

The Official Publication of the Montgomery County Paralegal Association

January 2012 <u>www.montcoparalegals.org</u> Editor: Heidi Reiss-Tait, Pa. C.P.

#### A Message from the President:

#### Passage of Time

We all like to think we understand time. We hope we mature with grace and understanding, though we insist our youth continues to inhabit our souls.

While the calendar (or our children), remind us that time marches on, the passage of time is revealed by change. The typewriter has been replaced by computers and laptops. Gone are the days of onion skin and carbon paper. Back then, changing a document meant retyping the entire page. The bag phone has been traded for the smart phone. We have had to adapt to the latest cell phone, have been challenged with learning texting and adapting to new Apps. The file folder is slowly being replaced with cloud computing as electronic documents now "fly" instantaneously via cyberspace. Social media has revolutionized the way we communicate with one another. We no longer depend on the US Mail system or phone. We can share messages and information with a few strokes of the keyboard. In the legal field, the blue backers and red ruled paper are being put out to pasture and the days of "an original and two copies" have been replaced with the digital time stamp and electronic filing.

It's not uncommon to reflect on times gone by and long for the "good old days". The occasional glance backwards will remind us where we started and at this time, I'd like to take a minute to reflect on MCPA's history.

The MCPA was founded in October of 1999 by Sharon Jones and Charlene Healey with just nine members. One month after the association was formed, the MCPA was accepted for membership as a voting association to the National Federation of Paralegal Associations (NFPA).

#### MCPA Presidents include:

- Sharon Jones, Esquire 1999-2000
- Charlene Healey, RP 2001
- Dawn Cignalia, RP 2002
- Joyce O'Brien 2003-2005
- Beth Breckenridge, Pa. C.P. 2006-2008
- Deborah A. Long, Pa. C.P. 2009-2010
- Annette M. Long, CRP 2011 –

In 2011 MCPA added a Social Media Committee which will continue to promote MCPA on Facebook and other media outlets.

MCPA hosted the Spring Region IV meeting for the National Federation of Paralegal Associations. We added a Certification Ambassador and a study group for the PACE and PCC exams. MCPA had four members take and pass the PCC Pilot Exam. Candidates who passed have earned the CORE Registered Paralegal (CRP) credentials. The Board recently voted to implement a Paralegal Scholarship for those interested in taking the PACE and PCC Exams. Look for more information in the coming months.



We held our first successful Yankee Candle fundraiser and are looking to set up another in 2012.

Having had some of our members volunteer with organizations such as Wills for Heroes and Immigration Day, we are now in the process of forming an official Pro Bono Committee.

Community Outreach collected items for breakfast bags for Aid for Friends, condiments for Manna on Main Street's Sinko de Mayo, gifts for Baptist Children's Ministries, pet supplies for Animal Lifeline and items for the Military Outreach. Members participated in Special Olympics and at the Creek Clean-up for the Wissahickon Valley Watershed. Also, don't forget to turn in your holiday cards for the recycling program to benefit St. Jude's Ranch.

MCPA sponsored a hole at the Legal Aid Golf Classic, donated to the Montgomery Child Advocacy Project and participated in the Mock Trials and the Legal Expo.

A new Social event was added. In celebration of National Paralegal Week, proclaimed by Pennsylvania Governor – the MBA graciously hosted a Happy Hour event at the Whitpain Tavern in July.

So, where are we going in 2012??

The Marketing and Public Relations Committee is currently reviewing and revamping the Marketing and Sponsorship packages; the website is undergoing renovations and we are looking to increase our membership with a direct mailing to law firms in the County. For the first time, we have speakers lined up for all of 2012 and the Planning Committee is working on venues for these events.

In 2012 we will be teaming up with the Montgomery Bar Association as an Affinity Partner. We will host functions at the Bar Building and utilize their facilities and personnel. Discussions will be underway to possibly host a Paralegal Education Event sometime later this year or early next year allowing a Saturday event where we have multiple speakers coming in to present to our Association.

The Bar Association has offered to help us with our List Serve. By providing our membership contact information, we will be given access to the Bar Association "Members Only" section of the website. We will have the availability of doing email blasts to our members as well as receive information on CLE events sponsored by the Bar. As a member of MCPA, we are being offered Bar Association CLE events at member pricing.

Also, look for MCPA Paralegal Articles to begin appearing in the quarterly publication of the "Sidebar" and online.

While looking back to appreciate where we have come from, there are many, many ways for you, our members to become involved with the association. With your participation we will look forward to 2012 being another "banner year" for MCPA.

Borrowing a quote from Martin Luther King, Jr. (1929 - 1968), *Strength to Love*, 1963

"The ultimate measure of a man is not where he stands in moments of comfort and convenience, but where he stands at times of challenge and controversy."

- Annette M. Long, CRP





# **Board of Directors-2012**

Officers:

Annette M. Long, CRP

President

Harry Reichner, M.A.

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Treasurer

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**Board Members:** 

Sherry Barag, CRP, Pa.C.P.

Kathleen M. Zamorski, Pa. C.P. ~ Noreen Messmer, Pa. C.P.

Heidi Reiss-Tait, Pa. C.P. ~ Sheila Kees-Hayden

# **Student Liaisons**

<u>Lansdale School of Business</u>
Pat Marburger and Kate Capanear

Peirce College vacancy

Manor College

Richard McNabb and committee: Erin Murphy-Anastase, Barbara Cohen, and Quinn Houser

> Villanova University Lesley H. Aronson

# Peirce College Paralegal Studies Coordinator Lindsay Tait

<u>Editor's Correction</u>: **Sherry Barag's** name was inadvertently omitted under Board Members in the November 2011 issue of the MCPA Today. We sincerely apologize for the oversight.



