

The SAPA Sentinel: March 2023



**SAN ANTONIO PARALEGAL ASSOCIATION**

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





Dear SAPA Members,

Thank you to all the members who attended the Super Paralegal Membership Social. I enjoyed everyone's company and am so excited to welcome all the new and returning members. Thank you, **Lexitas Legal**, **Kim Tindall & Associates (KTA)**, and **Preferred Counsel** for sponsoring our membership social.

Our Sustaining Members Luncheon is scheduled for April 20, 2023. Please join us as we kick off Fiesta and celebrate our sustaining members. Please be advised that our events have been selling out. Space is limited. Register before it's too late!

Thank you for all the positive feedback on the Free Zoom CLEs. I am glad you have enjoyed the topics and the speakers.

Please visit our website for up-to-date information on our upcoming events and job postings. Follow us on social media. I appreciate your feedback, suggestions, and ideas, so feel free to contact me or chat with me at our events.



**Information about Origins of San Antonio College's Paralegal Studies Program**

If you have information about the origins of San Antonio College's Paralegal Studies Program, or have information about Ms. Virginia Jordan Dial's role in establishing the program, please contact Regina Stone-Harris at [reginastoneharris@yahoo.com](mailto:reginastoneharris@yahoo.com) or 210-394-1000.

Ms. Stone-Harris seeks information to complete an attorney profile on Ms. Dial for the *San Antonio Lawyer* magazine.

**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, A Magna Legal Service Company
- Texas Medical Legal Consultants, LLC
- Lexitas
- Preferred Counsel
- Veritext
- Blend Document Technologies
- Hill Country Litigation Services
- L.O.R.R. (Law & Order Record Retrieval)
- Capitol Services
- County Records.com
- The Legal Connection

**SAPA is proud to Spotlight Our Sustaining Member**

**TLC - Texas**

**The Legal Connection**

**In our March 2023 Newsletter**



**Litigation Support Services for Law Firms**

**Record Retrieval; Court Reporting; Process Service; Document  
filing & Retrieval, eNotary and Conference Room Rental.**

**Contact us with your specific request:**

**855-327-7901**

**The Legal Connection**

**Corporate Office**

**8656 W Hwy 71**

**Building F, Suite 200**

**Austin, Texas 78735**

**info@TLC-Texas.com**

[Visit The Legal Connection](#)

**Please support SAPA Sustaining Members.**

**With their support, we are able to hold awesome  
CLE Seminars and monthly CLE luncheons**

**\* \* \* Membership Renewal Time \* \* \***

**We value our members and look forward to seeing everyone at our events  
throughout 2023.**

# SAPA

*calling*

**SAPA is looking for VOTING members  
to serve on the Board for  
the 2023-24 Board year!  
We cannot continue our  
success without you!**

**If you are interested in finding out  
more information, please contact  
President-Elect Diana Olack at  
[presidenelect@saparalegal.org](mailto:presidenelect@saparalegal.org)**



Decline



Accept

**Candidacy Statements are due on or before April 14, 2023. Please send it to President-Elect Diana Olack**



**MARCH  CLE**

Date/Time: Thursday, March 9, 2023  
12:00 - 1:00 p.m.

Speaker: C. Michael Ireland & Sara C. Casas,  
Higdon, Hardy & Zuflacht, LLP

Topic: "Trial Mistakes to Help Your Attorney Avoid"

Location: *The Cottage Irish Pub & Eatery*  
3810 Broadway,  
San Antonio, TX 78209

Cost: Members: \$35 / Non-Members: \$40

Register at: <https://www.saparalegal.org/event-5129901>


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**Location:** *The Cottage Irish Pub & Eatery*  
*3810 Broadway,*  
*San Antonio, TX 78209*

**Cost:** Members: \$35 / Non-Members: \$40

### **Menu:**

**Fish 'n Chips** - Flaky cod coated in our special house-made beer batter and fried golden, served with house-cut fries, pears, lemon, and tartar.

**OR**



**Guinness Beef Stew** - Tender chunks of beef and vegetables simmered in a rich Guinness gravy and served with homemade Irish brown soda bread.

