

# Southeast Texas Association of Paralegals



**March 2009**

## **Lex Amicus**

A bi-monthly publication of the Southeast Texas Association of Paralegals, Inc., (SETAP), an affiliate of the National Association of Legal Assistants, Inc. (NALA).

P.O. Box 813, Beaumont, TX, 77704

Web Address: [www.setap.org](http://www.setap.org)

### **MISSION STATEMENT**

The Southeast Texas Association of Paralegals, Inc., is a nonprofit organization of paralegals committed to establishing good fellowship among association members and members of the legal community, encouraging a high order of ethical and professional attainment, and furthering education among member of the profession.

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## President's Message

It's hard to believe we are nearing the end of this term. This has been a very busy and exciting year for SETAP. Once again, I have enjoyed serving as President.

The Spring Seminar is fast approaching. I hope everyone will be able to attend this year as we have many great speakers lined up. The registration packet is included at the end of this newsletter for your convenience. You will also receive a packet via e-mail from Angie Laird.

After the Spring Seminar, all that's really left is the annual business meeting on May 15, 2009. As you will recall, that is the day we elect new officers for the 2009-2010 term. Please consider running for an office this year.

Sheila Milbrandt  
SETAP President 2008-2009

### **SETAP 2008-2009 VOTING BOARD**

#### **MEMBERS**

Sheila Milbrandt	President
Angie Laird	President-Elect
Cheryl Bryan	PD Liaison
Melissa LeJeune	1 <sup>st</sup> Vice President
Jane Barron	2 <sup>nd</sup> Vice President
Marissa Paltz	Secretary
Rene Crum	Treasurer
Cheryl Bryan	NALA Liaison
Kim Stephens	Parliamentarian
Jill Hoffman	Executive Advisor

### **SETAP 2008-2009 STANDING COMMITTEE CHAIR**

#### **PERSONS**

Jane Barron	Nominations & Elections
Melissa LeJeune	Membership Development
Needs to be Filled	Public Relations (Special Projects)
Needs to be Filled	Audit
Jane Barron	Programs/Speaker Meetings
Sheila Milbrandt	Job Bank
Kim Stephens	Newsletter
Melissa LeJeune	Teen Court

### **INSUFFICIENT FUNDS POLICY**

If collection efforts are unsuccessful for thirty (30) days, and the check is non-dues related, research whether the check may be turned over to the appropriate county district attorney and take steps to submit it.

If collection efforts are unsuccessful for thirty (30) days, and the check is dues related, draft a letter to the Membership Chair for the President's signature requesting member be removed from the membership roles and write member explaining that dues amount plus \$25.00 returned check charge must be sent to the Treasurer in order to reinstate membership.

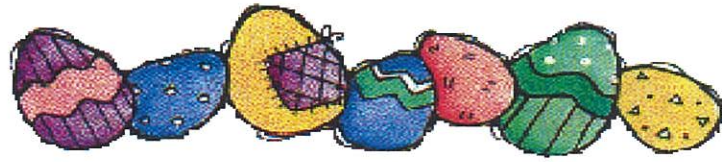


### **USEFUL LINKS**

[www.refdesk.com](http://www.refdesk.com)

[www.texaslawyer.typepad.com](http://www.texaslawyer.typepad.com)

[www.halfprice.com](http://www.halfprice.com)



## WELCOME TO SPRING

We must live through the dreary winter  
If we would value the spring;  
And the woods must be cold and silent  
Before the robins sing.  
The flowers must be buried in darkness  
Before they can bud and bloom,  
And the sweetest, warmest sunshine  
Comes after the storm and gloom.  
-- Anonymous



## Teen Court



Teen Court is held on Tuesday evenings from 5:15 p.m. to 7:30 p.m. at the Beaumont Municipal Court. I have provided you with the 2008-2009 schedule for those who would like to participate in this worth-while experience.

