

The Drinking Game

By: Rhonda Hoadley, ACP

For most people, including myself, drinking water throughout the day is one of the biggest challenges of personal care. Granted, there are apps for that, but if you're like me, the last thing you want to hear is another beep or "Don't Worry be Happy" while you are trying to make corrections to a pleading that the attorney just gave you at 4:30, and is due the same day. That is where the drinking game comes in. Yes, we are all drinking at my office.



Let me set the scene. I am a paralegal at the Laramie County District Attorney's Office, and everyone wants to talk to the man in charge, usually with the door closed. Also, there are only three paralegals on my side of the building, and we are all notaries. Being in this field, the language and the cases can be rather colorful; and reminding yourself to maintain a poker face can be difficult, from time to time. We also have several attorneys in the office, coverage

issues may arise when a few are out, and unfortunately, those issues are often last minute. Finally, we are all adults, and the discussion of consuming adult beverages is pretty common.

I really do not like water, and I loathe the idea of putting sugarless flavors in it to make it taste "better". After living in the south for so long, if it isn't coffee, sweet tea or Mountain Dew, why bother?

So, I thought of things that happen pretty often at our office, and decided that when someone goes into the boss' office and closes the door, I should take a drink of water. I ran the idea by the other paralegals on my side, and that quickly morphed into other reasons to take a drink. If someone asked for a notary, we drink; if someone swears, we take a drink; if it is a real bad word, we take three drinks;



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when someone comes by and asks about an attorney, we drink; if we have last minute coverage issues, we drink; when we get or give the "look", we drink. And when we make the statement that "It's rum o'clock somewhere. Is it beer-thirty, or is that really water in that bottle?" You guessed it – we drink. By the way, sweet tea, coffee, and Mountain Dew do not count towards the drinking either, you must drink water.

Treasurer's Update

By: Wendy Trembath

LAW's budget continues to look pretty good as we move into the third quarter of our fiscal year.

INCOME

We have done very well in almost all income categories. We are only \$155 short on our membership dues for the year, we have collected \$100 more than budgeted in sponsorships, and we collected about \$300 more than budgeted for the Fall Seminar.

One of the biggest surprises of this term is that we have more than *doubled* the amount of CLE income that was budgeted! Region 3 has hosted two CLEs that each brought in about \$150, and Region 3 is planning to host at least one more CLE before the end of May. Region 4 is working on setting up a CLE in April. This is a growing concept for LAW, and it will be interesting to see how it affects our bottom line.

The only income line item where we really need to catch up is

Pretty soon, others were coming over to our side of the office just to see how much water we had consumed throughout the day. It can be anywhere from a bottle or two, to over a gallon. Some of our officemates think it is funny to come to our side and load us up on the trigger questions, just to see how many drinks they get to make us take in one trip. The best thing is now, the entire office is trying it.

memorabilia sales - we have collected only about 50% of the budgeted amount. I plan to order some new memorabilia in time for the Spring Seminar. Also, I am

working to have "Point of Sale" credit card capability

by that time, so get your plastic ready for the Spring Seminar!



EXPENSES

The line item for the vendor that hosts our membership, event and website platform (WildApricot) is about \$250 over budget because of the price increase in 2017. Also, we under-budgeted slightly for our teleconference fees. We are about \$20 over now, and we have at least four more Board meetings left for the year, which is where we incur most of the teleconference charges. When we offer CLEs by teleconference, we split out that cost to the CLE Expense line item.

The good news is that our NALA Liaison spent about \$180

Needless to say, I am drinking much more water than I was three months ago, and I can tell a huge difference. I also watch what I say more than I used to. It is a fun way to add water to your day!



less than budgeted for the NALA convention, and our 1st VP came in about \$500 under budget for the Fall Seminar, which demonstrates great stewardship of LAW's funds!

So far, we have spent about 85% of our Regional Events budget, and about 20% of our Membership Drive budget. (Don't miss LAW's new membership incentive – the 2nd VP gives the details below!)

BUDGET PREVIEW

If we intend to continue offering CLEs by teleconference, we will need to adjust the CLE Expense line item in the new budget.

WildApricot continues to improve its services and will increase its fees again this year. This would affect LAW when the current plan renews in September 2018.

Another line item that is slightly over-budget this year is for Awards. The Board will review apparent increasing costs related to our scholarships in the coming months.