**OR**

**Cauliflower Steak** - Marinated & grilled cauliflower steak served with mashed potato & vegetables of the day.

**Dessert** - Baileys Cheesecake & Irish Bread Pudding (Randomly Dispersed)

**Link for In Person Registration:**

<https://www.saparalegal.org/event-5129901>

**Please Register in Advance....Space Limited!**

You have the option to pay online or to be invoiced.

If invoiced, you must pay by cash, check or Cash App on the date of the event.

**\*\*\*\*\*No Shows will be invoiced\*\*\*\*\***

**\*\*\*\*\*Cancellations should be made no later than 5:00 pm,**

**Monday, February 13th, 2023.\*\*\*\*\***

**\*\*\*\*\*NO refunds for registrations will be available after that date due**

**to contractual obligations with venue.\*\*\*\*\***

The CLE credit form will be emailed to those in attendance at the email address used for registration within a week of the event.

**\*\*Please note that this CLE is pending TBLIS approved\*\***

**\*\* Attorneys can report it as self-study credit\*\***

If you have any questions, please contact SAPA's Education Director: [education@saparalegal.org](mailto:education@saparalegal.org)

Register - March CLE

## Paralegal Division – District 5

In honor of St. Patrick's Day: *"May you have all the happiness and luck that life can hold – and at the end of your rainbows, may you find a pot of gold."*  
~ Irish Blessing.

### **Exceptional Pro-Bono SERVICE Award NOMINATIONS ARE OPEN:**

PD is currently accepting nominations for its 2023 Exceptional Pro-Bono Service Award. This is one of the most prestigious awards presented by PD. If you know of someone who has participated in pro bono activities, send in a nomination form no later than March 31, 2023. Click here for nomination form: [2023 Exceptional Pro-Bono Service Award Nomination Form](#).

## **TEXAS BOARD OF LEGAL SPECIALIZATION EXAM:**

Please join us in applauding the following D5 members who passed the TBLS exam:

Veronica Hernandez - Family Law

Holly Marie Burch - Oil, Gas and Mineral Law

We're very proud of you on this great achievement! CONGRATULATIONS!

## **ROUND UP YOUR CLE WITH D5 – THANK YOU FOR ATTENDING!**

YEEHAW! We had an amazing CLE event on February 18, 2023. We would like to extend:

- Special Thanks to our speakers for their thought-provoking topics and insights: Judge Rosie Speedlin-Gonzalez, Humberto Garcia, Rachel Reuter, Susi Boss, Diana Olack, Kerri Alexander, April Cruz, and Janis Rivera.
- Thank You to our sponsors LORR and PREFERRED COUNSEL. We could not have done it without their support.
- Many Thanks to our attendees for their great participation throughout the CLE. We learned so much from each and every one of you. We look forward to seeing you next year.
- And a big SHOUTOUT to the CLE Committee for their tireless work in planning and coordinating the event: Sandy Hartman, Cynthia Garcia, April Cruz, Diana Olack, and Susi Boss. You all did a great job!!

If you missed us this year, wait for 2024!

## **ISPY CLE – SAVE THE DATE:**

The TAPS Planning Committee is already hard at work planning for TAPS 2023! Mark your calendars for September 27-29, 2023, in Frisco. Please like the Facebook page “TAPS BY PARALEGAL DIVISION” and keep up with everything you need to know about TAPS 2023. Be watching for details!

Please contact me with any questions, suggestions, or ideas at:  
[District5@txpd.org](mailto:District5@txpd.org).

Respectfully,

Pearl Garza

District 5 Director

**\* \* \* UP COMING EVENTS \* \* \***










**2023 MEETING OF  
TEXAS ALLIANCE OF PARALEGAL  
ASSOCIATIONS**



**March 31 – April 1, 2023**

Houston Paralegal Association invites Texas paralegal association leadership to meet in Galveston, Texas for the 2023 annual meeting of TAPA (Texas Alliance of Paralegal Associations)





## TAPA Schedule



### **Fri, Mar 31st - Casino Night Social at Fish Tales Bar & Grill - 6:30-9:30 PM**

Transportation from hotel to Fish Tales on Seawall Blvd., overlooking the Gulf of Mexico and across the street from the Galveston Historic Pleasure Pier. Enjoy a delicious dinner buffet and play casino games - Black Jack, Craps, and Roulette. You will have the chance to win Door Prizes. It will be a fabulous time!

