



# reporter

NOVEMBER | DECEMBER 2023

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## LAPA OCTOBER CONFERENCE OVERVIEW



## LAPA's 47th Annual October Conference Was a Big Success

by Jeffrey Stewart – LAPA Director

On October 14, 2023, 226 attendees gathered at the Hilton Los Angeles North in Glendale for the 47th Annual LAPA October Conference. The theme for this year's conference was "Reach For the Stars."

The October Conference is LAPA's biggest event of the year, and the perfect opportunity for LAPA members, students, attorneys, and other legal professionals to interact and network with fellow attendees, speakers, and exhibitors, attend presentations about different areas of law, and earn CLE credits.

The day began with an Ethics CLE on "Protecting Client Confidentiality," presented by Bianca Falcon, Esq. of Haight Brown & Bonesteel, LLP. The attendees were then able to choose from three different CLE sessions on specialized areas of law: Employment Law, presented by Olga Pena, Esq.

*continued on page 3*

## PRESIDENT'S MESSAGE



## Season's Greetings

by Francisco D. Gutierrez – LAPA President

Season's greetings to all LAPA members, partners, and legal communities! We hope you enjoyed your thanksgiving holiday with family and loved ones. As the month quickly passes through, I wish you and yours happiness, love, and peace during these holidays and new year to come.

Back in October, LAPA hosted a successful October Conference at the lovely Hilton Hotel in Glendale. We had over 220 attendees and 30 vendors! Thank you to everyone who attended and made this an unforgettable conference. I also want to thank the members of the October Conference Committee for their countless hours of work on making this conference another success! Special thank you to Terry Wright and Jeffery Stewart! We are looking forward to seeing you all again at our 2024 October Conference. More details will come soon.

*continued on page 2*

In November, LAPA hosted its annual Pro Bono Fair virtually. This event is hosted by the association to provide a venue for our Pro Bono Partners to engage with our legal communities about their services and potential opportunities they have for assistance. This year we had over 75 attendees registered and five Pro Bono Partners. A big thank you to our Partners: Public Counsel, Inner City Law Center, Veterans Legal Institute, CASA, and Bet Tzedek. We hope to see you all again at next year's Pro Bono Fair in October.

LAPA's Board of Directors will have their annual Board Retreat in January 2024 to outline the association's goals, events, and business development. During this month, we welcome LAPA members to provide us with feedback or ideas that you have to make 2024 a successful year for LAPA. This is your association and your voice matters. Please send feedback to [gutierrez@lapa.org](mailto:gutierrez@lapa.org).

As 2023 comes to an end and many reflect on the year and plan for the next, I hope all your goals and accomplishments you wished to achieve this year were met. As I reflect on my year, I think

*continued on page 3*

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## LAPA REPORTER

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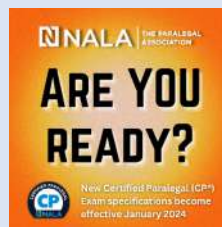
Articles and news items should be directed to LAPA at [editor@lapa.org](mailto:editor@lapa.org). Inquiries about making a submission should be directed to LAPA at [info@lapa.org](mailto:info@lapa.org).

Inquiries about advertising placement, applications, membership materials and address changes should be directed to LAPA at [admin@lapa.org](mailto:admin@lapa.org).

Articles will be published as space permits. The Newsletter Committee reserves approval and edit rights on any article submitted.

The Los Angeles Paralegal Association is a non-profit, mutual benefit corporation and is tax exempt within the meaning of section 501(c)(6) of the Internal Revenue Code. Membership dues and donations to LAPA are not tax deductible as charitable gifts, but may be deductible as related business expenses. LAPA suggests that you consult your tax advisor in this regard.

## NALA THE PARALEGAL ASSOCIATION CERTIFICATION CORNER



For a year now, we have been highlighting the upcoming changes to the 2024 CP® Exam specifications. The essential question remains: Are you ready? In January, new specifications will be in place. If you do not take the test in 2023, you can be among the first to take the updated CP® Knowledge Exam. For the January 2024 testing window only, you do not have to pay a testing center fee. If you have already paid it, we will refund it once we receive your testing data. Scores will not be available until March 2024 to allow for data analysis, scoring, and standard setting. The Knowledge Exam should reopen on April 1, 2024. To decide the best time for you to take the exam, check out the 2024 CP® Exam specifications [here](#).

### YOUR FUTURE AS A CERTIFIED PARALEGAL (CP®) AWAITS!

Join us on a transformative journey toward becoming a NALA Certified Paralegal. With expert guidance from Leanne the Lawyer and the right tools at your disposal, your path to success is clear. [Register](#) for the CP® Skills Exam Prep course today, and step confidently into your legal future!