Raw Data and the Growth of Our Profession

By: Barbara Heisner

It seems that the paralegal industry is one that is growing, and the U.S. Bureau of Labor Statistics verifies it.

I went to the U.S. Bureau of Labor Statistics Occupational Handbook (personally, one of my favorite resources) to get current statistics and projections regarding paralegal and legal assistant careers.

Nationally, as of May 2016, the number of paralegal jobs is 285,600; 520 of those are in Wyoming.

The national average wage is \$49,500/year and \$23.80/hour. Wyoming stays right in line with the national data; its average paralegal wage is \$49,160/year and \$23.54/hour.

The states with the highest mean annual wage for paralegals/legal assistants as of May 2016 are:



- 1) District of Columbia (\$76,620)
- 2) Alaska (\$66,950)
- 3) Washington (\$59,590)
- 4) New York (\$59,300)
- 5) California (\$59,130)

The Occupational Handbook reports an optimistic job outlook for our profession, at 15% growth, which is “much faster than average”.

In many offices, paralegals may act in a “hybrid” role, wearing both a paralegal and legal secretary hat. The Occupation Handbook states, “As law firms try to increase the efficiency of legal services and reduce their costs, they are expected to hire more paralegals and legal assistants. In these cases, paralegals and legal assistants can take on a ‘hybrid’ role within the firm, performing not only traditional paralegal duties but also some of the tasks previously assigned to legal secretaries”

Whatever role your paralegal background puts you in, the future seems to look bright for paralegal careers.

Membership Update

By: Heather McAfee

Hello gang! I am looking forward to a fresh start of the new year, gaining new members for our great organization, and having more active members participate. This year, we are offering a new membership incentive! **When a non-member registers to become an active member, his/her name will be entered in a drawing to win a \$25 gift card of his/her choice!** We will



choose a winner towards the end of May.

Membership benefits include: receiving this newsletter, job announcements, and opportunities to earn CLE credits and attend seminars at reduced rates. Networking is a bonus, too. Active members also can be nominated/elected for board positions and can serve on our many committees.

In 2017, we added 8 new members. Let’s aim higher for 2018! Regional events and seminars are a great time to invite other paralegals / legal assistants, so they can get a feel for our organization.

Unfortunately, we did have 16 members choose not to renew their memberships in 2017. Several were due to a change in profession. I have reached out to non-renewal members in an attempt to get them back. Our goal in 2018 is 100% renewal.

Wyoming added another Certified Paralegal who passed her CLA/CP exam in September. Congrats to Tasha Cleland of Sheridan! If you know Tasha, please congratulate her on her accomplishment!

I urge you to visit our website, www.lawyo.com for further information about membership, the organization and our seminars. I hope to see you at one of our future events, and I hope that as a team, we will convince more individuals to become members of LAW this year.

New Board Members

Kapri Scoffield – Student Liaison

I was born and raised in Casper, Wyoming. I have three children who keep me on my toes; Taylen, Maci and Trevyn. I am also licensed to do hair and wax here in Wyoming.

I currently work as an Administrative Assistant and the PAI Coordinator at Legal Aid of Wyoming. I am enrolled full time in the Paralegal Program at Casper College, and I plan to sit for the Certified Paralegal Exam once I graduate. I'm earning my Bachelor's Degree in Criminal Justice. I enjoy family law and bankruptcy, but criminal defense has my heart. I am excited to be a part of this organization and meet some of the wonderful Paralegals in our state.



Susan Lewis, CP – Secretary

I became a Certified Paralegal in 1999. I am a Past-President of LAW and have served on the Board in the past as well as served on several committees. I am currently serving on NALA's Professional Development Committee. (More about that in the article on page 13.)

I currently work for Mark Bishop in Cheyenne and have primarily worked in the Family Law area for the last 10 years.

I appreciate the Board asking me to fill the Secretary position for the remainder of the year. Please let me know if you have any questions about the LAW Board meetings or any of the minutes.



REGIONAL NEWS

Region 3

Region Updates

By: Tammy Wuertley

Region 3 started off the month of December with a CLE presented by Attorney Kyle Ridgeway on December 1, entitled “Spoliation of Evidence.” It was a very interesting CLE and things such as metadata, social media, and other types of evidence were discussed as well as the steps needed to preserve this type of information. We also reviewed testimony and jury instructions related to spoliation of evidence. Another CLE to take place prior to our spring seminar is in the works.