## SAVE THE DATE...

February 2<sup>nd</sup> Board Meeting

**Location:** 

Elliott Greenleaf & Siedzikowski 925 Harvest Drive, Suite 300 Blue Bell, PA

**February 15th Speakers:** Mary Pugh, Esq. and Sharon Jones, Esq.

**Topic:** Montgomery County Child Advocacy Project (MCAP) **Location:** Giant Conference Center, Willow Grove, PA

Mark your calendar now.

\_\_\_\_\_

## **WELCOME NEW MEMBERS!**

Megan DiPrimeo Trisha Kelts
Valerie Mattis Lynn McCort
Pamela L. Patchak Anita Giampa
Elivd Otheno Kay Haas Bechtel

Amylynn T. Street

\_\_\_\_\_

# Support those who support us!

All of the sponsors appearing in the *MCPA Today* provide financial support to keep MCPA programs affordable to its members.

Remember our sponsors the next time you need a service.

Check the MCPA website (<u>www.montoparalegals.org</u>) for links to sponsors' websites.

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# PERSONALS...

Congratulations to **Michelle Ciocca** of the Law Offices of Robert A. Stutman who welcomed her son, Gabriel Michael Ciocca, on January 4, 2012.



# **Montgomery County Paralegal Association 2012 Membership Drive**

Dear Colleague:

Thank you for your membership and interest in MCPA during 2011. This marks the end of another exciting year for the MCPA in its continued success benefiting paralegals in Pennsylvania.

Our membership continues to increase. We currently have over 159 members who work in law firms, corporations, banks, life insurance companies, our local courthouses, nonprofit organizations, as well as freelance.

The MCPA continues to maintain its membership with the Keystone Alliance of Paralegal Associations so that our members will continue to have access to the Pennsylvania Certified Paralegal credential\* and so that the MCPA may continue working to promote the paralegal profession in Pennsylvania.

It is once again time for our annual membership drive. For 2012, the dues will remain at \$70 for Voting Members, \$55 for Associate Members, \$25 for Student Members for all renewals received prior to February 15, 2012. For renewals received after that date, the fees increase by \$5 to \$75 for Voting Members, \$60 for Associate Members, and \$30 for Student Members. MCPA annual dues include the yearly membership dues to the National Federation of Paralegal Associations, Inc. and the Keystone Alliance of Paralegal Associations.

If you are currently a Voting, Associate or Student member and wish to renew in the same classification, please complete the form on the next page. If you wish to change membership categories, please complete the Application for Membership found on our Association's web page at <a href="https://www.montcoparalegals.org">www.montcoparalegals.org</a>.

Please return your completed form along with a check made payable to "MCPA" to the address listed on the renewal form. Make sure to return your renewal form by February 15, 2012 to ensure that you remain on our mailing and email lists and to take advantage of last year's membership rates.

New Members are always welcome. Please feel free to copy and share this mailing with your colleagues and friends who may be interested in the MCPA. Applications for new members can be found on our Association's webpage at <a href="https://www.montcoparalegals.org">www.montcoparalegals.org</a>.

Remember to check the Association's website frequently as we update the website regularly with Association news and events. Also check us out on Facebook.

MONTGOMERY COUNTY PARALEGAL ASSOCIATION

Tracey L. Barnes, RP, Pa. C.P. Chairperson, Membership Committee

<sup>\*</sup> While MCPA's Membership in the Keystone Alliance of Paralegal Associations allows MCPA members the opportunity to apply for the Pennsylvania Certified Paralegal credential, MCPA cannot guarantee acceptance; the decision of the Keystone Alliance is final.





#### MCPA MEMBERSHIP RENEWAL

I would like	e to renew my membership for 2	2012 as follows:			
	Voting Member Full benefits with voting privileges \$70 on or before 2/15/2012 \$75 after 2/15/2012	Associate Member Full benefits, no voting privileges \$55 on or before 2/15/2012 \$60 after 2/15/2012	Student Member Full benefits, no voting privileges \$25 on or before 2/15/2012 \$30 after 2/15/2012		
	Dual Voting Member Full benefits with voting privileges in two Associations which are members of NFPA \$45 on or before 2/15/2012 \$50 after 2/15/2012	Dual Student Member Full benefits with no voting privileges in two Associations which are members of NFPA \$20 on or before 2/15/2012 \$25 after 2/15/2012			
	If you have moved, changed phone numbers, have a new e-mail address or changed jobs, please let us know so we can update your records.				
	If you are interested in joining or gathering further information about any of MCPA's Committees, please circle any of the following and the Committee Chair will contact you to discuss. In particular, the Planning, and Marketing Committees greatly need your assistance.				
	Membership Planning	Newsletter Marketing Commun	nity Outreach Student Affairs		
		Public Relations Scholarship			
	Please give us your comments and s	uggestions so that we can work towar	ds making 2012 another great year.		
	Are you a member in good standing of a NFPA affiliated paralegal organization other than MCPA?" Yes				
	If yes, please provide name of Association and contact information (information used for verification purposes):				
		t your contact information available Paralegal Association and the I			
	omission of facts requested is cause a Paralegal Association. Renewal dues	nents contained in this application. I u for the disqualification for membership s are payable annually. Membership st CPA of any change in my employmer	o in the Montgomery County tatus may be changed to reflect		
	Signature: Printed Name:				
	Date: Current email address at work: Current email address at home:				
Please mail	application and check to				
N	Iontgomery County Paralegal	l Association			
_	O Box 1765				
B	lue Bell. PA 19422				

\*Please make checks payable to: "Montgomery County Paralegal Association"

All information may be subject to verification.





