

The SAPA Sentinel: June 2022



SAN ANTONIO PARALEGAL ASSOCIATION

An Affiliate of the National Association of Legal Assistants, Inc.

President's Message



Dear SAPA Members:

I hope everyone had a great Memorial Day weekend! Let's remember why we celebrate this holiday and take a moment to say **Thank You** to all our military, all over the world.

Just a reminder, we will be hosting an all-day CLE event on June 24th. Be sure to register for our "*Summer Fling on the Riverwalk with SAPA.*" I know there are limited spaces left, so be sure to reserve your spot as soon as possible.

As my year as your President comes to a close, I want to take a moment to tell you how much I appreciate everyone for supporting myself and the board. I have learned so much from the amazing paralegals on the board and our amazing members. When I began my year as your President, I told the board that we are all equals, and we will come together as a team.....and we did!

We did have members leave the board for various reasons. But your board was able to step up where needed. We had several people in multiple positions, and I appreciate this so much! I highly recommend getting involved and joining the board. Everyone has their own vision and ideas, and they should be shared. Just remember, "*You can wait as long as you want for something to change but nothing will change until you stand up and change it*".

As I think back on this past year, we as a group, have had the opportunity to come together again and also volunteer in our community.

We started the year with the board getting together at Chicken-N-Pickle, for a team building event. I think everyone had a great time and we bonded as a board.

In October we co-hosted Paralegal Day, which was a great event! We had a great turn-out and we were able to recognize Kerri Alexander as Paralegal of the Year!

We also volunteered to help Habitat for Humanity of San Antonio build a house. Thank you for everyone who attended!

One of my favorite events was the Spurs CLE we hosted for Christmas. It was so much fun and interesting to get a behind the scenes view of the Spurs. And we were able to participate in the 2021 Adopt-A-Family Charity.

In February of this year, we celebrated our Sustaining Members with a Luncheon. We are so thankful to have a great group of people willing to help us out at a moments notice.

Finally, I have some final words for my fellow paralegals: ***Don't follow your dreams, chase them!***

I would not be where I am today, without the following amazing people.

Rocio Mayes – President Elect – Rocio, thank you so much for stepping up and agreeing to be our President next year! You will do great! I appreciate your determination and kindness.

Phoebe Glombik – Secretary – Phoebe, thank you so much for all the hours you put in with the board. I know aspects were a challenge, but you stepped up and amazed us all! I appreciate your sense of humor, honesty and willing to go above and beyond!

Priscilla Nash – Treasurer – Priscilla, thank you so much for taking on many different roles this past year! You are truly my hero! And thank you so much for having the confidence that I could be President! I appreciate your loyalty, friendship, and mentorship!

JoAnn Trevino – NALA Liaison – JoAnn, thank you so much for doing all the NALA study groups! I know many of our certified paralegals have you to thank for taking the time to offer to the study groups! I appreciate your kind demeanor and knowledge!

Diana Olack – Education Director – Diana, thank you for stepping up and doing multiple positions! You are truly a hard worker, and it did not go unnoticed! You were able to coordinate some great speakers for our luncheons! I appreciate your determination, and willingness to get the job done.

Marcy Castanon – Newsletter Director – Marcy, thank you so much for your hard work in putting the Newsletter together every month! You are fabulous my dear! I appreciate you pushing me to get my message done and to you on time!

Stephen Herrera – Technology Director – Stephen, thank you so much for coming in as our tech guy, when we were changing the website. You showed up and proved that we could get this done! I appreciate your friendship, guidance, and humility.

Kathryn Flores – Social Media – Kathryn, thank you for coming in late in the year, to help with our social media. You have proven to be a great asset to the board, and I see great things in your future. I appreciate your willingness to help and your assertiveness.

Finally, this is the beginning of a new year and SAPA will continue to get more members and be better than ever! So, it is time to say goodbye, but I think goodbyes are sad and I'd rather say hello. Hello to new beginnings.

Elaine Simons, CP

President

(210) 394-8737

president@saparalegal.org

“
How lucky I am to
have something
that makes saying
goodbye so hard.
”

- A.A. Milne



Several of our Sustaining Members are set up to assist the legal community electronically. Please reach out to them with your needs.

- Kim Tindall & Associates
- Lexitas

- Preferred Counsel
- Blend Document Technology
- Hill Country Litigation Services
- L.O.R.R. (Law & Order Record Retrieval)
- Gulfstream Legal Group
- Capitol Services
- PIMLAR
- TxMLC
- TexasFile
- County Records.com

SAPA is proud to Spotlight Sustaining Member

Preferred Counsel

In our June 2022 Newsletter





Morgan M. Matson



Jenny Marshall

845 Proton
San Antonio, Texas 78258
(210) 445-7669

WINNING THE BATTLE FOR THE BEST LEGAL TALENT SINCE 2007

Please support SAPA Sustaining Members. We are able hold our in-person CLE luncheons because of their support.

Make sure to renew your membership as soon as possible to enjoy the full benefits of our organization.