Our Christmas party was held on Saturday, December 9, at the Paradise Valley Country Club. Although the number of attendees was lower than expected, we all donned our elf hats and elf name tags and had a lot of fun. As always, Kim Walker did a fantastic job as the DJ, and Judge Brown even joined in on the “Cupid Shuffle.”

Wallace and Wendy Trembath won the “Best Elves” costume contest and we donated a box of toys to the “Stuff the Van” toy drive sponsored by Wyoming Food for Thought. There were tons of hearty appetizers and a yummy hot

chocolate bar. We had a lot of food left over, so the Trembaths took it to the Rescue Mission on their way home from the party – in their elf costumes! Thank you to everyone who came!

Region 4

Brown Bag Luncheon

By: Dena K. Alexander

Happy New Year! Region 4 is having fun getting together each month for our Brown Bag Luncheons. We enjoy discussing the happenings of LAW and NALA, as well as what is going on locally.

In December, we had a Potluck Christmas Lunch which was held at Woodhouse Roden Nethercott, LLC. We really appreciate their generosity in offering their beautiful conference room for our luncheon. We had 13 attendees and everyone brought wonderful, tasty food to eat. No one went away hungry! Rhonda Hoadley, Beth Willbond, Susan Lewis and Connie Lackey were the winners of our glittery “Ho-Ho-Ho!” door prizes. Everyone took home a bag of candy to celebrate the holiday. We had a great time laughing, embracing friendships, and celebrating the Christmas season.

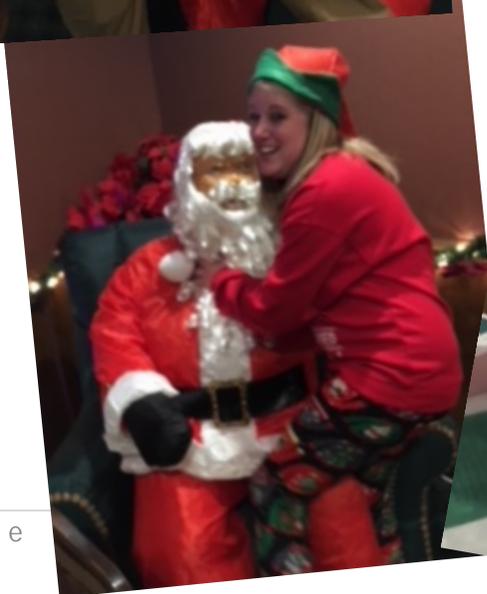
Region 4 also collected unwrapped toys for Toys for Tots. We had collection boxes at Bailey | Stock | Harmon | Cottam LLP, Olsen Legal Group, LLC, and Bishop Law Office. Toys were also collected at our Potluck Lunch. We were excited to have co-workers, attorneys, and even clients join in the collection. I was thrilled when a client brought in a huge yellow pony for the box! The Toys for Tots representative collected over three big bags of toys from Region 4, and she hopes to work with us again in the future. She informed me that they were collecting for over 900 kids in Laramie County and each child would receive 4 gifts, 4 stocking stuffers, a game, a puzzle and a stuffed animal for Christmas. I am so glad that Region 4 was able to be a part of bringing a Merry Christmas to these kids.

Our Region 4 Brown Bag Lunches are held on the second Wednesday of each month at noon in the Laramie County Courthouse Atrium. We invite any paralegal to join us and we encourage you to invite a co-worker as well.

Our next luncheon will be February 14, 2018.



