

Legal Assistants of
WYOMING
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NEWSLETTER

HOLIDAY
2021

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Season's
Greetings

A Message from Our President

Hello everyone! I hope you are all staying healthy and are enjoying our last month of 2021! LAW had a great year this year. Our seminars were successful with in-person as well as virtual attendees. The board is looking into a camera we can use at the seminars to make virtual attendance even better! We hope to have one for our next seminar in Cody.

Thank you to those who filled out our survey; it gave the board some great ideas on what we can change or do better! Please give me a call at any time with any additional comments or ideas you may have!

I hope everyone has a very Merry Christmas and Happy New Year! I look forward to seeing everyone at the seminar in Cody!



Shannon Rezanina, ACP

President - Legal Assistants of Wyoming

FALL SEMINAR RECAP

LAW's 2021 Fall Seminar was held in Cheyenne, Wyoming on September 23rd and 24th. We had amazing speakers and an amazing turn-out. The Seminar started off with a presentation from Patrick Brady on how to conduct out of state discovery. Patrick will also be releasing an article on this topic soon, so keep your eyes out for a great resource! Patrick was followed by one of LAW's rock star members and past presidents, Rhonda Hoadley. Rhonda currently works for the Wyoming Highway Patrol and gave a presentation on evidence collection in the Wyoming Highway Patrol. At the end of her presentation, she had the WHP K9 unit do a demonstration. The K9 was im-paw-ssibly impressive and was able to locate all of the marks her handler hid around our hotel. Rhonda also organized a private tour of the Capitol for LAW's members on the morning of September 23 and was able to show us rooms and details that no one else gets to see. As a special treat, the attendees were able to go into the dome of the Capitol to sign our names. It was an incredible experience, one that I'm happy Rhonda capitol-ized on! We finished off our Friday speakers with an extremely informative presentation from Jane France on liens and garnishments. Please contact me if you would like a copy of her presentation, it is filled with wonderful resources and guides for paralegals to "lien" on.

Friday night's social hour was not for the "paint" of heart. We had an amazing paint party at the Flydragon Art Studio where we painted a picture (or tried to) of some Wyoming Indian paintbrush flowers in a vase. Who knew LAW had so many artists!?

Brooke Brown, CP

1st Vice President

Our Favorite Cookie Recipes

3

NOELLE'S GINGERBREAD COOKIES

Gingerbread cookies are a family go-to. FOR ME, they can be daunting to make!

This recipe has always been helpful for me.

DON'T FORGET...

Softened butter > melted butter.

Melted butter will lead to denser cookies. We like our gingerbread people soft and almost a little fluffy. For this texture, you need to cream the butter and sugar until it's light and fluffy. And for this, the butter needs to be nice and soft.

The type of molasses you use can make a BIG difference.

Don't skip the chill time!

Even if the dough seems rollable after mixing, DO NOT skip refrigerating it. If you roll the dough out before it's really firm, the gingerbread people won't keep their shape in the oven. Be patient and wait at least 3 hours.

Cookies will stay good for up to one week.

Noelle Paden, CP - Secretary



- 10 Tablespoons (2/3 cup; 145g) **unsalted butter**, softened to room temperature
- 3/4 cup (150g) packed light or dark **brown sugar**
- 2/3 cup (160ml) unsulphured **molasses**
- 1 large **egg**, at room temperature
- 1 teaspoon **pure vanilla extract**
- 3 and 1/2 cups (438g) **all-purpose flour** (spoon & leveled)
- 1 teaspoon **baking soda**
- 1/2 teaspoon **salt**
- 1 Tablespoon **ground ginger** (yes, 1 full Tablespoon!)
- 1 Tablespoon **ground cinnamon**
- 1/2 teaspoon **ground allspice**
- 1/2 teaspoon **ground cloves**
- **optional:** easy cookie icing or royal icing