**Cost: \$50 per person (includes dinner, drink ticket, and casino dollars)**



### **Sat Apr 1st - TAPA Meeting, Hilton Galveston Island Resort - 9:00 AM - 2:00 PM**

Meeting of the member associations of TAPA, including a breakfast buffet. A mid-morning break will be provided for hotel check out and luggage may be stored in the meeting room.

**Cost: Free - 1st association representative**

**\$30 - Additional association representative**





### **Hotel Information**

Hotel rooms are blocked for our event at **Hilton Galveston Island Resort**. The room rate is **\$179 on Thursday (March 30<sup>th</sup>)**, **\$199 on Friday (March 31<sup>st</sup>)** and **\$199 on Saturday (April 1<sup>st</sup>)** night for a single/double room, **if booked by March 8, 2023**. Hilton Galveston Island Resort **will not honor these rates after that date**. Complimentary Wi-Fi in your room is included. A charge will appear on the room invoice, but it will be credited upon check-out.

Your stay is eligible for Hilton Honor Points. Self-parking, located behind the hotel, is \$12 overnight. Valet parking is \$24 per vehicle, per day. Reservations can be made directly through Hilton Reservations Department 877.425.4753. Please identify as being with Houston Paralegal Association or HPA.

### **Travel Options**

We suggest that if you are flying to Houston/Galveston that you fly Southwest Airlines to Hobby Airport, as this airport is nearer to Galveston Island. Hobby Airport Super Shuttle does not provide service to Galveston Island (30 minute drive), but you may utilize a ride share service. If you have difficulty in making travel arrangements, please contact HPA and we will help you.





**CLE Option:**

TAPA registrants are invited to attend **HPA's Advanced CLE Conference** on **Friday, March 31, 2023** at **Galveston Island Conference Center** (next door to the Hilton Hotel). You can earn up to 6 hours of CLE with a choice of sessions from two CLE tracks.

**Two CLE Tracks including sessions on:**

- *Making Objections to Discovery*
- *Out of State Discovery: How to Propound and Answer*
- *Mandamus and Jurisdiction*
- *Mini-Course on NALA CP Skills Exam: Legal Writing & Analysis*  
*Plus, other sessions on Personal Injury Law, Intellectual Property Law, Bankruptcy Law, Employment Law and more*
- *Optional Special Session: NALA - Assisting Paralegals since 1975*  
*Speaker: Debra K. Overstreet, ACP, NALA President*

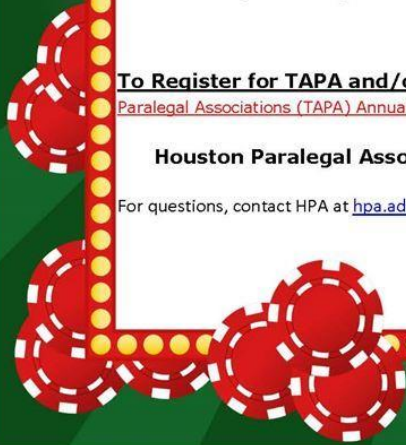
See brochure (pdf attachment)

**Cost: \$75 (\$25 savings from HPA membership cost)**

**To Register for TAPA and/or HPA's CLE Conference, go here:** [Texas Alliance of Paralegal Associations \(TAPA\) Annual Meeting](#)

**Houston Paralegal Association looks forward to seeing you in Galveston!**

For questions, contact HPA at [hpa.admin@hpatx.org](mailto:hpa.admin@hpatx.org)







**To Register:**

Complete registration form and make check payable to Houston Paralegal Association

EVENT	COST		TOTAL
Casino Night Social - on Friday, March 31, 2023 (includes dinner buffet , drink ticket, and casino dollars)	\$50	Per Association Representative	
TAPA Meeting – on Saturday, April 1, 2023 (includes breakfast buffet)	Free	First Association Representative	
TAPA Meeting – on Saturday, April 1, 2023 (includes breakfast buffet)	\$30	Additional Association Representative	
HPA CLE Conference - on Friday, March 31, 2023	\$75	Per Registrant	
<b>TOTAL AMOUNT DUE</b>			