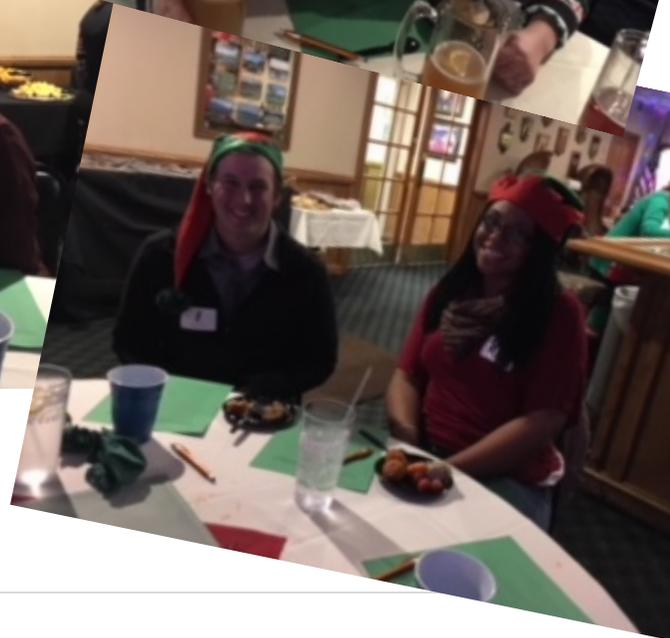
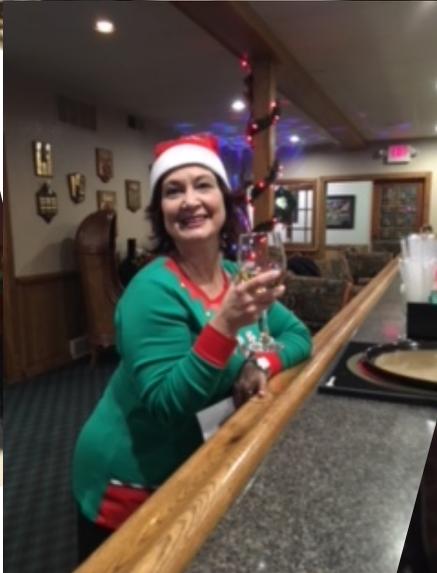
Region 3 Christmas Party Photos





Region 3 Christmas Party Photos

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Region 4 Christmas Party Photos





Region 4 Christmas Party Photos Continued...



Student Member Spotlight

Shelby McRee – Casper, Wyoming

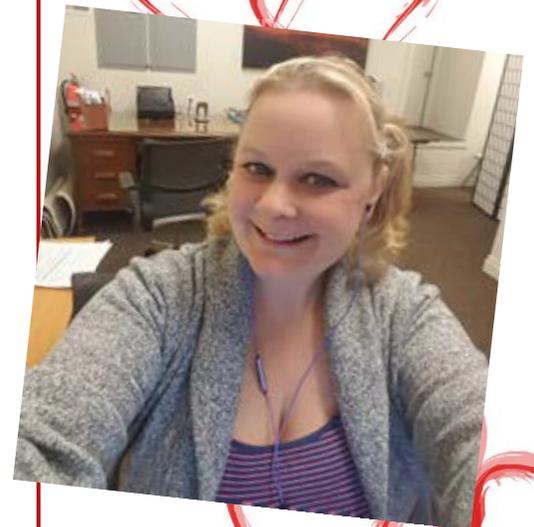
Shelby McRee is concurrently enrolled at Casper College and the University of Wyoming at Casper. She is pursuing a Bachelor of Arts degree in political science and a post-bachelor's certificate in paralegal studies. For the past three years, she has worked at the Casper College Writing Center. In 2015, she served as an intern for Senator John Barrasso. She also worked as a resident assistant for the Casper College housing department from 2016-2017. Shelby will graduate from Casper College and the University of Wyoming in the spring of 2019. After graduation, she will apply to become a volunteer for the Peace Corps, where she hopes to teach English. Once she returns from her tour with the Peace Corps, Shelby plans to work as a paralegal before attending law school at the University of Wyoming College of Law. While studying there, she hopes to work with the Human Rights Legal Services Clinic. After law school, Shelby plans on practicing human rights and civil rights law. However, if her career does not go as planned, she has decided to live in a tropical climate and write crime novels like John Grisham.



Member Spotlight

Beth Willbond – Cheyenne, Wyoming

My name is Beth Willbond. I have two awesome teenagers that keep me on my toes and pretty busy. I have been a paralegal for just over a year now. I graduated from Liberty University with a B. S. in Paralegal studies with a minor in History. I have been a LAW member since August 2017. I love this group. Everyone that I have met so far is just amazing. I love football. My favorite team is the Cleveland Browns. I'm from Cleveland so I was born a fan. I have lived in Wyoming for 4 years. My husband retired out of the Army and was hired on with Halliburton. At first it was a big shock to the system, but I think I'm starting to get used to the Wyoming weather - lol. Before becoming a paralegal, I worked at UPS for 2 and a half years.