### 2009:

March	3
	17
	31
April	14
	28
May	12- Appreciation Reception

*If anyone would like more information please do not hesitate to contact Melissa LeJeune at 839-4545 or [melissa@pwn-mediate.com](mailto:melissa@pwn-mediate.com).*



## REMINDERS

**SPEAKER MEETING ON MARCH 19<sup>TH</sup>**

**ALL DAY SEMINAR: APRIL 24<sup>TH</sup>  
“CHANGING TIMES: HOW ARE YOU AFFECTED?”**

\*\*\*\*\*

**PLEASE VISIT THE CALENDAR PAGE AT [WWW.SETAP.ORG](http://WWW.SETAP.ORG) FOR  
UPCOMING SETAP EVENTS.**

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Thank you very much to all who have answered the call to join the State Bar of Texas Paralegal Division, and who are currently enjoying the benefits of that membership. For those of you who have yet to join the Paralegal Division, I encourage you to do so. Please check out our website at [www.txpd.org](http://www.txpd.org) for more information about the Division and the benefits of membership, applications, etc. Additionally, please feel free to contact me or any member of the Division and we would be happy to discuss the benefits of membership with you. Membership in the Paralegal Division is another great way for us to foster and encourage professionalism in our field. Please consider joining today.

Sincerely,  
Mary Beth Jones, CLA, Public Relations Sub-Chair  
District 10 of the State Bar of Texas Paralegal Division

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**“Special thanks to Perry W. Neichoy for his  
continued support of SETAP”**

**Perry W. Neichoy, P.C.**

**LAWYER – Mediator**

**(409) 839-4545 \* Fax (409) 832-1378; [www.pwn-mediate.com](http://www.pwn-mediate.com)**

**Locations**

**Beaumont**

Century Tower  
550 Fannin Street, Suite 111  
Beaumont, Texas 77701

**Houston**

5 Houston Center  
1401 McKinney, Suite 2250  
Houston, Texas 777010

**\*\*\*Please see Mr. Neichoy’s resume attached at the end of the Lex Amicus\*\*\***

\*\*\*\*\*





## JOB BANK

The Southeast Texas Association of Paralegals (SETAP) operates a Job Bank and needs resumes! Local employers have utilized this service for many years as a means of searching for qualified employees. If you know anyone looking for a position as a paralegal or legal secretary, please encourage him or her to submit their resume to SETAP's Job Bank by contacting:

Sheila Milbrandt  
Germer Gertz, LLP  
P. O. Box 4915  
Beaumont, TX 77704  
(409) 654-6725  
(409) 835-2115  
[sheilal@germer.com](mailto:sheilal@germer.com)

The fee is \$10.00 for non-SETAP members and \$5.00 for SETAP members. All checks must be made payable to SETAP.



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**HAVE YOU MOVED?  
CHANGED JOBS?  
NEW E-MAIL?**

**IF SO, PLEASE CONTACT MELISSA LEJEUNE AT  
MELISSA@PWN-MEDIATE.COM SO SHE CAN UPDATE YOUR  
INFORMATION ON THE ROSTER.**

\*\*\*\*\*

Active Member.....	47
Associate Members.....	6
Sustaining Members.....	3
Student Members.....	1
Freelance Members .....	2

\*\*\*\*\*

**HAPPY BIRTHDAY!!!**

March 11	Mary Beth Jones
12	Leah Harrington
15	Vonnie Tyler
16	Rene Crum
28	Jennifer Kreamer
30	Billie Ewing

April 3	Rene Sheppard
4	Jane Barron
9	Dana Hogg
27	April Ogden
29	Linda Asteris

# TREASURER'S REPORT

SOUTHEAST TEXAS ASSOCIATION OF PARALEGALS  
MONTHLY TREASURER'S REPORT  
AS OF FEBRUARY 28, 2009

**BEGINNING BALANCE – 2/1/09:** **\$ 10,126.72**

**RECEIPTS:**

Job Bank	\$ 10.00
Membership	35.00
Seminar Sponsorship – Mehaffy Weber	250.00

295.00  
**\$ 10,421.72**

**DISBURSEMENTS:**

Karina Arenas – Fall Scholarship Distribution	300.00
Beaumont Catering Co. – Seminar Food Deposit	500.00
Juxtapose – Feb. Web Hosting & Domain Renewal	62.06

862.06

**ENDING BALANCE – 2/28/09:** **\$ 9,559.66**

Respectfully Submitted,

*Rene' Crum*  
Treasurer

# Thank You!

District 10 of the Paralegal Division of the State Bar of Texas would like to thank all those who attended our second annual "Important Skills for Today's Paralegal" seminar on Lake Conroe in Montgomery, Texas held on February 6, 2009. The seminar was a huge success and the reviews were excellent! The seminar consisted of four speaker sessions that earned attendees 4 hours of CLE. Topics included computer forensics, ethical practice pointers for paralegals, utilizing technology at trial and mediation. Vendor sponsorship was outstanding and over 30 door prizes were given away! Thanks again and we look forward to seeing you next year!