# **NFPA Update**

#### **CONVENTION NEWS**

By: Debbie Arbuckle, Pa. C.P. - NFPA Primary

The 2011 NFPA Convention was held in Minneapolis, MN October 13 through 16, 2011. The host association, the Minnesota Paralegal Association did an excellent job coordinating this event and is to be commended on a job well done. It is a huge undertaking.

On Thursday, 24 CLE seminars were offered. Region Meetings and the Pro Bono conference kept everyone busy on Friday. Region Meetings are a great way to get other viewpoints and perspectives on the agenda topics to be voted on. It's also an opportunity to brainstorm with other associations on topics that are common to all of us – membership retention; sponsorship and how to keep members interested and engaged in the local associations.

There was down time, however. The social event was held at Mall of America with dinner and the choice of mini-golf or the aquarium. While some couldn't wait to get to the Mall to shop, not being much of a shopper myself, I found it kind of overwhelming. The place has a Ferris wheel and roller coaster!

The policy meeting on Saturday and Sunday morning involved delegates discussing agenda topics which encompassed budget items, minor by-law amendments and election of Board Members and Region Directors. For 2012 the NFPA Board consists of:

Tracey L. Young, RP, President
Theresa A. Prater, RP, VP & Director of Profession Development
Robert Hrouda, RP, VP and Director of Positions and Issues
Jessica Swedenhjelm, RP, Pa.C.P., VP and Director of Membership
Suellen Honeychuck, RP, VP and Director of Paralegal Certification
Mellissa Leslie, VP and Director of Marketing
Karen A. Santagata, R.P. Treasurer and Director of Finance
Cheryl Corning, Secretary and Director of Operations

Theda Yanell, RP, Director Region I Cindy Welch, RP, Director Region II Cherylan Shearer, Director Region III Valerie A. Dolan, RP, Pa.C.P., Director Region IV Beth Bialis, Director Region V Georgette Lovelace, RP, Board Advisor

MCPA is part of Region IV, which includes all of Pennsylvania, Southern New Jersey, Maryland, Washington, DC and Northern Virginia. I am proud to report that in 2012, Region IV has 4 representatives on the Board - Bob Hrouda, Jessica Swedenhjelm, Suellen Honeychuck and Val Dolan.





### **NFPA Update – CONVENTION NEWS (continued)**



Region IV – 2011 NFPA Convention, Minneapolis, MN

#### Just a few updates/reminders:

- The NFPA website will be up and running soon. It was thought that it would be in place by now, but it was a larger undertaking than anticipated. I don't think I'm talking out of turn when I say this is a much anticipated overhaul. The website is not "user friendly" and hopefully, based upon the prototype I saw back in the Spring, you should easily find what you need!
- The Joint Regulation/Leadership/Certification/Ambassador Conference will be held in Nashville, TN April 20 through 23, 2012. Next year's Pro Bono Conference is anticipated to be a webinar in order to be more cost friendly to local associations.
- Many of the seminars from the 2011 Convention are now available through NFPA's education partner, IPE. Just click on the announcement regarding these seminars as it appears on NFPA's home page scrolling banner.
- Don't forget, the member password for NFPA has recently been changed to "scholarship".

If you are interested in writing an article for the *National Paralegal Reporter* the deadlines and topics for 2012 so far are:

January 20<sup>th</sup> – Pro Bono; Family Law, AMBER Alert Update (April/May themes)

March 20<sup>th</sup> – Professional Development & Mentoring (June/July theme)

May 20<sup>th</sup> – Wills/Trusts/Estates (August/September theme)

July 20<sup>th</sup> – Personal Injury; Workers' Compensation (October/November theme)

September 20<sup>th</sup> – Criminal; Legal Research; Identity Theft (December/January theme)

Please contact myself or Sherry Barag, CRP, Pa.C.P. if you have any questions regarding NFPA.





# NFPA Update - CLE's

Many of the seminars from the 2011 NFPA Annual Convention will be available beginning in January 2012 as rebroadcasts and on-demand programs through our education partner, IPE. See below for the dates of 14 rebroadcasts from the Convention. Please use the link provided to register for the programs you are interested in hearing.



#### Need CLE's?

# Recorded sessions from NFPA's 2011 Convention in Minneapolis now Available!



1	Control of the control of		Event
Start Date	Times (Eastern)	Title	ID
01/05/12	2:00-3:15 PM	Practical Real Estate Applications for the Professional Paralegal – IPE	58570
01/10/12	2:00-3:00 PM	Litigation and the Federal Rules: What Every Paralegal Should Know	57101
01/12/12	1:00-2:15 PM	The Key Stages in Mergers & Acquisitions - The Inside Story for Paralegals	58561
01/17/12	1:00-2:15 PM	How to Prepare and File a Bankruptcy Petition: A Guide for Paralegals	57094
01/19/12	1:00-2:15 PM	Ethics for Paralegals	58564
02/07/12	1:00-2:30 PM	Prep, Pray, Live Through Trial: A Guide for Paralegals	58582
02/15/12	12:00-1:15 PM	The Next Generation: Intelligent Review Technology (IRT) for Paralegals	58562
02/17/12	1:00-2:15 PM	Hot Topics in Attorney-Client Privilege for Paralegals	58578
02/28/12	12:00-1:15 PM	The Paralegal's Guide to Corporate Compliance (Foreign Corrupt Practices Act)	57097
03/01/12	1:00-2:00 PM	The Employment Law Alphabet Soup: A Guide for Paralegals	58595
03/02/12	11:00 AM - 12:15 PM	"When You Write, Get it Right": Communication as the Key to Success for Paralegals	58600
03/06/12	1:00-2:15 PM	Unlocking the Mysteries of Intellectual Property Law for Paralegals	58590
03/09/12	1:00-2:15 PM	Cloud Computing 101 for Paralegals: A Primer on Cloud Computing for the Law Office	58597
03/13/12	12:00-1:00 PM	Promoting the Progress of the Useful Arts: The Paralegal's Guide to What Patent Litigation is Really All About	58574

#### To register log on to:

http://www.nbi-sems.com/Default.aspx/?NavigationDataSource1=N:304-175

If you are considering taking more than one program, you can save money by using the NFPA Accreditation Packs

12-hour pack (2 years) - \$799 6-hour pack (1 year) - \$499

Each accreditation package comes with your own Personal Account Representative who can assist you – just call with your list of chosen titles and event ID numbers!