1. In a large bowl using a hand-held mixer or stand mixer fitted with a paddle attachment, beat the butter for 1 minute on medium speed until completely smooth and creamy. Add the brown sugar and molasses and beat on medium high speed until combined and creamy-looking. Scrape down the sides and bottom of the bowl as needed. Next, beat in egg and vanilla on high speed for 2 full minutes. Scrape down the sides and bottom of the bowl as needed. The butter may separate; that's ok.
2. In a separate bowl, whisk the flour, baking soda, salt, ginger, cinnamon, allspice, and cloves together until combined. On low speed, slowly mix into the wet ingredients until combined. The cookie dough will be quite thick and slightly sticky. Divide dough in half and place each onto a large piece of plastic wrap. Wrap each up tightly and pat down to create a disc shape. Please see photo and description above in my post. Chill discs for at least 3 hours and up to 3 days. Chilling is mandatory for this cookie dough. I always chill mine overnight.
3. Preheat oven to 350°F (177°C). Line 2-3 large baking sheets with parchment paper or silicone baking mats. Set aside.
4. Remove 1 disc of chilled cookie dough from the refrigerator. Generously flour a work surface, as well as your hands and the rolling pin. Roll out disc until 1/4-inch thick. Tips for rolling– the dough may crack and be crumbly as you roll. What's helpful is picking it up and rotating it as you go. Additionally, you can use your fingers to help meld the cracking edges back together. The first few rolls are always the hardest since the dough is so stiff, but re-rolling the scraps is much easier. Cut into shapes. Place shapes 1 inch apart on prepared baking sheets. Re-roll dough scraps until all the dough is shaped. Repeat with remaining disc of dough.
5. Bake cookies for about 9-10 minutes. If your cookie cutters are smaller than 4 inches, bake for about 8 minutes. If your cookie cutters are larger than 4 inches, bake for about 11 minutes. My oven has hot spots and yours may too- so be sure to rotate the pan once during bake time. Keep in mind that the longer the cookies bake, the harder and crunchier they'll be. For soft gingerbread cookies, follow my suggested bake times.
6. Allow cookies to cool for 5 minutes on the cookie sheet. Transfer to cooling rack to cool completely. Once completely cool, decorate as desired.

Recipe courtesy
<https://sallysbakingaddiction.com/best-gingerbread-cookies/>

AMANDA'S PEANUT BLOSSOMS

Amanda Flanagan,
President-Elect



Ingredients

- 1 cup shortening
- 1 cup peanut butter
- 1 cup packed brown sugar
- 1 cup white sugar
- 2 eggs
- ¼ cup milk
- 2 teaspoons vanilla extract
- 3 ½ cups all-purpose flour
- 2 teaspoons baking soda
- 1 teaspoon salt
- ½ cup white sugar for decoration
- 2 (9 ounce) bags milk chocolate candy kisses, unwrapped

1. Preheat oven to 375 degrees F (190 degrees C). Grease cookie sheets.

2. In a large bowl, cream together the shortening, peanut butter, brown sugar, and 1 cup white sugar until smooth. Beat in the eggs one at a time, and stir in the milk and vanilla. Combine the flour, baking soda, and salt; stir into the peanut butter mixture until well blended. Shape tablespoonfuls of dough into balls, and roll in remaining white sugar. Place cookies 2 inches apart on the prepared cookie sheets.

3. Bake for 10 to 12 minutes in the preheated oven. Remove from oven, and immediately press a chocolate kiss into each cookie. Allow to cool completely; the kiss will harden as it cools.

ANNETTE'S EASY SPRITZ COOKIES

Annette Fredrickson,
NALA Liaison



Ingredients

- 1 bag Sugar Cookie Mix (17.5 oz.)
- 2 Tablespoons flour
- 1/2 cup melted butter
- 1 egg
- 1 teaspoon almond extract
- 1 teaspoon vanilla extract
- other flavoring extracts, if desired
- gel food coloring, if desired
- nonpareils, colored sugar, and/or chocolate for decorating/dipping

1. Preheat oven to 375 degrees.

2. Mix the sugar cookie mix, flour, butter, egg, almond extract, and vanilla extract in a large bowl until dough is formed. Add gel food coloring if desired.

3. Load the dough into your cookie press. Press your cookies out onto ungreased and parchment paper lined cookie sheets. They won't spread very much, so feel free to put them a little closer together than you would normal cookies. Decorate with sprinkles, if desired.