*Paralegal Division District 10 Committee Members,*

Cheryl Bryan  
Mary Beth Jones  
Angie Laird  
Sheila Milbrandt  
Audrey Moore



# Congratulations

## ■ IN THE BOARDROOM

■ Sandra Cole Howard became partner with the law firm of Germer Gertz, L.L.P., effective Jan. 1. According to the State Bar of Texas, Howard is a 1998 graduate of the South Texas College of Law. Her practice is in personal injury law.

■ Angie Laird is now board certified as a paralegal in civil trial law by the Texas Board of Legal



**Sandra Cole  
Howard**



**Angie  
Laird**

Specialization. Laird works for the Orgain, Bell & Tucker L.L.P. law firm.



Happy Easter



# *Southeast Texas Association of Paralegals*

## 2009 Professional Development Seminar



### **Seminar Planning Committee:**

**Jane Barron**

**Chairperson**

*Coffey Browne, LLP*

**Cheryl Bryan**

*Orgain Bell & Tucker, LLP*

**Rene' Crum**

*Strong Pipkin Bissell &*

*Ledyard, LLP*

**Billie Ewing**

*Pate & Spivey, LLP*

**Jill Hoffmann**

*Germer Gertz, LLP*

**Melissa LeJeune**

*Perry W. Neichoy*

**Angie Laird**

*Orgain Bell & Tucker, LLP*

**Sheila Milbrandt**

*Germer Gertz, LLP*

**Marissa Paltz**

*Strong Pipkin Bissell &*

*Ledyard, LLP*

## *Changing Times... How Are You Affected?*



**Friday, April 24, 2009**

**8:00 a.m. — 3:30 p.m.**

**The Neches Room**

**270 Crockett Street**

**Beaumont, Tx 77701**

### **MISSION STATEMENT**

*"The Southeast Texas Association of Paralegals is a nonprofit organization of paralegals committed to establishing good fellowship among association members and members of the legal community, encouraging a high order of ethical and professional attainment, and furthering education among members of the profession."*

*Friday, April 24, 2009*  
*Changing Times...How Are You Affected?*

<b>8:00-8:30</b>	<b>Registration and Breakfast</b>	
<b>8:30-9:20</b>	<b>Wyatt D. Snider</b> Snider & Byrd, LLP	<b>"Foreclosures and How to Stop Them"</b>
<b>9:20-10:10</b>	<b>Tagnia F. Clark</b> The Maida Law Firm, PC	<b>"Bankruptcy—Legislative Updates"</b>
<b>10:10-10:20</b>	<b>Break</b>	
<b>10:20-11:10</b>	<b>Tony Malley</b> Moore Landrey, LLP	<b>"Diversifying Your Career Options"</b>
<b>11:10-12:00</b>	<b>Larry J. Simmons</b> Germer Gertz, LLP	<b>"Employment Updates and Sexual Harassment in the Work Place"</b>
<b>12:00-1:00</b>	<b>Lunch</b>	
<b>1:00-1:50</b>	<b>The Honorable Rod Paasch</b> Jefferson County Family Law Court	<b>"The Role of an Associate Judge"</b>
<b>1:50-2:40</b>	<b>The Honorable John Stevens</b> Jefferson County Criminal District Court	<b>"Trial Procedures and the Paralegal's Role"</b>
<b>2:40-3:30</b>	<b>Tracy Richardson</b> Strong Pipkin Bissell & Ledyard, LLP	<b>"Ethics—Jeopardy!"</b>

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SETAP is an affiliate of the National Association of Legal Assistants, Inc. (NALA), and as such supports and implements the programs, purposes, aims and goals of NALA. SETAP is committed to establishing good fellowship among organization members, NALA and other NALA affiliates and members of the legal community; encouraging a high order of ethical and professional attainment; furthering continuing education among members of the profession; and cooperation with bar associations, both local and state.