**DISCLAIMER:** The NALA CP® Exam creators do not develop or deliver any CP® Exam study materials. Producers of study materials do not have access to actual CP® Exam content. Use of any suggested study materials does not guarantee success on the CP® Exam.



### CPS, YOUR ATTENTION PLEASE!

We have important information for you on the cost of recertification. Starting on January 1, 2024, your recertification fee will vary, depending on whether you are a NALA member. For more information, [click here](#).

**CONGRATULATIONS NEW CPS!  
ELEVATE YOUR PARALEGAL CAREER  
WITH NALA! Celebrating Success:  
Cheers to Our 62 New Certified  
Paralegals (CPs)**



A thunderous applause to the outstanding 62 individuals who have triumphed in earning their Certified Paralegal (CP®) status from NALA in July 2023! Your unwavering dedication and months of hard work have paid off, propelling you into an esteemed group of professionals within the paralegal community.

By achieving this prestigious certification, you have displayed your commitment to upholding the highest standards of professional excellence and ethical conduct. As a CP®, you now possess a wealth of knowledge and experience that can fuel positive change in the legal ecosystem, propelling you to new heights in your career.

This is your moment to shine and lead in the paralegal profession, setting the stage for others to follow. We are bursting with pride for your achievements and eagerly anticipate the incredible impact you will make in your paralegal career. Here is to your success and the remarkable journey that lies ahead!

[www.nala.org](http://www.nala.org)

For more information contact:

Michelle Tabb, ACP,

Terry Wright, ACP, LAPA Board Director

Doug Kuhn, CP

LAPA Paralegal Certification Committee Members

## CALENDAR OF EVENTS

### NOVEMBER

- 1- **LAPA Executive Board Meeting** – Conf. Call; Contact Francisco Gutierrez at [president@lapa.org](mailto:president@lapa.org).
- 8 - **LAPA Board Meeting** – Contact Francisco Gutierrez at [president@lapa.org](mailto:president@lapa.org)
- 9- **LAPA Pro Bono Fair** – Online (Zoom); 6 - 8 PM; Go to <https://www.lapa.org/event-5459149> for more information & to register.

### DECEMBER

- 6- **LAPA Executive Board Meeting** – Conf. Call; Contact Francisco Gutierrez at [president@lapa.org](mailto:president@lapa.org).
- 13 - **LAPA Board Meeting** – Contact Francisco Gutierrez at [president@lapa.org](mailto:president@lapa.org)

## LAPA OCTOBER CONFERENCE OVERVIEW - *cont. from page 1*

of Ballard Rosenberg Golper & Savitt; Intellectual Property/Trademark/Copyright Law, presented by Tal Ginblat, Esq. of Lewitt, Hackman, Shapiro, Marshall and Harlan; and Legal Writing, presented by Tish Pickett, Esq. of Polsinelli.

The keynote speaker this year was Dr. Thomas D. Allison, Esq., Professor, Attorney, and Judge Pro Tem who spoke on “Leadership in Law: Enhancing Legal Operations Through Personality Profiles, Leadership Styles, and a Culture of Authenticity.”

The afternoon CLE breakout sessions were concentrated on Litigation, with presentations on Legal Investigations by Kelly Cory of Keystone Investigative Services; Trial Preparation by Adesh Singh, Esq. of Goldberg Segalla; and Judgment Enforcement by Melody Anderson, Esq. and Racel Barlongo, Paralegal, of the Law Offices of Kenneth J. Freed. There was also a presentation on Landlord/Tenant Law by Arthur Wood, Esq., Kathy Ussery, Paralegal, and Travis Chow, Paralegal.

In addition, Doug Kuhn, CP and Terry Wright, ACP gave a presentation to attendees who are preparing to the sit for the National Association of Legal Assistants (NALA) Certified Paralegal (CP) exam.

The day ended with an Ethics CLE presented by Robert L. Kehr, Esq. and Rachelle Cohen, Esq. of Valensi Rose, PLC on “Legal Ethics: Must-know Principles to Succeed as a Legal Professional.” This session was especially interesting because Mr. Kehr was a member of the Committee for the Revision of the Rules of Professional Conduct that drafted California’s current Rules of Professional Conduct.

In between the MCLE sessions, attendees were able to interact with an array of exhibitors, including representatives from trial services organizations, eDiscovery, investigative services, and Paralegal Studies programs from UCLA Extension, National University, and College of the Canyons.