SCAN TO REGISTER NOW!



JOIN US FOR

Summer Fling on the Riverwalk with SAPA!

Attend for networking, education
and fun at this all day CLE event!

Time: 8:00 am - 5:00 pm

Date: Friday, June 24, 2022

Location: The Hyatt Place
Riverwalk, 601 S St Mary's St,
San Antonio, TX 78205

Cost: \$65 for Members/\$75 for Non-members
(If registered by June 10th - After June 10th
\$80 for Members/\$90 for Non-Members)

**Parking will be included for those
who register before June 10th
(After June 10th parking will be \$12)**



SAPA FULL DAY CLE

Summer Fling on the Riverwalk with SAPA

Date/Time: Friday, June 24, 2022 / Time: 8:00 a.m. to 5:00 p.m.

Location: The Hyatt Place, Riverwalk, 601 S. St. Mary's Street

San Antonio, Texas 78205

Cost: Members: \$65 / Non-Members: \$75

(After June 10th, cost is \$80 for Members / \$90 for Non-Members)

Parking will be included for those who register before June 10th

(After June 10th, Parking is \$12.00)

[Register](#)

SPEAKERS



Bexar County ADA Meli Powers
Criminal Law
Family Violence & the Criminal Justice System



Carlo Garcia @ Oliva Saks
Real Estate Law
Navigating Through Real Estate in Divorces



Charles Hardy @ HHZ
Family Law
Essential & Successful Billing Practices for Every Paralegal



Mark Sanchez @ Sanchez & Wilson
Employment Law



Aridssa Martinez (Staff Attorney - Probate Ct 2)
Martin Collins (Staff Attorney - Probate Ct 1)
Probate Law
Best Practices in the Bexar County Probate Courts



Chase Hardy @ Griffin Purnell, LLC
Technology
Help! My Boss Has A Flip Phone: 10 Tech Tips to Optimize An Ancient Workflow



Javier Espinoza @ Espinoza Law Firm
Personal Injury Law





SUMMER FLING ON THE RIVERWALK WITH SAPA



Friday, June 24, 2022

Time	Event/Speaker	Introduction
8:00 – 8:30	Registration/Breakfast	
8:30 – 8:45	Welcome/Announcements	
8:45 – 9:45	Probate Law – Aridssa Martinez (Staff Attorney - Probate Ct 2) & Martin Collins (Staff Attorney - Probate Ct 1)	
9:45 – 10:45	Criminal Law – Bexar County ADA Meli Powers	
10:45 – 11:00	AM Break/Visit with Vendors	
11:00 – Noon	Family Law - Charles Hardy @ HHZ	
Noon – 12:30	Lunch/Announcements/Visit with Vendors	
12:30 – 1:30	Technology – Chase Hardy @ Griffin Purnell, LLC	
1:30 – 2:30	Employment Law – Mark Sanchez @ Sanchez & Wilson	
2:30 – 2:45	PM Break/Visit with Vendors	
2:45 – 3:45	Personal Injury Law - Javier Espinoza @ Espinoza Law Firm	
3:45 – 4:45	Real Estate Law - Carlo Garcia @ Oliva Saks	
4:45 – 5:00	Closing	



Paralegal Division – District 5

School's out and Summer is here! How is it possible that we're about halfway through 2022 already?!

It's the perfect time to grab your sunglasses, a tall glass of iced tea (or lemonade) and sit by the pool! I hope you take time off to enjoy your Summer. I cannot wait to go to the coast and do some fishing!

DON'T FORGET TO RENEW your membership! Online renewal is available through July 31, 2022. New and lapsed members must apply using the online membership application process. You may access the online membership renewal application here: <https://txpd.org/online-membership-renewal/>.

Scholarships are available for the upcoming 2022 Texas Advance Paralegal Seminar (TAPS). PD will award up to two (2) educational scholarships for the three-day registration fee. All applications must be received by July 15, 2022. To complete your Scholarship Application, click: <https://txpd.org/wp-content/uploads/2022/03/Scholarship-Application-2022.pdf>

Online Registration for TAPS 2022 is now open. The CLE No. 1 Answer is “SURVEY SAYS - TAPS 2022!” Mark your calendars for September 28-30, 2022, at the Sheraton Downtown Fort Worth. Visit <https://txpd.org/taps-home/> for more details and registration.

PD Board of Directors’ Annual Incoming/Outgoing Meeting will be held on June 24-25, 2022, in Dallas. I would like to hear your ideas, comments, and suggestions to take to the meeting. Feel free to drop me a note on what we can do better to support you and PD at district5@txpd.org. Looking forward to hearing from you!

Wishing all the loving dads in our lives a very Happy Father’s Day!

Please contact Pearl Garza, District 5 Director, with any questions or suggestions at: District5@txpd.org.