NALA UPDATE

35 YEARS AT OUR SERVICE By Rhonda Hoadley, ACP

Congratulations to Marie Greninger for 35 years of Service to NALA! Marie is the Director of Admin. Services and Certification. If you have ever had to call NALA, chances are you have talked to Marie. A surprise celebration was held at NALA Headquarters in Tulsa, Oklahoma on December 5, 2017. Given that LAW members were not able to attend, the Board of Directors allotted up to Seventy-Five Dollars (\$75.00) of unspent funds from the NALA line item in the budget to be put towards flowers for Marie as a small token of our appreciation. Marie emailed the following when I updated NALA as to the change in our Secretary position.

"Also, Rhonda, THANK YOU to the Legal Assistants of Wyoming for the beautiful flower arrangement sent for my 35th anniversary celebration. I do so appreciate the thoughts and wishes and have enjoyed working with you and with many other LAW members all these years! The thoughts are greatly appreciated!"

LAW continues to wish Marie all the best at NALA!

Upcoming Deadlines

LAW February 15, 2018 - 2018-2019 Board of Directors Call for Candidates. Forms have been distributed by January 15, 2018.

LAW March 1, 2018 - Outstanding Student Award, Future CLA/CP Attainment Award. See the LAW Website for more information.

NALA May 1, 2018 - NALA Making a Difference Award, NALA Presidents Award, and NALA Founders Award. See the NALA Website for more details.

Nominations and Elections for 2018-2019 LAW Board

By now, you should have received an email asking you to nominate candidates for the 2018-2019 LAW Board. Your nominations are very important! Please nominate a candidate or candidates and return the nomination forms to me before February 15, 2018. You can email your nominations to twuertley@wpsdn.net. If you are an active member and did not receive a nomination form, please let me know and I will get one to you right away!

This year we will be nominating candidates for the positions of President-Elect, First Vice-President, Second Vice President, Secretary, and NALA Liaison, as well as our Regional Directors. If you have ever thought about serving on the Board, or if you have before and want to jump back in, feel free to nominate yourself! If you are in a particular Region and would like to serve as Regional Director, please nominate yourself! We always are short of Regional Directors, especially in Regions 1, 2, and 5.

Region 1: Teton, Park, Big Horn, Hot Springs, and Washakie Counties

Region 2: Sheridan, Johnson, Campbell Crook and Weston Counties

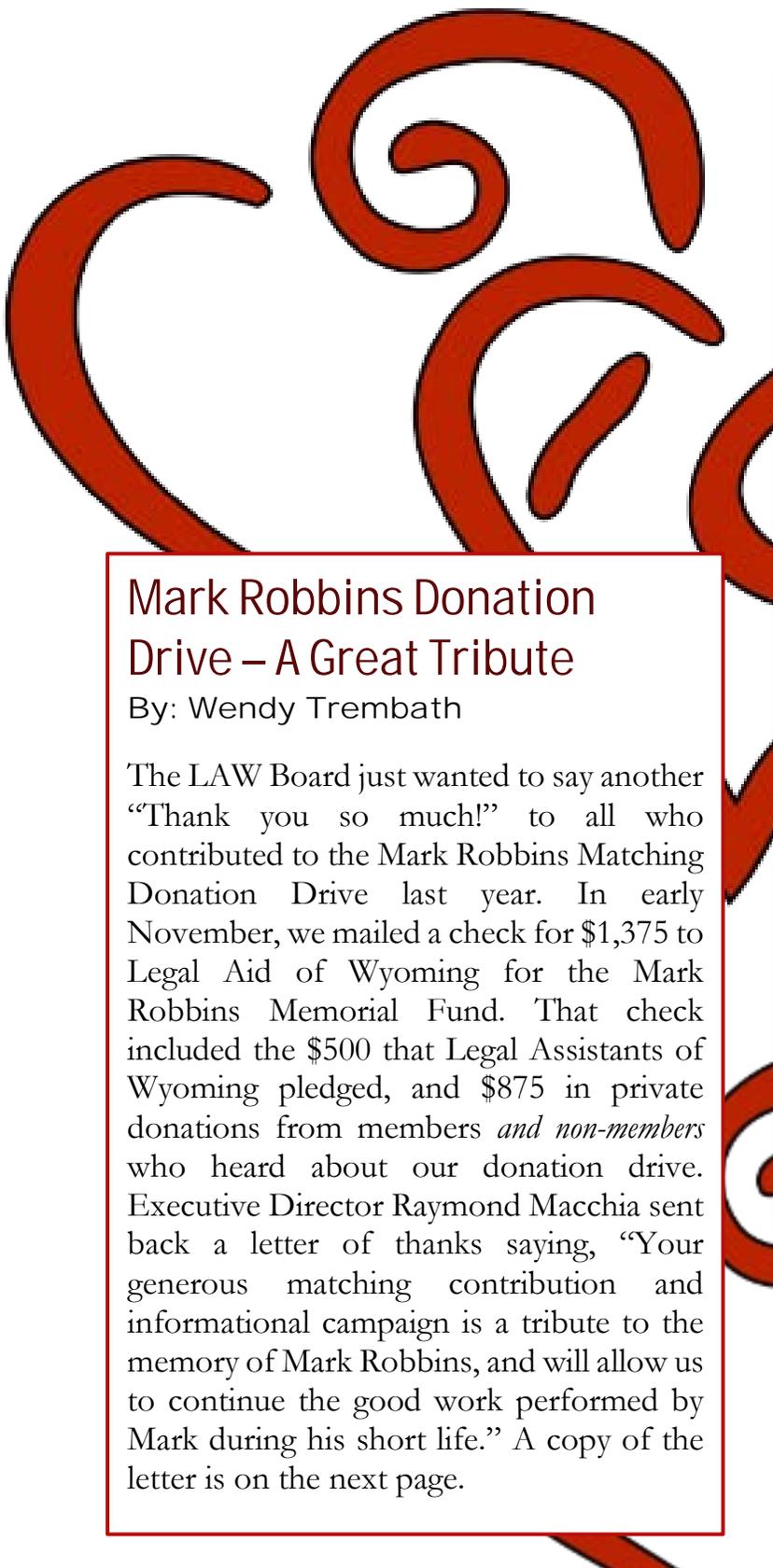
Region 3: Fremont, Natrona, Converse and Niobrara Counties