Call to Order! 866-242-0783







# **Meeting and Event News – December 2011 Events**

### Holiday Social

Chap's Taproom and Sports Grille in Jeffersonville was the scene for the **2011 MCPA Holiday Social.** The room buzzed with the sounds of members visiting, networking, and shopping. Tasty party fare was provided compliments of the MCPA. Many members took the opportunity to get some holiday shopping done by purchasing jewelry, dips, and canvas tote bags created by the following organizations: Women's Bean Project, Bead for Life, and Dining for Women. The proceeds from items sold helps to transform the lives of women in the U.S. and around the world. Learn more at <a href="http://www.beadforlife.org/?gclid=CPm\_w\_z-x60CFUPd4AodPkufCg">http://www.beadforlife.org/?gclid=CPm\_w\_z-x60CFUPd4AodPkufCg</a> <a href="http://www.diningforwomen.org">http://www.womensbeanproject.com/ourprogram.html</a> and <a href="http://www.diningforwomen.org">www.diningforwomen.org</a>. Many thanks go to Maureen Stankiewicz for organizing the sale. A highlight of the evening was the drawing for door prizes, which were provided by **Harris Investigations**. At the end of the gathering, several announcements were made, including an invitation to members and friends to meet to wrap gifts for the Baptist Children's Services ("BCS") local group home. - *Editor* 

# **BCS** Wrapping

On December 14<sup>th</sup>, six members and friends of MCPA's **Community Outreach Committee** gave a few hours to wrap gifts for some of the 75 boys and girls in the BCS group home in Royersford. The night of wrapping is just one part of the process that begins months earlier when wish lists are created and generous donors start shopping. Of course, the culmination is on Christmas morning when the boys and girls open their wrapped packages. The recipients and the corrdinator of the program shared their thoughts and joys in the thank-yous that follow. – *Editor* 





#### BCS Wrapping (continued)

# Many thanks from our kids.....

James 18 years old: "I am so blessed to have such a great support system in my life during this stressful time. The gifts are more than presents to me; they are a sense of caring ...Many thanks to everyone!!!"

Deon 18 years old: Excited to say the least, replied ... "The best Christmas of my life! I LOVE my new peacoaf!! The dufflebag is awesome! Thank you all for my gifts!!"

Robert 16 years old: When asked about his gifts his words of enjoyment were: "I really feel special this Christmas. I never got so many gifts before. Christmas was always a sad time for me. This Christmas was the best of my life! I loved the movie tickets and gift card to Target! I am going to buy boots."

Joe 15 years old: "Words cannot express my feelings. After being in Logan for more than two years, I know that I can always count on my extended family to provide me with gifts of joy. New pajamas, socks and underwear were great! I bought new sneakers with my gift cards."

Karl 18 years old: "Awesome Christmas! I had a lot of sad and lonely holidays in my past. Things are a lot different this year! I thank everyone that gave me gifts and gift cards. It helps me out a lot."

Tymir 14 years old (Shy, new resident) This resident did not say a single word upon receiving his gifts but had a HUGE smile on his face that lit up the room!! He played with his games all day long.

Westley 15 years old: "Being in a shelter over the holidays is rough. I really appreciated getting the duffle bag, basketball, books, socks, pajamas, t-shirts, sweatshirt and sweat pants. I am going shopping this weekend at Target with the gift card. Thanks so much for helping me."

Khalif 16 years old: "I appreciate everything that I got. I almost didn't want to open the presents because they looked so good. I liked the MP3 player and pajamas. The games were good too. It made Christmas in the shelter a whole lot better."

Anasya 14 years old: Thank you for all of our presents. It was very kind. May God bless all of you. I love you all.

Kaitlyyn age 16: Thank you sooo much for giving me a great Christmasi I really do appreciate the thought, time and money you put into everything. Thank you from the bottom of my heart®

#### December age 17

Thank you for all of the gifts. It was a blessed holiday. It was very nice to receive beautiful gifts. You people are very special. I appreciate everything you did.

Michelle age 16: This was the BEST Christmas that I had in a very long time. Thank you so much for my gifts.

Shadiyah age 17: Thank you all for the gifts that I received. They really made me feel good. Thanks again for all of your kindness. Much love.

