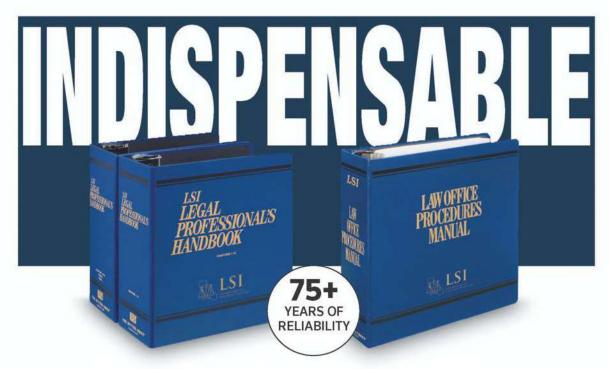
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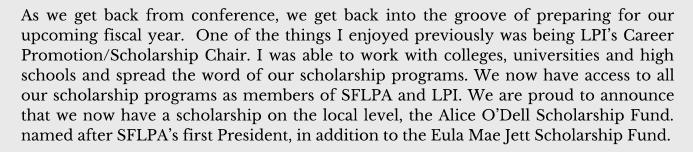
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## Scholarship Program

By Sally Mendez, Career Promotion / Scholarship Chair



Thank you to Felicia Masters and Francie Skaggs who worked so hard to establish SFLPA's Scholarship Program and worked to raise funds for our scholarship program. You can also donate to our scholarship fund. If you go to our website, <a href="https://www.sflpa.org/donate-to-sflpa/">https://www.sflpa.org/donate-to-sflpa/</a> under the donate tab, you can designate funds to our scholarship program.

Special Announcement! As you may or may not know, Jazmin Molina was our Alice O'Dell Scholarship Winner. Jazmin is a student at San Jose State University and is enrolled in their Paralegal Program. She applied to both our local scholarship and LPI's Scholarship. She received high recommendations from her Department Chairs and we are very pleased to be a part of her legal career.

At Annual Conference winners were announced for the LPI Eula Mae Jett Scholarship and they were separated by the following Categories:

High School Senior Title: Category A

Amount: \$2,000 for First Place and \$1,000 for Second Place

Details: Applicants shall be restricted to seniors who will have successfully completed high school by the end of June and will be enrolled in the fall semester immediately following the school year in a college or business school offering a course of study in the legal field. All applicants must be legal residents of the State of California.







## Scholarship Program Cont'd.



College Student Title: Category B

Amount: \$2,000 for First Place and \$1,000 for Second Place

Details: Applicants shall be restricted to students who will have completed at least one year of college by June of the school year, and who will be enrolled in the fall semester immediately following the school year in a college or business school in a course of study in the legal field, until all such courses have been taken to satisfy the requirements for a degree or certificate in said legal related program. All applicants must be legal residents of the State of California.

Career Change Student

Title: Category C

Amount: \$2,000 for First Place and \$1,000 for Second Place

Details: Applicants shall be restricted to students who will be enrolled in the fall semester in a college or business school in a course of study in the legal field and shall be an individual who either (a) desires to re-enter the workforce after a prolonged absence but requires training or specialized education in order to qualify as a candidate for a position in the legal field; or (b) has been in the workforce for a number of years but desires to enter the legal field and wants to receive the training or specialized education needed to do so. All applicants must be legal residents of the State of California.

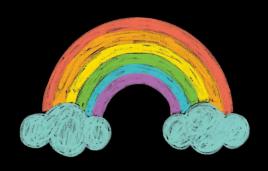
Even though we have three categories, unfortunately, LPI only received applications under Category C.



Feature Herticle



## Scholarship Program Cont'd.





First Place Winner - Under Plan C Jennifer Bone Sponsoring Association Orange County LPA

Second Place Winner – Under Plan C Rebecca Phillips No Sponsoring Association

First Alternate
Bess Hoe
Sponsoring Association
Santa Clara County LPA

Second Alternate Jazmin Molina Sponsoring Association San Francisco LPA

If you are interested in returning to school, have family members currently enrolled in paralegal studies, children in high school interested in the legal field, please reach out to us and see if you are lucky scholarship winners.