**CONTINUING EDUCATION CREDIT**

We have applied for continuing legal education credit from The National Association of Legal Assistants. We anticipate approval of 7 hours continuing legal education credit toward maintenance of the Certified Legal Assistant credential for attendance at this seminar.

We also have applied for continuing legal education credit from the Texas Board of Legal Specialization for certification and recertification. The specialty areas of law for which we receive approval will be forthcoming.

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**Services for the disabled:** If special arrangements are required for a disabled person to attend, please contact the seminar chairperson.

**2008-2009 SETAP Board Members**

Sheila Milbrandt	President
Angie Laird	President-Elect
Melissa LeJeune	First Vice-President
Jane Barron	Second Vice-President
Marissa E. Paltz	Secretary
Rene' Crum	Treasurer
Cheryl Bryan	NALA Liaison & PD Liaison for District 10
Jill Hoffmann	Executive Advisor
Kim Collins Stephens	Parliamentarian

***\$75.00—Attorneys and Members***

***\$90.00—Non-Members***

***\$45.00—Students***

Materials guaranteed at the time of seminar to those who register by April 9, 2009. Please add \$20.00 for late registration (*after April 9th, including the day of the seminar*). The seminar fee will be refunded only if cancellation is received in writing at least 15 days before the seminar. Registration includes written materials, breakfast and lunch. Registrants need not have completed a course of study to attend.

*Detach and return bottom portion*

NAME: \_\_\_\_\_

FIRM: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY, STATE, ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_  Member/Attorney  Non-Member  Student

Please make checks payable to: SETAP


Check No. \_\_\_\_\_ in the amount of \$ \_\_\_\_\_ is enclosed.


*\*An additional \$25.00 will be assessed for a returned check.*

**Return completed registration form and check to:**

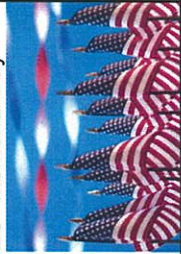
Jane Barron  
Coffey & Browne, LLP  
2390 Eastex Freeway, Suite 100  
Beaumont, Tx 77703  
(409) 892-5800  
[jbarron@coffeybrowne.com](mailto:jbarron@coffeybrowne.com)

# March 2009

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6	7
8	9	10	11	12 Board Meeting	13	14
15	16	17 St. Patrick's Day 	18	19 Speaker Meeting	20	21
22	23	24	25	26	27	28
29	30	31 NALA Quarterly Report Due				

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<h1>April 2009</h1>						
			1	2	3 TAPA Conference (CLE) Texarkana	4 TAPA Conference (meeting) Texarkana
5	6	7	8	9 Board Meeting	10 Good Friday	11
12 Easter 	13	14	15	16	17	18
19	20	21	22	23	24 All-Day Seminar	25
26	27	28	29	30		

# May 2009

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5	6	7	8	9
10	11	12	13	14 Board Meeting	15 Annual Business Meeting/Election of Officers	16
17	18	19	20	21	22	23
24	25 Memorial Day 	26	27	28	29	30
31						

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<h1>June 2009</h1>						
1	2	3	4	5	6	
7	8	9	10	11 Board Meeting	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30 NALA Quarterly Report Due				



## **PARALEGALS FLY TO GREECE — APRIL 25 - MAY 2, 2009!**

Join the Paralegal Division on its trip to Greece and visit Nauplia, Mycenae, Corinth, Athens, Delphi with an optional Saronic Gulf day cruise.

The Paralegal Division is hosting a trip to Greece in the Spring of 2009. PD Members and PD Members' friends and family are welcome to join us on this trip. In the past, the Division has planned and hosted trips to London (2005), Paris (2006), Italy (2007) and Ireland (2008). On these trips travelers have been educated, have forged friendships and enjoyed culture from around the world. We hope that you can join us in 2009.

**For complete details of the trip and how to sign up**, please go to [www.txpd.org](http://www.txpd.org) and look for "Travel to Greece in 2009" under the *News* Column on the Home Page at [www.txpd.org](http://www.txpd.org) or choose the following website link for details <http://txpd.org/files/file/webpages/Greece%20Itinerary%20with%20photos%20June%202008.pdf>.