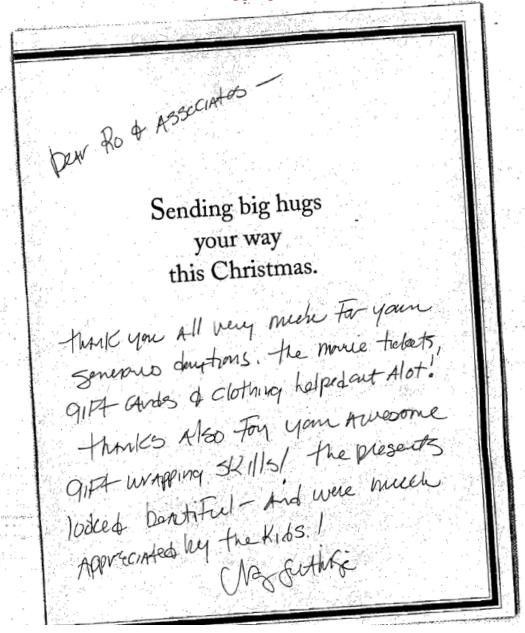
Taliyah age 14: Thank you for the gifts that you gave me. I appreciate it a lot. I like every gift that I got. I feel blessed. Thanks again!!!

Selina age 16: Thank you so much for EVERYTHING! Especially all of the books. I loved everything!!

Clara age 18: Thank you for all of the gifts this year for Christmas. You really made my Christmas the best ever. Thank you so very much!!!!



BCS Wrapping (continued)



# Get Involved

Participate. Be Heard. Make a Difference.

Join a Committee Today

# MONTGOMERY COUNTY PARALEGAL ASSOCIATION



See MCS announcement on next page.



#### MCS Record Services announces partnership with RecordReform:

#### RETRIEVE, ORGANIZE & REVIEW YOUR RECORDS

RETRIEVE



MCS Records & Reporting Once your records are retrieved using MCSDirect, you can now have your records organized in chronological order.

ORGANIZE



Our partner Record Reform<sup>SM</sup> with its US-India team of physicians, sorts and organizes medical records chronologically into easy-to-read and navigate digital files.

#### Services and Benefits include:

- · Chronologies \$35 per hr
- Mass Tort Threshold Evaluations \$35 per hr
- · Medical Liability & causation opinions \$75 per hr
- · Free up staff
- · Reduce record reviewing time and expert billing
- · Eliminate copying and shipping costs

#### ORGANIZE YOUR RECORDS

REVIEW



Curbside Up to 5 testifying experts will screen your medical malpractice files online at no cost.

Evaluate your case and secure an expert within days

FORWARD YOUR CASE SYNOPSIS

# **Meeting and Event News – November 2011 Events**

# **November Election Meeting:** Practical Advice for Paralegals from the Honorable Kelly C. Wall

by Lesley H. Aronson, Student, Villanova University

On November 15, 2011 at the Election Meeting of the Montgomery County Paralegal Association held at Phil's Tavern and Restaurant, the Honorable Kelly C. Wall gave an insightful and heartfelt presentation. Judge Wall is a veteran of working in a law firm. As a former attorney and now a Montgomery County Court of Common Pleas judge, she knows firsthand what helps make paralegals shine. Her advice is both practical and goal-oriented; any paralegal or student aspiring to enter the field can utilize her words of wisdom to become **indispensible**. With both tact and humor, she told us how we can employ these words of advice! Her tips:

#### **How to Make Your Attorney Shine in Court:**

- Keep files clean and organized.
- Always have multiple copies of pleadings ready for court.
- Research the topics of a case and make relevant suggestions to your attorney.
- Keep Pre-Trial Motions short and sweet.





### **Meeting and Event News – November Election Meeting (continued)**

- Stay organized!
- Be ahead of the game- think ahead to the next steps and discuss with your attorney.

#### **How to Help Yourself:**

- Take pride in your work product.
- Take on extra projects.
- Look, dress, and act professional.
- Be a "Good Will" Ambassador tell people you meet what a great firm you work for.

And for a little humor, Judge Wall gave a tongue-in-cheek look into some things lawyers don't understand so that paralegals and support staff can anticipate them.

#### Things Lawyers Sometimes Don't Understand:

- Staff can't clone themselves. (When there is a 3 person project, and only 1 person to do it, attorneys aren't always conscious of this fact.)
- Support staff members do have lives outside of work.
- Lawyers may have bad memories.
- Lawyers expect staff to come in when sick.
- Lawyers simply do not appreciate their staff the way they should and don't see ALL the support they provide in many different ways.

The meeting also included Election of 2012-2013 Board of Directors, a drawing for free 2012 MCPA memberships, and a collection of gifts and gift cards for Baptist Children's Services. The fall MCPA Student Scholarship recipient was also announced: **Megan DiPrimeo** from Manor College. We sincerely thank The MCS Group for sponsoring the event.

**November Election Meeting continues on next page.** 



# CREDIT CARD LAWSUIT DEFENSE

# **Debt Collector Abuse on Rise!**

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# MONTGOMERY COUNTY PARALEGAL ASSOCIATION

# **Meeting and Event News** – November Election Meeting (continued)



















# MONTGOMERY COUNTY PARALEGAL ASSOCIATION

# **Meeting and Event News** – November Election Meeting (continued)



#### COURT OF COMMON PLEAS

THIRTY-EIGHTH JUDICIAL DISTRICT NORRISTOWN, PENNSYLVANIA 19404

Annelle Ling McPA

Dear Annelle

Thankyw So much for the opportunity to speak to your members. Everybody was so worm and welcoming! coaster! I will keep it on my desk
as a reminder of my commitment
toward oducating lawyers on the need to better appreciate the contributions made by their paralegals! Please de not hisitats to Contact my office if you have only questions Wormest Bogards



### **Meeting and Event News – November Election Meeting (continued)**







# **Meeting and Event News – November 2011 Events**

# 2011 Delaware Valley Legal Expo - November 16, 2011

The Montgomery County Paralegal Association was one of many exhibitors at the Delaware Valley Legal Expo at Presidential Caterers in East Norriton, Pennsylvania on November 16, 2011. The Expo was presented by The Independence Chapter of Legal Administrators and the Montgomery Bar Association. MCPA President, Annette M. Long, CRP; First Vice President, Debbie Arbuckle, Pa. C.P.; and Board Member, Heidi Reiss-Tait, Pa. C.P. greeted Expo visitors at our booth. Several MCPA members took advantage of this wonderful opportunity to network and shop for vendors at the Expo. The MCPA provided complimentary tote bags to each visitor upon check-in. Many exhibitors and vendors offered prizes. A drawing to determine the winners was held at the end of the evening. MCPA members were among the winners:

- Jennifer Handforth won a \$100 Visa gift card from Focus Forward, LLC;
- Nancy Piechota won a \$100 Target gift card from Reliable Copy Service; and
- Stephanie A. Dise won a Spa Treatment gift card from Strehlow and Associates.