Registrant Name: \_\_\_\_\_

Registrant Title: \_\_\_\_\_

Registrant Name: \_\_\_\_\_

Registrant Title: \_\_\_\_\_

Registrant Name: \_\_\_\_\_

Registrant Title: \_\_\_\_\_

**TO REGISTER**, make your check payable to: **Houston Paralegal Association** and mail a completed registration form and payment to: **Ruth S. Conley, Shook Hardy & Bacon, 600 Travis, Suite 3400, Houston, TX 77002**. To pay online, send an email to HPA at [hpa\\_admin@hpatx.org](mailto:hpa_admin@hpatx.org) and Ruth Conley will contact you and create a special invoice with your total amount due.





**SAVE THE DATE!**



**Kick off Fiesta by joining SAPA at the April Sustaining Members Luncheon!**




**Date/Time:** Thursday, April 20, 2023  
12:00 p.m. - 1:00 p.m.

**Location:** Alamo Café 281, 14250 San Pedro Ave,  
San Antonio, TX 78232

**Cost:** Members: \$30 / Non-Members: \$35



[Register Here!](#)



Register - April Sustaining Member Luncheon

**\* \* \* Looking ahead \* \* \***

**SAVE THE DATE**  
**MAY CLE**

Date/Time: Thursday, May 18, 2023  
12:00 - 1:00 p.m.

Speaker: Brent De La Paz,  
Law Office of Brent De La Paz

Topic: Criminal Law

Location: Volare Italian Restaurant and Pizzeria  
3902 McCullough Ave, San Antonio, TX 78212

Cost: Members: \$35 / Non-Members: \$40



# SAPA OUT IN THE COMMUNITY

## DONATIONS NEEDED FOR:

# GOOD



United Way of the  
Chattahoochee Valley

As individuals and families transition out of homelessness or transitional housing, they are often starting over.

Many are moving into their new home with little to no personal or household items.

*United Way Home for Good* baskets are designed to provide basic household necessities and the essential supplies needed to create a safe and stable home.



Gather some of the following supplies in a laundry basket or storage bin.

Bedroom/Laundry, Laundry Detergent, Fleece Blanket (Check out our Easy No Sew Blankets Project), Light Bulbs, Bathroom, Hygiene items, First Aid Kit, Toilet Paper, Toilet Brush, Toilet Bowl Cleaner, Shower Curtain, Hand Towels, Wash Clothes, Kleenex, Kitchen, Silverware & Cup Kit, Plate Kit, Dishwashing Kit, Disinfectant Wipes, All-purpose Clear, Garbage bags, Hand Soap & Add an encouraging note (optional)!

**Please bring your donations to any of SAPA's Luncheons**

**WELCOME - NALA Study Group**

New Leader - New Location

**Phoebe Glombik**

NALA Liaison

nala@saparalegal.org

**Summer Moon Coffee**

**3233 N. St. Mary's**

**San Antonio, Texas 78212**

**NALA - Up Coming Webinars**

**[Click Here](#)**

A decorative background featuring coffee beans in the top left, large green coffee leaves, and a white coffee cup with dark coffee in the bottom left. The text is overlaid on a dark wood-grain background.