SAPA OUT IN THE COMMUNITY

SAPA Members have an opportunity to assist SALSA

SALSA requests assistance from the paralegal community to help provide representation to Spanish-speaking clients. They are looking for paralegals to

assist with translation for these clients so that their SALSA volunteer attorneys can provide wills, medical POAs, statutory durable POAs, declarations of guardianships, HIPAA releases, and physicians directives to qualifying clients seeking estate planning documents. All contact with the client occurs remotely.

Click the link below to sign-up for the paralegal wills program.

Button

NALA Study Group

Welcome Phoebe Glombik as our new NALA Liaison. Keep an eye out for our fall schedule coming soon.

Send a message to the following email account if you're interested in attending: nala@saparalegal.org

JoAnn Trevino

NALA Liaison

nala@saparalegal.org

NALA - Up Coming Webinars

[Click Here](#)

SAPA's Next Board of Director's Meeting is Scheduled for

Wednesday, July 6, 2022 at 6:15 p.m.

In person meeting at Tessmer Law Firm located at 7550 IH 10, Suite 1201, San Antonio, Texas 78229. All members are welcome to join us. Please email president@saparalegal.org to let us know if you will be joining us.



MENTOR PROGRAM

BE A MENTOR | HAVE A MENTOR

Protégés:

- Receive guidance/direction/support on topics such as ethics, career advancement, & professionalism.
- Access to valuable networking opportunities with other paralegals and the legal community through your mentors and others at state-wide and district PD events.
- Opportunities to learn more about the PD and PD activities & opportunities to get more involved.

Mentors:

- Opportunity to share your guidance/direction/support on topics such as ethics, career advancement, & professionalism.
- Encourage and promote the Division, and opportunities to participate in the Division.
- Invite Protégés to attend Division functions, and introduce Protégés to Division leadership, as well as some of the members.

*Voting, active members in good standing, with at least seven (7) years of experience as a paralegal, are qualified to serve as Mentors. Mentors must complete the requisite application acknowledging Mentor has read and agrees to follow the Mentor Program Guidelines.

SIGN UP TODAY

For more information contact:
mentorprogram@tspd.org



MENTOR



MEMBERSHIP
DRIVE

The State Bar of Texas Paralegal Division is accepting Membership Applications on-line.

Online applications can be processed with payment options by check or money order (made payable to the Paralegal Division) or by credit card using an American Express, Visa, or Master Card. If paying by check, mail your check along with a copy of your membership application to Paralegal Division, P. O. Box 19163, Amarillo, TX 79114. **Application payments are non-refundable.**

- **Important** - Active and Associate members must provide your supervising attorney's bar number when asked for during the application process, so please have it available before beginning.
- We strongly suggest you apply via a computer that has print capability so you can print your application for your records.

Once you start the application process, be aware that periods of inactivity greater than 20 minutes will cause your online session to time out and require that you start over, so be sure to have any required information available before you begin.

[Click to Apply Online](#)

REMINDERS :

- We are now accepting payments via the Cash App.
 - Just use the Cash tag: **\$SAParalegal21**
 - Registration for luncheon is still required.
- Would you like SAPA to recognize one of our members for their accomplishments? If you ever have something that you want us to share; news, events, feedback, a member you would like to recognize or an article that you enjoyed, I would be happy to review your entries at Newsletter@saparalegal.org.
- Do not forget to renew your membership and encourage the Paralegals in your life to join SAPA or renew their memberships if they have not yet, as well. 2020 is going to be a great year to be a member of SAPA and you do not want to miss it!

JOB POSTING

Paralegal Needed

Pearson Legal, PC

San Antonio, TX

\$50,000 to \$60,000 base salary plus bonuses

Hybrid work from home / office schedule

Medium-sized contingency plaintiff litigation firm with statewide practice is currently seeking candidates for a paralegal position in their downtown San Antonio office. The ideal candidate for this opportunity will have at minimum:

3 years of litigation experience

Complex case document management experience with E-Discovery software

Knowledge and experience with litigation, including trial support software

Excellent oral and written communication skills; and

Strong interpersonal, organizational, and time management skills.

Benefits available including medical, dental, vision, 401K, and paid parking. Salary DOE

Please submit resumes to clientservices@pearsonlegalpc.com

TXdocs is seeking a Forms and Software tester for our office in Universal City. Testers add value to our team by working diligently to detect and report any issues with our legal forms and software program. In this role, you will conduct quality assurance testing through a specific set of procedures and apply discernment regarding legal requirements, end-user efficiency, and language. Our ideal candidate has experience working in the legal field. There is potential growth opportunity to be promoted to a Developer position with internal training. Compensation starts at \$15 per hour.

Tester Duties and Responsibilities:

- Become familiar with our program and standards
- Conduct testing of forms and software
- Follow procedures
- Assess the functionality and overall user experience of our products

- Record and report issues

Tester Requirements and Qualifications:

- Proficiency in Word and Excel, WordPerfect a plus
- Sharp eye for detail
- Knowledge of proper grammar, spelling, and punctuation
- Communication, reporting , and troubleshooting skills
- Ability to work well with a team
- Self-discipline

Please send resume to Shawna Amick at shawna@txdocs.com