MCPA also offered prizes. Congratulations to the winners!

- Sarah Ponzio won a \$50 gift certificate to Chap's Tap Room and Sports Grill and
- Lisa Cappolella won a \$50 gift certificate to Justin's Carriage House Restaurant.

- Editor



# MONTGOMERY COUNTY PARALEGAL ASSOCIATION

# **Meeting and Event News** – 2011 Delaware Valley Legal Expo (continued)









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# **NEW BENEFIT for MEMBERS**

The Montgomery County Paralegal Association is proud to offer a new benefit to our membership. We have partnered with USA-Serve, a national process server to assist you with your service needs.

USA-Serve is offering MCPA attractive rates of \$55.00 for up to 250 mile local service (an increase over their standard 100 miles for that price) and national service for only \$70.00 (a \$5.00 discount). In addition, MCPA will realize a 3% royalty for all service orders provided through our link with USA-Serve. The link will be posted on our website so that when you establish your account it will be linked to MCPA for this royalty benefit.

A brief outline of USA Serve's background and services follows on the next page. Using the system is as easy as scanning your document and uploading into their data base. You will get email updates as to the status of the service and an initial affidavit regarding service through the database, and of course, a hard copy original for filing with the Court.

Please utilize this company as it benefits everyone – you, your employer and MCPA! If you have any questions, please contact Debbie Arbuckle (610) 941-2573 or <a href="mailto:darbuckle@kaplaw.com">darbuckle@kaplaw.com</a>.





# **NEW BENEFIT for MEMBERS (continued)**

# USA*-Serve* 🐔

#### Request Service of Legal Process Online & Serve Anywhere in the U.S.A.

With a staff of software developers backed by a nationwide team of process service agents, USA-Serve, LLC. offers a totally web based solution which enables you to request service of process online and upload your legal documents to be served in minutes, all without leaving your computer desktop. You can track status 24/7 and or receive automated emailed status updates along with online electronic access to signed copies of affidavits and full diligence reports.

Regardless of the service address, your documents are immediately routed to and in the hands of a local professional process server anywhere in the nation. This single point of entry and tracking makes it efficient and cost effective to use by eliminating the need for locating and dealing with multiple process serving companies, faxing, lost emails, service communication errors and follow-up phone calls. Simply register free of charge on the website and you will be provided with all the tools you need to easily request and track your service of process online nationwide.

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USA-Serve, LLC P.O. Box 254 Mickleton, NJ 08056 Website: www.USA-Serve.com Email: service@usa-serve.com



# **The Student Section**

MCPA welcomes contributions and news from our student members. Lesley Aronson, Student Liaison from Villanova University, recapped the November Election meeting earlier in this issue. Kate Capanear, Student Liaison from Lansdale School of Business, contributed the following column called the **Top Five**:

#### January's Top Five...

#### Things to avoid posting on social networking sites

#### 5. Your personal information.

In the current technological age, it may seem like no big deal to post your email address, phone number or even your physical address to a profile page on a social networking site. However, this puts your personal contact information out there for the world to find.

Last week, I got a new smartphone and one of the first things it prompted me to do was to import my contacts. I had assumed it meant my email account's contacts. The next things I knew, I had phone numbers and email addresses in my phone for 334 of my closest friends. My phone imported contact information from all of my Facebook friends, most of whom I do not need to get in touch with via phone or email. The moral of the story: keep your personal information private, before the woman who sat behind you in English 101 five years ago has your number saved to her phone.

#### 4. Anything that can be traced to time you may have been on the clock.

Most people are guilty of using their employer's computer on work time to check their social network pages. Just because the majority may be guilty does not mean it is right. Companies across the board are cracking down on their employees' Internet use and it almost always starts with the social networking sites. Many businesses have started blocking such Web sites on their computers.

In some cases, employers have launched investigations about excessive Internet use by employees. This pastime is technically theft, because violators are using tools that are not theirs to perform an act on time that belongs to someone else. Posting pictures, comments, statuses and other updates on a social networking page actually timestamps the post, making it very simple to trace activity. With a little more effort, it is easy to find the IP address of the computer where these updates came from. Do yourself a favor and keep the personal stuff off the clock.

#### 3. A relationship that you don't want your spouse to know about.

Rule #1 of being devious—don't get caught. If you have a relationship with someone that you choose not to tell your spouse about because of any unsavory reason, one may assume you are smart enough not to post pictures of this person on your Facebook or Tweet about something funny they said to you. However, simply making a connection via "friend request" or "follower" may snag you later. When the relationship comes to light (as many of them do), some simple investigating on the part of your spouse (or worse, his or her lawyer) will turn up said connection and it will not take long for a case to build. If you really want something to stay secret, don't announce it, especially on a Web site viewed by millions of people daily. You never know who is really watching.





# **The Student Section** - January's Top Five... (continued)

2. Those pictures from your ski vacation (which ironically took place a week after you were in a car accident that caused severe, permanent damage to your back).