4. Bake for 6-7 minutes, or until just set - not browned!

My favorite thing to do with these is to dip them halfway into melted chocolate after they cool. Be creative with your choices! The best combinations (IMO) are:

- Green coloring, mint extract, dark chocolate.
- Orange coloring, orange extract, milk chocolate.
- Red (pink) coloring, cherry & almond extracts, white chocolate.



WHY YOU SHOULD JOIN THE LEGAL ASSISTANTS OF WYOMING

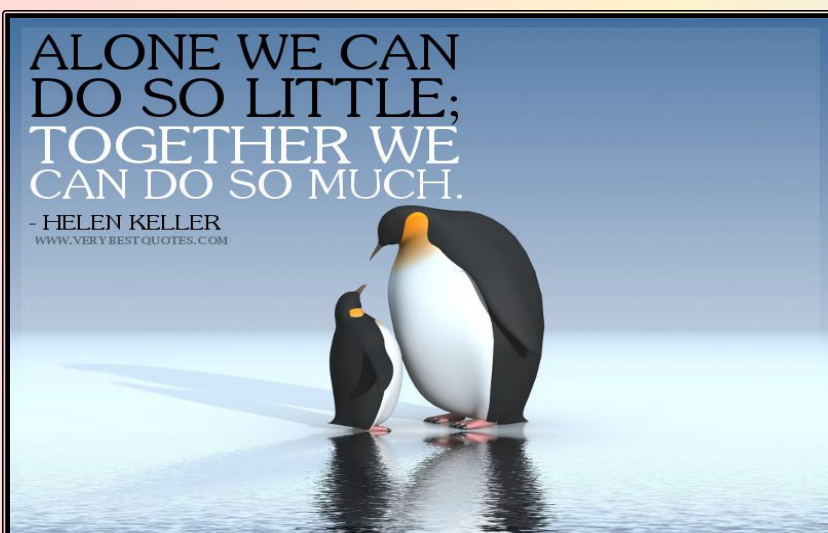
By Tammy Wuertley, ACP – 2nd Vice President

Are you a member of the Legal Assistants of Wyoming (“LAW”)? Did you know that having a membership in a paralegal organization is one of the best things you can do for your career as a legal assistant/paralegal? The Legal Assistants of Wyoming is affiliated with the National Association of Legal Assistants (NALA). We are looking to increase LAW’s membership and are requesting your help! Do you have a friend or a co-worker in the legal field that is not a member of LAW?

A membership in a well-known national paralegal association is great, but joining a smaller, state-based organized such as LAW, has its own rewards. Networking with other paralegals in Wyoming provides endless opportunities for professional and personal growth – it keeps you updated and informed as to changes in the law and legal industry, and offers a variety of educational opportunities to keep or earn your certification at much lower costs than the national associations. LAW membership gives you a network of colleagues, gaining access to potential mentors, receiving discounts on our seminars and other special events, access to employment opportunities, and educational opportunities. Many of Wyoming attorneys seek members from LAW when wanting to employ a legal assistant or paralegal.

Our yearly membership fee for an active membership is \$65 and only \$25 for students -- which is less expensive than the national organization memberships. Most employers will pay for the cost of the membership for their legal assistants to join LAW, and if not, you can probably write this cost off on your tax return as a professional expense.

For legal assistants or college graduates who are going through the process of certification, a benefit of joining LAW is the chance to enroll in a review course that will help you pass the NALA certification exam. Our Board Member and Casper College Paralegal Program Director, Amanda Nelson, is hosting a certification exam review course at Casper College and all members of LAW will receive a discount if they wish to attend. A good thing to know is while it is possible to do some paralegal work without a certification, the likelihood of being hired by a firm to a salaried position is lower than if you are certified. Getting certification is key to be hired full-time as a paralegal!



Our seminar this spring will be held in Cody, and we are in the process of planning more social events and activities for our members. LAW will be hosting a fun event this spring to promote and increase our membership. Bring a non-member with you to our event, and if that non-member joins, you will be entered into a drawing for an awesome prize. LAW appreciates and is grateful for your membership. Help us spread the news about our great organization!



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