Sign up by **August 31, 2008 and save \$100**. Register at [www.ACIS.com](http://www.ACIS.com), by selecting the REGISTER tab below the logo on the top left on the home page, choose participants, and sign in using: Group Leader ID: 91260 Group Leader Last Name: Hackler

Rhonda J. Brashears, President  
Paralegal Division of the State Bar of Texas

**PARALEGALS FLY TO GREECE**  
**April 25 – May 2, 2009**  
**(Seven Days and Six Nights in Nauplia  
Athens and Delphi)**



**Saturday, April 25**

Departure from the United States

**Sunday, April 26**

Arrive in Athens and meet your ACIS Tour Manager. Drive south to Nauplia, once the Venetian capital of Morea, spectacularly built around a rocky peninsula with a castle on top. Check into your hotel and relax. This evening, enjoy a Welcome Dinner with wine. (D)

**Monday, April 27**

Enjoy a walking orientation with your Tour Manager this morning. Next you will have to opportunity to taste some locally produced olive oil. Those with a head for heights may wish to climb the 999 steps to the Palamidi Fort which sits above the town and was built by the Venetians during their second occupation. This afternoon you will visit the great Theater of Epidaurus. Test the most famous acoustics in the world and visualize 14,000 ancient spectators who sat here all day long, held spellbound by the tragedies of Sophocles or comedies of Aristophanes. (B) Dinner on your own.

**Tuesday, April 28**

Today drive to Mycenae to see mainland Europe's oldest city, including the Lion Gate, Royal Tombs and Acropolis. Drive to Corinth, once the richest city of Greece, notorious for its excesses. Visit one of the world's first shopping malls, complete with cafés, fountains and temples. Continue to Athens. Lunch at a countryside Greek taverna is included today instead of dinner. (B,L) Dinner on your own.

**Wednesday, April 29**

A morning sightseeing tour reveals the glory of Greece. Ascend the Acropolis for a visit of the Parthenon. See the Agora and the National Archaeological Museum's dazzling treasury of Greek art, including the Mask of Agamemnon and mighty Poseidon. You will also enjoy entrance to the exciting new Acropolis Museum. The afternoon is free to take snapshots from atop Mount Lycabettus. (B) Dinner on your own.



**Thursday, April 30**

Drive over rugged mountains to Delphi, where the famous oracle once advised ancient kings and statesmen. A local guide shows you the site, including the Temple of Apollo and stadium. Return to Athens in the late afternoon. Lunch is included instead of dinner today. (B,L) Dinner on your own.

**Friday, May 01**

Spend a day further exploring Athens or choose an **optional** Saronic Gulf Cruise with lunch included (\$129 per person, minimum 15 payees required). Evening Farewell Group Taverna Dinner including Wine. (B,D)

**Saturday, May 02**

Transfer to airport for return flight to the United States.

**Fees:** Departure from DFW is \$3,676 (includes departure tax & fuel charge and non-refundable Registration Fee of \$300). Departure from Austin is \$3,716; San Antonio is \$3,726; and Houston is \$3,726 (includes departure tax & fuel charge and non-refundable Registration Fee of \$300). Upgraded insurance can be purchased: Comprehensive - \$120 and Ultimate - \$200; Over 66 – Comprehensive - \$220 and Ultimate - \$300 (insurance covers the entire eight days of travel). Tips for tour guide (\$4 per day) and bus driver (\$2 per day while using bus) is not included. Small contingency fee may be added in January 2009 for fuel surcharge.

**Fees based on 20 persons. Airfare and Hotel (double room) with daily breakfast is included in price as well as two lunches, two dinners, olive oil tasting, and all tours listed above.**

**Payment Schedule: Deadline for registration is November 1, 2008; Initial deposit is \$300; second payment of \$300 is due 45 days following registration payment; balance due on February 15, 2009. Sign up by August 31 and save \$100.**

**Register at [www.ACIS.com](http://www.ACIS.com), by selecting the REGISTER tab below the logo on the top left on the home page, choose participants, and sign in using: Group Leader ID: 91260 Group Leader Last Name: Hackler**