LAPA was excited to present awards to three deserving recipients. The LAPA Lifetime Achievement Award was given to Don Swanson, the Maria Teresa-Bravo Award for volunteerism was presented to Jeffrey M. Stewart, and the Scholarship Award was given to Angelina Shiraishi, a student of the UCLA Extension Paralegal Studies Program. LAPA was also proud to be able to contribute to the People’s Fund of Maui, which is providing direct financial assistance to Maui community members following the devastating fires in Lahaina and Kula.


*continued on page 4*

## PRESIDENT’S MESSAGE - *cont. from page 2*

LAPA did the best it could despite the obstacles we faced this year. Looking now, LAPA actually came out stronger. We are ending the year with over 600 active members and a large reserve to keep LAPA fiscally responsible for years to come. I want to thank the board for working together as one, to achieve these results for our members.

Looking forward to 2024 and beyond, I wish LAPA and the board much success. It has been an honor to serve you for the past 3 years as your Director, Vice President, and President. During my time, I

have gained invaluable experience which I will take and use for years to come. Thank you for entrusting me to serve you, I will always be grateful. Wishing you all happy holidays and happy new year!

*Francisco D. Gutierrez works as a Probate Paralegal for RMO LLP. He is the Founder & CEO of FDG Mobile Notary & Translation Services. He serves as President for the Los Angeles Paralegal Association (LAPA), a member of the National Association of Legal Assistants (NALA) and member of the National Notary Association (NNA). He also serves as an Advisory Member of Fullerton College Paralegal Program Advisory Committee. Francisco is certified from the National Society of Legal Technology (NSLT), certified in Domestic Violence Awareness and Support, and a commissioned California Notary Public. He strives on continuing his education in sociology and law. *



## Congratulations Don Swanson!

During the annual October Conference LAPA honored Mr. Don Swanson, CEO of Five Star Legal and Compliance Systems with the prestigious Lifetime

Achievement Award! Mr. Swanson has been a longtime member of LAPA and has lived a career of service to developing and strengthening the paralegal profession.

Mr. Swanson and his company have contributed extensively to LAPA's success, growth, and development over the last 20 years. He provided countless hours of volunteer service to the association by giving his expertise, technical computer skills, and paralegal knowledge. He has

been a guest speaker on e-discovery and legal compliance panels for numerous LAPA October Conferences. One of Mr. Swanson's greatest contributions to the paralegal profession was the Five Star Paralegal of Year Award he and his company created and sponsored for over a decade. This award was given to a California Paralegal who met rigorous and extensive requirements. Many LAPA members during the years were nominated and won this prestigious award.

Today, Mr. Swanson continues to provide resources, services, and support to paralegals, lawyers, and the legal profession with computer workshops, seminars and other continuing education events. He continues to provide CLE presentations on e-discovery, paralegal utilization, and current legal trends. Thank you Mr. Swanson for all you have done and continue to do for paralegals across Los Angeles and the State of California. Congratulations! 🏢

### LAPA OCTOBER CONFERENCE OVERVIEW - cont. from page 3

We would like to once again thank all attendees, speakers, sponsors, exhibitors, volunteers, and everyone else who made the 2023 October Conference such a huge success.

LAPA continues to strive to fulfill its mission of developing, strengthening, and advancing the paralegal profession. We are honored by the continued support of LAPA members and the many professionals and sponsors that volunteer and

support the association. As we prepare for 2024, our goal is to provide more opportunities, tools, and additional resources useful to advancing your professional career. We look forward to seeing everyone at the 48th annual October Conference in 2024!

*Jeffrey Stewart is a LAPA Board Director, and a Paralegal at Tittmann Weix LLP.* 🏢