# SAPA's NALA Study Group



**Location:**  
Summer Moon Coffee  
3233 N St Mary's St., Ste. 102  
San Antonio, TX 78212

**Contact: Phoebe Glombik**  
[nala@saparalegal.org](mailto:nala@saparalegal.org)



**SAPA's NALA Study Group**  
Summer Moon Coffee  
3233 N St Mary's St., Ste. 102  
San Antonio, TX 78212

- August 25<sup>th</sup> from 6:00 p.m. – 7:00 p.m.
  - \* NALA Study Session: Ch. 2 - Civil Litigation
- September 29<sup>th</sup> from 6:00 p.m. – 7:00 p.m.
  - \* NALA Study Session: Ch. 3 - Contracts
- October 20<sup>th</sup> from 6:00 p.m. – 7:00 p.m.
  - \* NALA Study Session: Ch. 4 - Corporate and Commercial Law
- November 16<sup>th</sup> from 6:00 p.m. – 7:00 p.m.
  - \* NALA Study Session: Ch. 5 - Criminal Law & Procedure
- December 19<sup>th</sup> from 6:00 p.m. – 7:00 p.m.
  - \* NALA Study Session: Ch. 6 - Estate Planning and Probate
- January 20<sup>th</sup> from 6:00 p.m. – 7:00 p.m.
  - \* NALA Study Session: Ch. 7 - Real Estate and Property
- February 23<sup>rd</sup> from 6:00 p.m. – 7:00 p.m.
  - \* NALA Study Session: Ch. 8 - Torts
- March 23<sup>rd</sup> from 6:00 p.m. – 7:00 p.m.
  - \* NALA Study Session: Ch. 9 & 10 - Professional and Ethical Liability and Grammar
- April 27<sup>th</sup> from 6:00 p.m. – 7:00 p.m.
  - \* NALA Study Session: Ch. 11 & 12 - Spelling and Punctuation
- May 20<sup>th</sup> from 6:00 p.m. – 7:00 p.m.
  - \* NALA Study Session: Ch. 13 & 14 - Clarity of Expression and Critical Thinking
- June 29<sup>th</sup> from 6:00 p.m. – 7:00 p.m.
  - \* NALA Study Session: Ch. 15, 16 & 17 - Reading Comprehension, Analysis of Information and Decision Making

Register for NALA Study Group

# BOARD MEETING



**Date: April 12, 2023**

**Time: 6:30 pm**

**Location: TBD**

All members are welcome to join us.  
Please email [president@saparalegal.org](mailto:president@saparalegal.org) to  
let us know if you will be joining us.

**\*\*\* Paralegal Positions \*\*\***



If you are looking to make a move or just want to checkout new opportunities, see our **JOB BOARD**.

## San Antonio Paralegal Association

<b>Litigation Paralegal</b>	<i>Posted: Feb 28, 2023</i>
Germer PLLC - San Antonio, TX	Salary: null Monthly
Full-time	Application Deadline: Mar 24, 2023
<b>Legal Secretary</b>	<i>Posted: Feb 28, 2023</i>
Germer PLLC - San Antonio, TX	Salary: null Monthly
Full-time	Application Deadline: Mar 24, 2023
<b>Jr. Paralegal</b>	<i>Posted: Feb 27, 2023</i>
Law Firm of Joseph Lassen - San Antonio, TX	Salary: null Hourly
Full-time	Application Deadline: N/A
<b>Legal Receptionist</b>	<i>Posted: Feb 27, 2023</i>
Law Firm of Joseph Lassen - San Antonio, TX	Salary: null Hourly
Full-time	Application Deadline: N/A
<b>Pre-Litigation Assistant</b>	<i>Posted: Feb 21, 2023</i>
Riley & Riley, Attorneys at Law - San Antonio, TX	Salary: null Hourly
Part-time	Application Deadline: Mar 10, 2023

[View More Jobs](#)



# 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@txpd.org](mailto:mentorprogram@txpd.org)



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**SIGN UP TODAY**

For more information contact:  
[mentorprogram@tspd.org](mailto: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](mailto: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!



## ONCE UPON A TIME...

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We didn't envision building a national company when we started Capitol Services in 1978. A small office in Austin offering Texas UCC searches was all we really had in mind. In fact, if our banker had required us to prepare a business plan, we probably wouldn't be here today.

Many years ago, our first CPA commented that the best thing we had done was hire nice people. We think that still rings true. Some of those people are still with us today, including two who started with us in our first year of business. Quite a few clients who gave us an opportunity to earn their business that first year remain with us too.

Forty years later, Capitol Services has offices from coast-to-coast providing a full range of corporate, registered agent, and lien services. More importantly, we still hire nice people and retain them. Even though we have continued to grow and add new people, 40% of our employees have been with us for over 10 years.

A lot has changed over the past 40 years, but our mission has remained the same – “to provide friendly, efficient, and cost-effective service to our clients amid a relaxed atmosphere that encourages a balanced work-life experience for our employees.”

John Robinson and Cheryl Roberts

Co-Founders