Good luck, winners, and we are proud of all of the scholarship recipients!



Feature Haticle



## Scholarship Article

By Jazmin Molina SFLPA Scholarship Winner 2021-22

## My Journey to Becoming a Paralegal

A friend once asked me, "What do you want to be remembered for?" My immediate response was, "I want to be remembered as a resilient, determined, hard-working go-getter that never gave up on her dreams". For me, I had no other option than to become a successful paralegal. I wasn't just doing it for myself, I was doing it for my family, for my future children, and for the next generations after me. My goal was to prove that the financial barriers, the lack of Hispanic legal professionals, cultural gender norms, institutionalized discouragement, or cultural divisions would not be a roadblock to the success of my Hispanic community.

The journey to my success was not easy. In a male dominated world where my people made up only 2% of legal professionals, there were many times where I was shut down because I was young, I was a female, and I was Hispanic. On top of that, I was a low-income student. I couldn't help but to feel trapped, hopeless, and discouraged. Additionally, I struggled with imposter syndrome; I doubted my abilities, encountered feelings of self-doubt, and felt like my achievements weren't good enough. Little did I know I would come across one of the biggest accomplishments in my professional career.

I was sitting in my Contracts Law class waiting for the professor to end lecture when he said something that caught my attention - the professor was announcing a scholarship opportunity for legal professionals like myself. I always knew I wanted to be a representation for my community and this was a moment for me to show how passionate and determined I was to succeed in the legal field. As I stared at the blank computer screen, I went back and forth on where to start. I thought back to the question my friend once asked me, "What do I want to be remembered as?"



Feature Herticle





## Scholarship Article

By Jazmin Molina Cont'd.

I wanted my scholarship letter to be as raw and authentic as could be. I wanted to share my story and my experience thus far as a legal professional. I decided to put my heart and all my goals on paper. Nonetheless, I was granted the scholarship award for the San Francisco Legal Professionals Association. I never would have imagined that my story would lead me to winning this scholarship. Winning this scholarship has made me more confident, motivated, and proud of how far I've come. At that moment I realized this is exactly where I need to be and I can continue being an advocate for Hispanics to pursue legal careers.

I hope that my story, the reason behind my motivation, and my passion will continue to influence more Hispanic students. We will not be defined by the financial barriers, the lack of Hispanic attorney role models, and our cultural gender norms. The driving force to my success on becoming a paralegal will continue to be for the representation of Latina women in this field and the importance of diversity in legal careers.



Jazmin Molina currently attends California State East Bay's Paralegal Program. She was the winner of San Francisco Legal Professionals Association's Alice O'Dell Scholarship for the 2021-22 fiscal year.

She is well on her way to make a positive impact in the legal community and SFLPA is so proud that we are able to help her in her journey!

For more information about the Alice O'Dell and Eula Mae Jett Scholarships, visit our website at www.sflpa.org or send an email to our Scholarship Chair, Sally Mendez at careerscholarship@sflpa.org.



## Become a Member

San Francisco Legal Professionals is a mutual benefit corporation formed for the primary purpose to provide its members with educational, networking, and personal development opportunities through a range of services. We have three different membership categories:

#### Active Membership

- You are currently employed by or have at least one-year experience, including temporary or freelance work, with a law firm, the legal department of a private company or government entity, a courthouse or other company that is legally entitled to provide legal advice and counseling to the public; employed by any business which provides legal support services
- Have attended at least one SFLPA function.
- Submit with your application dues in the amount of \$65.00 for the first fiscal year of membership. \$55.00 for renewal.

#### Associate Membership

- You are a student enrolled in a legal trade school or currently attend college and are enrolled in legal classes; are temporarily unemployed in the legal profession, or are actively seeking employment in the legal field.
- Have attended at least one SFLPA function.
- Submit with your application dues in the amount of \$55.00 per fiscal year. \$45.00 for renewal.
- Student Membership

#### Membership Renewals

• If you are a current member and wish to renew your membership, you may renew online or download a form to mail your renewal.