# October Conference Committee Thanks

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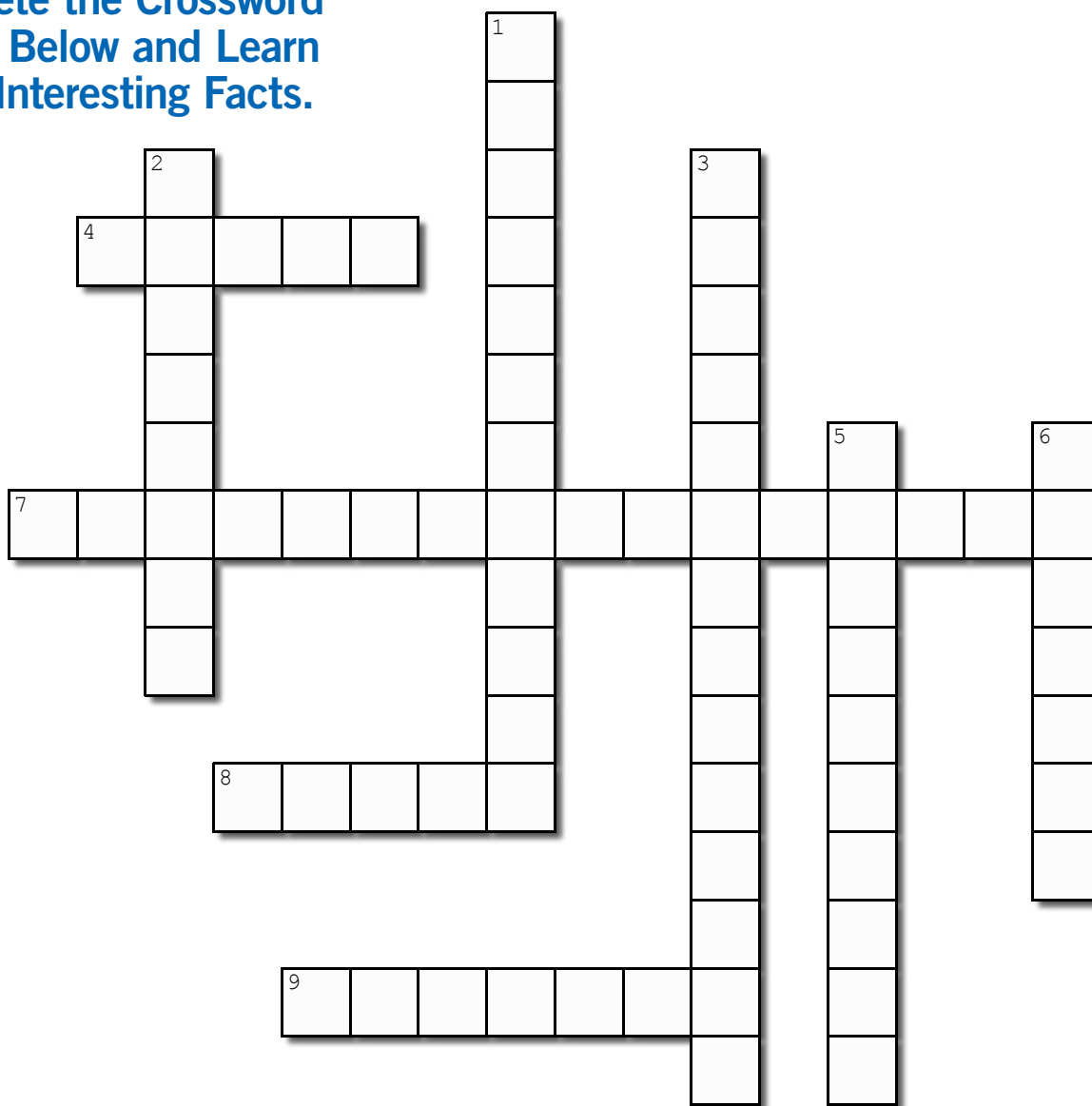
**4 CORNERS**  
Deposition Summaries

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eDiscovery

**BOND SERVICES**  
INSURANCE AGENCY AND BROKERAGE

# November | December Crossword Puzzle

Complete the Crossword Puzzle Below and Learn Some Interesting Facts.



## ACROSS:

4. Kwanzaa celebratory symbols include a mat, candle holder, seven candles, crops, ear of corn, unity cup, and \_\_\_\_.
7. This plaza in New York reportedly has the largest Menorah in the world.
8. The commemoration of Kwanzaa revolves around honoring the \_\_\_\_ principles of African heritage.
9. Indigenous People's Day, a National Holiday, is now held each year in \_\_\_\_.

## DOWN:

1. The first president to celebrate Hanukkah at the White House.
2. This island nation in the Central Pacific is the first location to ring in the New Year each year.
3. Part of a series of forced displacements of approximately 60,000 Native Americans between 1830 and 1850.
5. 'Chipmunk,' 'pecan,' 'skunk,' and other common words come from an \_\_\_\_ language.
6. The earliest recorded festivities in honor of a new year's arrival date back some 4,000 years to ancient \_\_\_\_.