Region 4: Goshen, Platte, Laramie, Albany and Carbon Counties

Region 5: Sweetwater, Sublette, Lincoln and Uinta Counties

The Board needs experienced members as well as fresh faces. For a full description of each position, visit our website, www.lawyo.com, click on "Resources" and that will take you to the Bylaws. On pages 13-15 are descriptions of each position and the duties required of that position.

All candidates who accept their nominations will be announced on March 15, and then voting will take place at our Annual Meeting to be held in April. Additional nominations can be taken from the floor at the Annual Meeting with the exception of Regional Directors. Please be on the lookout for future emails regarding candidates for both the LAW Board and Regional Directors.



Serving on NALA's Professional Development Committee

By: Susan Lewis, CP

In July 2017, I was appointed to serve on NALA's Professional Development Committee. In November, I attended my first NALA Professional Development Committee meeting in Tulsa, Oklahoma. I am lucky to be working with President Cassandra Oliver and an awesome group of Paralegals on the Leadership curriculum which will soon be available to all NALA members and to the paralegal community.

In addition to getting great information on becoming a better leader and a better paralegal, you get CLE credits. The curriculum is taking the place of the LEAP program in which Shannon Rezanina and I participated in the past.

Our next meeting will be sometime in March in Tulsa. We work hard, but NALA treats us well with dinner and of course SNACKS!

Mark Robbins Donation Drive – A Great Tribute

By: Wendy Trembath

The LAW Board just wanted to say another “Thank you so much!” to all who contributed to the Mark Robbins Matching Donation Drive last year. In early November, we mailed a check for \$1,375 to Legal Aid of Wyoming for the Mark Robbins Memorial Fund. That check included the \$500 that Legal Assistants of Wyoming pledged, and \$875 in private donations from members *and non-members* who heard about our donation drive. Executive Director Raymond Macchia sent back a letter of thanks saying, “Your generous matching contribution and informational campaign is a tribute to the memory of Mark Robbins, and will allow us to continue the good work performed by Mark during his short life.” A copy of the letter is on the next page.

SAVE THE DATE

The spring seminar will be held in Casper on April 27-28, 2018. More information and the official event details will be available soon.