If you are interested and would like to learn more about the services provided within the SFLPA, please visit our website at: www.sflpa.org. To apply for membership, click on the Membership Tab and fill out our online application form. Payments can be made via credit card online.

Our application forms are also available to download. Applications and payments can be received by mail. Address information as well as who to make checks payable to are also provided on the forms.

If you have questions and would like to speak to someone, please send an email to our Vice President/Membership Chair: Jenny Ha. Send your email to: membership@sflpa.org.

## LPI BENEFITS

#### LEGAL PROFESSIONALS INCORPORATED (LPI) - BENEFITS

Note: This list is maintained for use by members of Legal Professionals, Inc. Agents for insurance and financial providers are available as resources when members inquire about benefits. Please use this as a starting point; ask for information, compare policy coverage and prices. For information, call these representatives directly. For questions and concerns regarding Member Benefits, please contact the LPI Vice President at vicepresident@legalprofessionalsinc.org.

#### LEGALSHIELD/IDSHIELD

Contact: Courtney Coats, Independent Associate (925) 580-6446; <a href="mailto:coats8@legalshieldassociate.com">coats8@legalshieldassociate.com</a> LegalShield offers legal, identity theft protection, along with a massive Perks Program with significant savings to over 500 local and national companies.

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It has been such a pleasure to serve SFLPA for the past year as Co-Editor. Thank you for giving me the opportunity to learn more about SFLPA and LPI through writing articles, researching SFLPA and LPI history, and working under the amazing SFLPA 2021-2022 Board to bring you a monthly Hearsay! In this new fiscal year, I am stepping down as Editor to focus on my family and my health.

I have learned so much, and will use the skills I have learned as Editor to serve the community well in my next venture as part of the PTA Board at Spring Valley Science School in the Nob Hill/Russian Hill neighborhood of San Francisco, where my daughter attends school and is going into first grade in fall 2022.

The Hearsay you know and love could not have been possible without our fabulous Co-Editor Judy Nakaso, who worked tirelessly to proofread the many (many!) articles submitted and didn't miss a thing, dotting all i's and crossing all t's to get the Hearsay in perfect shape for you all to enjoy each month. Judy's contribution to the Hearsay cannot be overstated, and we are all grateful to her for her excellent service to SFLPA as Co-Editor, as well as the many interesting and informative articles she authored during her tenure.

## Thank you, Judy!







## San Francisco Legal Professionals Association Diversity, Equity + Inclusion Statement

Members of the San Francisco Legal Professionals Association shall respect everyone, and shall not discriminate against anyone on the basis of that person's actual or perceived race, ethnicity, age, gender, religion, sexual orientation, gender identity, gender expression, disability, body size, educational background, nationality, immigration status, economic status and/or other diverse backgrounds.

Members shall contribute to a safe, professional, and collegial environment in SFLPA and LPI. This includes all SFLPA and LPI events, and all situations in which a member interacts or communicates with another member, regardless of whether the interaction occurs at or outside SFLPA or LPI events.

Members understand that people may belong to different communities and backgrounds of which the member is not aware. Members will be mindful of their potential biases, and respectful as they interact with others.

Members understand that disclosure of a person's diverse background can lead to unintended negative consequences. Therefore, members shall exercise utmost discretion in respecting others' privacy when diversity-related information is disclosed to or obtained by a member.

Members are encouraged to examine and take advantage of the privileges they have to support others within our association, their own communities, and beyond.

## **LPI Code of Ethics**

Members of LPI adhere to the LPI Code of Ethics which is dedicated to an LPI Past President, Joan M. Moore, PLS, CCLS, and reads as follows:

It shall be the duty of each member of Legal Professionals, Incorporated, to observe all laws, rules, and regulations now or hereafter in effect relating to confidentiality and privileged communication, acting with loyalty, integrity, competence and diplomacy, in accordance with the highest standards of professional conduct.