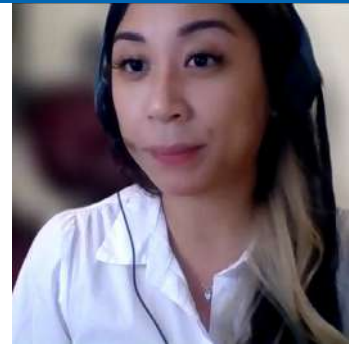
ANSWER KEY FOUND ON PAGE 13



## Providing Pro Bono Legal Services

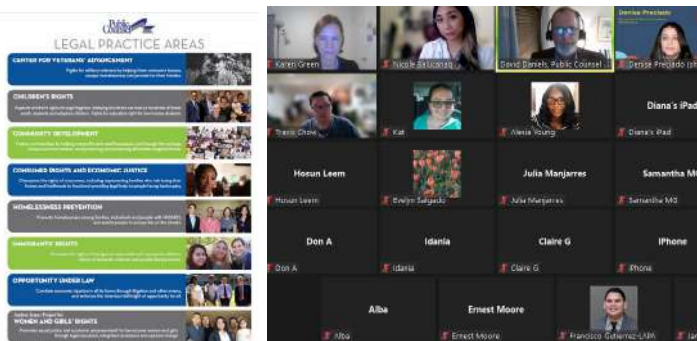
by Travis Chow – LAPA Executive Vice President

On November 9, 2023, LAPA members united with community leaders representing multiple nonprofit organizations dedicated to offering pro bono services across diverse Los Angeles neighborhoods during the evening.



### VETERANS LEGAL INSTITUTE (VLI)

Nicole Balucanag, Legal Assistant for Veterans Legal Institute, worked at an occupational health company for six years specializing in the American with Disabilities Act (ADA). Veterans Legal Institute® provides pro bono legal assistance to homeless, at risk, disabled and low income current and former service members to eradicate barriers to housing, healthcare, education, and employment and foster self-sufficiency. Ms. Balucanag spoke about the legal services they offer such as Veterans Benefits Claims, Discharge Upgrades, Family Law, Landlord/Tenant, Estate Planning and more. You can contact Ms. Balucanag for volunteer opportunities at [nbalucanag@vetslegal.com](mailto:nbalucanag@vetslegal.com).



### PUBLIC COUNSEL

David R. Daniels, Pro Bono Director and Human Resources Counsel for Public Counsel, has more than 20 years of experience as a practicing attorney to connect private law firms and practitioners to Public Counsel's mission of providing pro bono legal representation to the most vulnerable members of our community. Public Counsel is a nonprofit public interest law firm dedicated to advancing civil rights and racial and economic justice, as well as to amplifying the power of our clients through comprehensive legal advocacy. Founded on and strengthened by a pro bono legal service model, our staff and volunteers seek justice through direct legal services, promote healthy and resilient communities through education and outreach, and support community-led efforts to transform unjust systems through litigation and policy advocacy in and beyond Los Angeles. Mr. Daniels spoke about different services that Public Counsel offers such as access to justice, children, youth and families, inclusive community development, economic justice, housing justice, immigrants' rights, and Veterans' rights. You can contact Mr. Daniels for volunteer opportunities at [ddaniels@publiccounsel.org](mailto:ddaniels@publiccounsel.org).