Pictures tell very explicit stories. With social networking becoming the norm, it is common for people to post pictures of any and everything from a honeymoon to Rome to last night's Little League game. Posting photos are one of the easiest ways to be caught in a lie.

The trap may be something as simple as the host of the dinner party you were too sick to attend finding pictures of you line dancing with your friends from the same evening. However, if you are in the middle of a legal conundrum from divorce to a pain and suffering suit, it is important to keep the story straight. A consistent story will include any photos that may be found on your profile online.

#### 1. Your true opinion of that wonderful boss of yours.

We've all been there. Our bosses have said or done something that really irked us. It is completely natural to get flustered, feel frustrated or even vent to a friend. Do not convey these feelings on a social networking site though. Once you publish thoughts like these on a site, it can never be truly erased—even if you delete the post. An angry rant via Facebook can come back to haunt you later, usually at the most inconvenient time.

In recent years, more and more individuals have become all too familiar with the repercussions of posting such updates on social media sites. Teachers have lost jobs for posting "private" opinions of their students on Facebook; administrative assistants have been fired for lashing out against their upper management staff on Twitter. In some cases, companies may actually sue employees for defamation.

While social networking sites sometimes cause more harm than good, they are here to stay. As an individual user, it is your responsibility to keep your profiles and postings clean. Follow these simple rules and you should be just fine. As a paralegal in a law firm, you can count on your client and the opposition to violate these rules. What is posted on a social networking site may make or break your case—so start snooping!

Kate Capanear also publishes a periodic newsletter via email called **The LSB paraLEGAL BRIEF**. This publication is geared toward paralegal students. If you would like to be added to the distribution list, please email Kate at <a href="mailto:kate8708@hotmail.com">kate8708@hotmail.com</a>.

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# **CLE Note** - Social Media Revisited

Two recent MCPA CLE speakers focused on different aspects of social media. It is certainly a hot topic! For additional interesting reading, Annette M. Long, CRP submitted a link to an article titled <u>Authentication of Social Media Evidence</u> by Richard Raysman and Peter Brown on law.com:

http://www.law.com/jsp/lawtechnologynews/PubArticleLTN.jsp?id=1202531978733&Authentication\_of\_Social\_Media\_Evidence&slreturn=1





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#### PCC EXAM STUDY GROUP

If you are interested in taking the PCC Exam, then you should consider joining us for the study group that will begin meeting again on Monday, January 23, 2012.

We meet at the Offices of Elliott Greenleaf & Siedzikowski, at 5:30 pm, sharp. If you are planning to join us, please contact Kathy Zamorski: <a href="mailto:kmz@elliottgreenleaf.com">kmz@elliottgreenleaf.com</a>.

Use this link to the NFPA website to learn more about the PCC Exam: http://paralegals.org/displaycommon.cfm?an=1&subarticlenbr=1124





### **COMMITTEE NEWS:** NEWSLETTER COMMITTEE

#### 30 Paralegals Pick 30 Books Every Paralegal Should Read



The *ABA Journal* recently published an article entitled, <u>30</u> Lawyers Pick 30 Books Every Lawyer Should Read.

The Editor of the *MCPA TODAY* is intrigued by the idea and challenges our members to create a book list that would be enlightening, inspiring, or just plain helpful to paralegals. Email your suggestions to <a href="https://hrt3@comcast.net">hrt33@comcast.net</a>. Include the name of the book, the author, and a few sentences describing the book and why it is recommended reading for paralegals.

Use the format provided below. Fiction and non-fiction books are welcome. Here's the second suggestion for our list:

Title: The Art of War

Author: Sun Tzu Fiction/Nonfiction: Non-Fiction

Summary: The Art of War is one of the oldest and most successful

books on military strategy in the world.

Reasons to Recommend: The Art of War has had an influence on Eastern military

thinking, business tactics, and beyond.

Applications outside the military: The Art of War has been applied to many fields well outside

of the military. Much of the text is about how to fight wars without actually having to do battle: it gives tips on how to outsmart one's opponent so that physical battle is not

necessary. As such, it has found application as a training guide for many competitive endeavors that do not involve actual combat. There are business books applying its lessons to "office politics" and corporate strategy. Many

Japanese companies make the book required reading for their key executives. The book is also popular among Western business management, who have turned to it for inspiration and advice on how to succeed in competitive business

situations. The Art of War has been the subject of various law books and legal articles on the trial process, including negotiation tactics and trial strategy. The Art of War has

also been applied in the world of sports. NFL coach Bill Belichick is known to have read the book and used its lessons

to gain insights in preparing for games.

Source: <a href="http://en.wikipedia.org/wiki/The\_Art\_of\_War">http://en.wikipedia.org/wiki/The\_Art\_of\_War</a>

Submitted by: Harry Reichner

1. Chambermaid by Saira Rao

2. The Art of War by Sun Tzu

Let's keep the list going...take a few minutes and email your suggestion today!





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# **VOLUNTEERING OPPORTUNITIES IN THE MCPA**

Below are the names and contact information for the Chairpersons of the various MCPA committees. If you have an idea or would like to volunteer, please contact a Chairperson! The Fundraising and Public Relations Committees are newly formed and are actively seeking new committee members.