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www.lawyoming.org

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1-877-432-9955 TOLL FREE

Legal Assistants of Wyoming Inc.
P.O. Box 155
Casper, WY 82602

Dear Legal Assistants of Wyoming:

Thank you for all you have done to support the Mark Robbins Memorial Fund. Your generous matching contribution and informational campaign is a tribute the memory of Mark Robbins and will allow us to continue the good work performed by Mark during his short life.

Mark served on Legal Aid's Board of Directors and was our Vice Chair. He traveled to several conferences around the country while on the Board and assisted Legal Aid in setting priorities, policies, finding grants and most importantly, helping people.

One of Mark's priorities while on the Board was assisting victims and children of domestic violence. Your generous donation will be used to further help victims to escape their abusers by filing protection orders, divorces, custody orders and then enforcing those orders in court. As always, **Legal Aid services are free to those who qualify.**

Below is a Receipt from Legal Aid of Wyoming Inc. and included in this letter is a copy of our 501(c)(3) letter indicating our non-profit status. Legal Aid of Wyoming is obligated to report that you received no substantial goods or services in return for your donation so that your entire gift is tax deductible. Further you should be aware that our activities are regulated under Federal Law by the Legal Services Corporation guaranteeing that your contribution may not be expended for any purpose prohibited by the Legal Service Act or Regulations.

Again, thank you for all that Legal Assistants of Wyoming has done for the people of Wyoming and to our clients. You have truly helped those with no where else to turn.

Raymond D. Macchia
Executive Director

| Legal Aid of Wyoming, Inc., Charitable Donation Receipt | | | |
|---|---------|---|--|
| Date: November 27, 2017 | | Received From: Wendy Trembath, Treasurer Legal Assistants of Wyoming | |
| Payment Method: Check | | Received By: <i>Connie Lackey</i> | |
| Amount | \$1,375 | Check No. 1075 | |



Charter Member Spotlight

In 2002 I was certified through NALA as a Certified Paralegal; shortly thereafter earned an Advanced Certification in Civil Litigation. I've been with the respected law firm of Williams, Porter, Day & Neville for 25 years. It's an honor and frankly, tremendously hard work though fulfilling and meaningful. I most love and appreciate being part of the process that supports our judicial system and American democracy. I can't remember when LAW began – but I was there! The effort, energy and industry that so many of you have given and continue to give to LAW is beyond words. I am indebted and admire the strength of its membership. I believe LAW has faithfully served Wyoming paralegals and others, with commitment, education, and professional standards.

I urge us to throw “twitter-tweet-chat” out the window and focus on our continued learning, including the US Constitution, the American system of governing and American Democracy. Go ahead - tape a copy of the US Constitution on the living room wall and encourage all to read and comprehend! It is a foundation on which we've made our careers.

I flourished in a childhood home and culture that taught, inspired and honored the American way of governing gifted to us by our Founding Fathers.

My family traveled the eastern seaboard from the Cape to Key West and spent much time in Philadelphia and Washington DC. I was very much shaped by these childhood experiences.

After graduating from a business school in New Orleans, I worked at a well-established New Orleans law firm as a legal secretary and there began my career in one of the life lines of American government. I completed intense, substantively orientated, Legal Secretary Studies at Tulane University that offered a nationwide program that was adjusted for Louisiana to include the study of Napoleonic Code. This inducted me into membership with the energized group of voracious non-lawyer support staff from which today's para-professional paralegals sprung! We knew **what** we were doing and we did it well – the advent of Para-legalism taught us **why** we were doing it!

Later, I moved to Honduras and taught English in a Catholic girl's school.



Upon moving to Wyoming, I stumbled into Mary Kubichek's Casper College Paralegal Program – one of the most profound experiences of my life. Mary's program was new. Over the phone she said, “Come on up, we're just starting a new semester.” I said, “What's the class?” She replied, “Don't worry – you know what you are doing!” My first class was LEGAL RESEARCH II. But for backbone – that class would have killed me! Utterly unbelievable how Mary waved that magic wand filling us with knowledge, skills, *common sense*, and the desire “to become.” Back then, none of her students had any back seat car space – filled with papers, books, and notebooks and upfront, right next to us were hundreds of vocabulary index cards – we studied while waiting at stop lights too! Some of us still haul our “Linus” boxes from one job to the next.

Here's a quote from George Washington (I'm reading *A Farewell to Washington*):
Character is the architect of achievement.

Lovingly,

Margot Elizabeth
Glendenning, ACP

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