### COURT APPOINTED SPECIAL ADVOCATES (CASA)

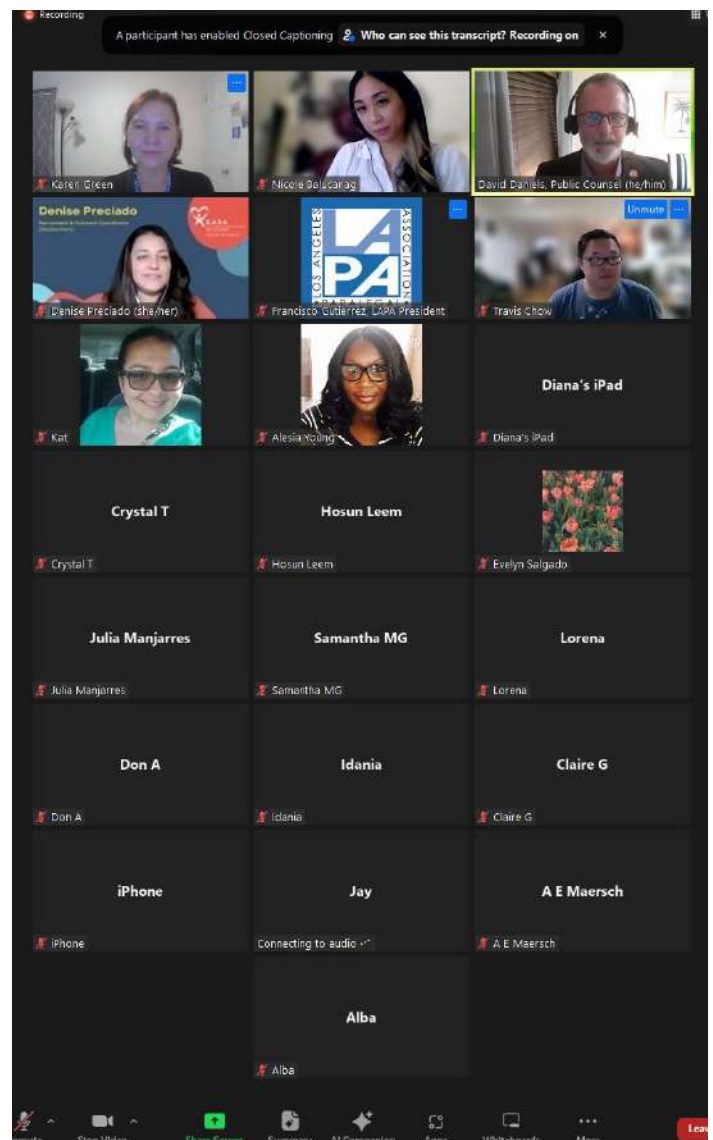
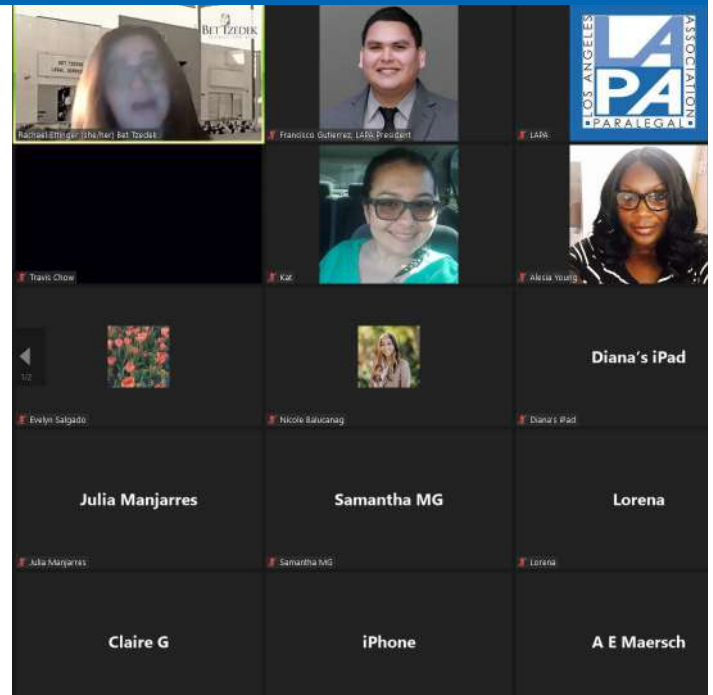
Denise Preciado is the Manager of Volunteer Recruitment and Outreach for Court Appointed Special Advocates (CASA). CASA of Los Angeles (CASA/LA) organizes the community to take action and advocate for children and families in LA County's overburdened child welfare and juvenile justice systems. Through an intentional, restorative and culturally relevant lens, we train committed, consistent and caring adults who provide equitable access to resources and life-affirming connections. Ms. Preciado spoke about different volunteer roles available, she can be contacted at [dpreciado@casala.org](mailto:dpreciado@casala.org). *continued on page 9*

## BET TZEDEK

Rachael Ettinger is the Clinics and Outreach Coordinator of Bet Tzedek. They provide person centered legal services that integrate with social support services, educate community members with the powerful knowledge of their legal rights, and uses our collective voice to reform systems. They offer justice for seniors, dependent adults, small business owners, tenants, homeowners, unhoused individuals, children and families. You can contact Ms. Ettinger for volunteer opportunities at [rettinger@bettzedek.org](mailto:rettinger@bettzedek.org).

No matter your area of expertise, there's a place for you to make a difference in the community. Our speakers' impassioned insights into various needs aim to ignite inspiration in everyone, encouraging them to venture into the community and generously volunteer their time and expertise to support those in need.

*Travis Chow is currently the Paralegal Coordinator at Collins + Collins LLP. Before that, he freelanced at several private practice firms in Southern California. He has been a Paralegal for over fourteen years. He is a Certified Social Media Intelligence Expert and Certified Cyber Intelligence Professional. He is also a California Licensed Realtor and Notary Public. With the help of Walter T. Shatford and San Gabriel Valley Bar Association Legal Scholarship, he earned his Paralegal Certificate from Pasadena City College along with an associate degree in Social Behavioral Science, Humanities and Paralegal Studies. He then earned his Paralegal Certificate and bachelor's degree from the University of La Verne in Legal Studies.*





# Fullerton College

## CAREER EDUCATION



# PARALEGAL

Fullerton College's ABA-approved Paralegal Studies Program provides the education and skills necessary for graduates to work under the supervision of an attorney as a critical member of the legal support team in all areas of law. Our program aids students in finding employment in this ever-growing, fast-paced, and challenging field.