Membership

Coordinate membership drives and - Tracey L. Barnes, RP, Pa. C.P. membership matters - TBarnes@dischellbartle.com

<u>Newsletter</u>

Solicit and write articles; layout and editing - Heidi Reiss-Tait, Pa. C.P., Editor

for the bi-monthly newsletter, MCPA Today <a href="mailto:hrt33@comcast.net">hrt33@comcast.net</a>

Job Bank

Solicit, accumulate, and distribute current - Stephanie Dise, Pa. C.P. job postings to the general membership sad@elliottgreenleaf.com

**Marketing** 

Solicit sponsors and advertisers for MCPA - Deborah A. Long, Pa., C.P.

deblong420@gmail.com Deborah A. Arbuckle, darbuckle@kaplaw.com

Public Relations

Promote the MCPA in the legal and general - Annette M. Long, CRP

Community <u>amlong83@gmail.com</u>

Hospitality & Events Planning

Plan and schedule upcoming MCPA - Kathleen M. Zamorski, Pa. C.P.

presentations, meetings and social events <u>kmz@elliottgreenleaf.com</u>

Community Outreach & Pro Bono

Plan and schedule MCPA charitable and - Roberta Fedorka, Pa. C.P.

community events rfedorka@obrlaw.com

**Fundraising** 

Organize and hold fundraisers for the - J. Maxwell Conaboy

Association and/or charitable organizations <a href="mailto:mconaboy@obrlaw.com">mconaboy@obrlaw.com</a>

Student Affairs & Mentoring - Lisa LaPenna, Pa. C.P.

Provide a range of services and support to students interested in a paralegal career

Do what you can, with what you have, where you are. *Theodore Roosevelt* 





# **How to Contact Us-2012**

Officers	Board Members		
Annette M. Long, CRP, <b>President</b>	Noreen Messmer, Pa. C.P.		
amlong83@gmail.com	nmessmer@fordbuckman.com		
610-275-2000	215-628-9000		
Harry A. Reichner, Vice President	Kathleen M. Zamorski, Pa. C.P.		
hreichner@groundworklaw.com	kmz@elliottgreenleaf.com		
610-205-1560	KIIIZ @ CITOUT TOOM		
Roberta Fedorka, Pa. C.P., <b>Treasurer</b>	Sheila Kees-Hayden		
rfedorka@obrlaw.com	srkshamrock9@yahoo.com		
610-834-8800	215-643-0941		
Lindsay Tait, Secretary	Heidi Reiss-Tait, Pa. C.P.		
lindsay.tait@gmail.com	hrt33@comcast.net		
610-505-8694	215-658-1890		
	Sherry Barag, CRP, Pa. C.P		
Website: www.montcoparalegals.org	sbarag@foxrothschild.com		
www.monecoparategans.org	2012 Student Liaisons		
	Lesley H. Aronson <u>lesleya34@yahoo.com</u>		
	Lindsay Tait lindsay.tait@gmail.com		
	Richard McNabb richardmacnabb@aol.com		
	Kate Capanear kate8708@hotmail.com		
	Pat Marburger pmarburger@verizon.net		
2012 Committee Chairs	2012 Representatives and Coordinators		
Hospitality & Events Planning:	NFPA Primary Delegate: Debbie Arbuckle, Pa. C.P.		
Kathleen M. Zamorski, Pa. C.P.	darbuckle@kaplaw.com		
kmz@elliottgreenleaf.com	darbuckie wapiaw.com		
Marketing: Debbie Long, Pa. C.P.	NFPA Secondary Delegate: Sherry Barag, CRP, Pa. C.P.		
deblong420@gmail.com	sbarag@foxrothschild.com		
Debbie Arbuckle, Pa. C.P.	<u>source</u> = 10 Hothselmatom		
darbuckle@kaplaw.com			
Membership: Tracey Barnes, RP, Pa. C.P.	Keystone Alliance Primary Delegate: Harry Reichner		
TBarnes@dischellbartle.com	Hreichner@groundworklaw.com		
Community Outreach & Pro Bono:	Keystone Alliance Secondary Delegate: Tracey Barnes		
Ro Fedorka, Pa. C.P.	TBarnes@dischellbartle.com		
rfedorka@obrlaw.com			
Newsletter: Heidi Reiss-Tait, Pa. C.P.	Certification Ambassador (PACE & PCC):		
hrt33@comcast.net	Sherry Barag, CRP, Pa. C.P.		
	sbarag@foxrothschild.com		
Student Affairs & Mentoring:	Bar Liaison: Annette M. Long, CRP		
Lisa LaPenna, Pa. C.P. <u>llapenna@kaplaw.com</u>	amlong83@gmail.com		
Kathleen M. Zamorski, Pa. C.P.			
kmz@elliottgreenleaf.com			
Fundraising: J. Maxwell Conaboy	CLE Coordinator: Tracey Barnes, RP, Pa. C.P		
mconaboy@obrlaw.com	tbarnes@dbyd.com		
Public Relations: Annette M. Long	Job Bank Coordinator: Stephanie Dise, Pa. C.P.		
amlong83@gmail.com	sad@elliottgreenleaf.com		
Social Media: Christopher Gregg	Webmaster: Harry A. Reichner		
cdgregg@gmail.com	Hreichner@groundworklaw.com		





# ADVERTISING OPPORTUNITY AVAILABLE TO MCPA MEMBERS

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Member Name	 -
Member E-Mail	 _
Member Phone	 _
Business Name	 _
Number of Issues	

<sup>\*</sup>All submissions are subject to Board review and approval.





# Paralegal Associations Website Resources

The **MCPA** (<a href="http://www.montcoparalegals.org/">http://www.montcoparalegals.org/</a>) is a member of state and national associations:

- the Keystone Alliance of Paralegal Associations (<a href="http://www.keystoneparalegals.org/">http://www.keystoneparalegals.org/</a>)and
- the National Federation of Paralegal Associations (<a href="http://www.paralegals.org/">http://www.paralegals.org/</a>)

Access these websites for a wealth of information and helpful resources