**PLEASE NOTE:**

The Fullerton College ABA-approved Paralegal Studies Program does not prepare students for law school or the practice of law. Under California's Business and Professions Code, Section 6450 (et seq.), a paralegal may not market his or her services to the public, but must work under the direct supervision of an attorney licensed to practice law.



### DEGREE/CERTIFICATE OFFERED

We offer both an Associate Science degree and Certificate in Paralegal Studies. Visit our website to view the degree and certificate requirements.



### ENROLL ONLINE AT:

<https://admissions.fullcoll.edu/>



### VISIT OUR WEBSITE FOR ADDITIONAL INFORMATION

### START HERE:

PLEG 101 F -

Introduction to Paralegal Studies



### QUESTIONS? CONTACT:



**(714) 992-7032**



[buscis@fullcoll.edu](mailto:buscis@fullcoll.edu)



<https://buscis.fullcoll.edu/>



## Looking Forward Despite COVID-19

by Deena Bowman

Living with the COVID-19 virus has changed our means of enjoying recreational and cultural pursuits.

However, good times can still be experienced –albeit in different ways. Winter is here, and so are the coming holiday celebrations.



### GLIDE ON ICE AT PERSHING SQUARE

Downtown Los Angeles temporarily becomes a winter wonderland at Pershing Square. The Holiday Ice Rink is back for outdoor skating through January 7, 2024. General admission is \$20 and includes skate rental. Locker rentals, socks, and gloves are an additional \$5.00 for each. For more information and ticket sales, go to <https://holidayicerinkdowntownla.com>.




### MAKE HOLIDAY MEMORIES AT A NOISE WITHIN THEATRE

Charles Dickens' classic with a twist, A Christmas Carol, returns to A Noise Within theatre in Pasadena. Create holiday memories with the whole family with special snacks, preshow crafts, and photo ops before the show in the theatre's decorated lobby. For more information and to purchase tickets, see <https://www.anoisewithin.org/play/a-christmas-carol>.



### ENJOY A WILDER HOLIDAY TRADITION

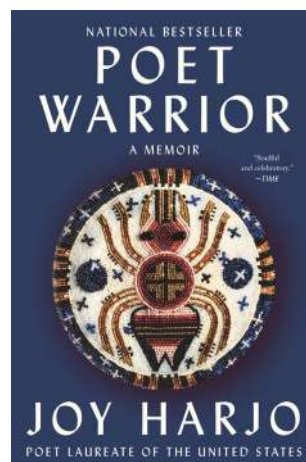
Take a stroll under the stars and go through wildlife inspired lantern displays, interactive experiences, photo ops, and live entertainment at the L.A. Zoo Lights Experience. Suitable for all ages, see animals all aglow through January 7. Parking is free for any night. For ticket sales and more information, go to <https://lazoo.org/plan-your-visit/special-experiences/zoolights/#about>

Deena Bowman is a Senior Legal Analyst at the State Compensation Insurance Fund in Glendale, California. Deena earned her paralegal certificate from the University of West Los Angeles, and she was a former Director at Large with LAPA. 

### LAPA READING CORNER

A recurring column that reviews books focusing on voices and subjects that reflect the diversity of the human experience

by Deena Bowman



## Poet Warrior: A Memoir

by Joy Harjo

Indigenous Poet Laureate Joy Harjo recounts in her second memoir the foundations of how she came to write poetry that spoke of her Muscogee (Creek) Nation traditions and her fierce defense of social justice. Harjo notes the public schools she attended: "We were not taught how this poetry could bring rain, turn the heart of a lover, speak truth to a dying country, undo the rein of a dictator. Or what in the poem gave it that kind

*continued on page 12*

of power. We did not know how poetry lived in our tribal communities, often sung or in the language of speeches and speaking, doing the hard work of ritual." Poet Warrior invites the reader on a personal and, at times, communal journey with Harjo on the importance and role of poetry, music, and ritual in her development as an artist. 🏛️

2021, 226 Pages, New York, NY: W.W. Norton & Company, \$19.99 hardcover. Also available for checkout from the Los Angeles Public Library in book, and ebook form.



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Please visit [www.lapa.org](http://www.lapa.org) for detailed information about LAPA membership benefits.

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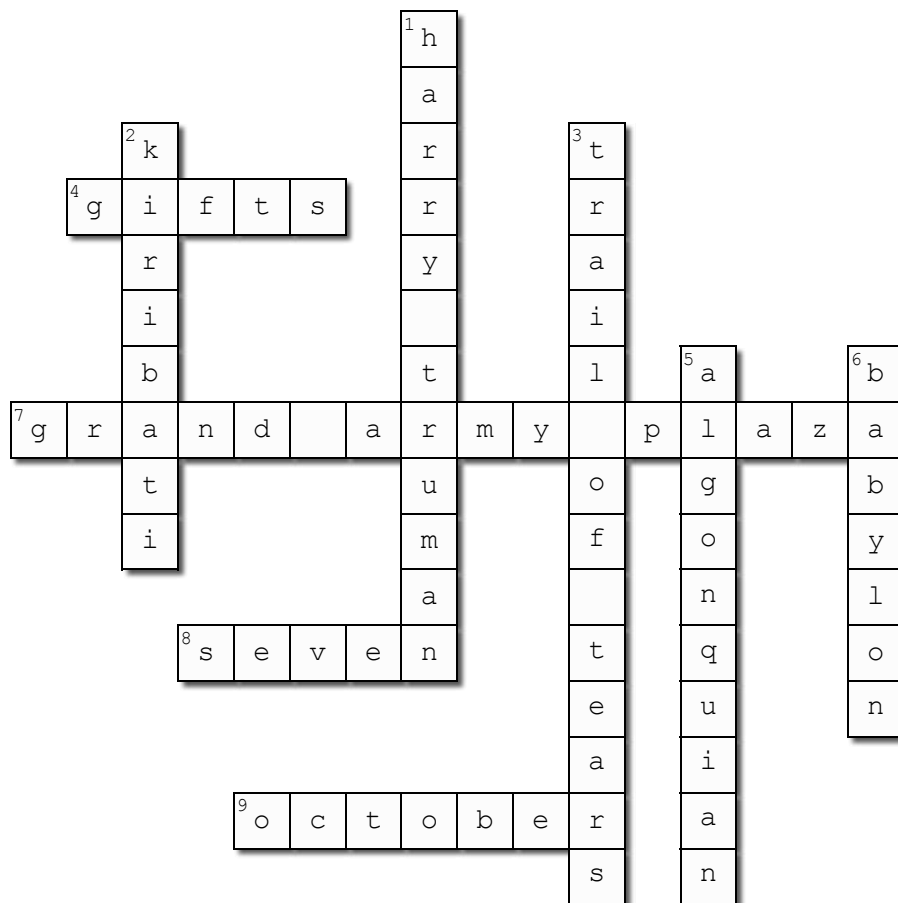


<http://lapa.healthinsurance.com/hi/>  
or call Armando at (800) 707-2360

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Insurance products are available to qualified LAPA members through United Agencies and its affiliates including UIP Insurance Services.  
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**LAPA'S CROSSWORD PUZZLE** - cont. from page 7



## ANSWER KEY

### ACROSS

4. Gifts
7. Grand Army Plaza
8. Seven
9. October

### DOWN

1. Harry Truman
2. Kiribati
3. Trail of Tears
5. Algonquian
6. Babylon

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A woman with long brown hair, wearing a red blazer, is smiling and holding a stack of four boxes and two shopping bags. The boxes are stacked vertically: a pink box at the top, a dark grey box, a light grey box, and a wooden box at the bottom. The shopping bags are white and have text on them. The background is a solid teal color.

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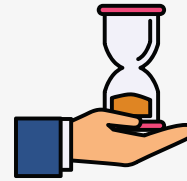
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## Child Welfare in Los Angeles County



As of January 2021, there are 38,243 children/youth in the Los Angeles Child Welfare System.



Most children are in the child welfare system for about 2+ years.

**Black & Hispanic children encompass**

 **81.5%**

**of children/youth in care.**

High turnover rates in child welfare professions create gaps in knowledge and care, and limit youths' access to consistent and appropriate supports.



In an overwhelmed system, L.A. County professionals face the daunting task of making complex, life-changing decisions about a child/youth's overall well-being.

## The Solution? The Essential History Program!

The Essential History Program aims to help social workers, attorneys and judges make trauma-informed decisions about the young people they serve. Through this program, a CASA volunteer reviews the entirety of a child/youth's case file and produces an objective and comprehensive report that highlights key historical events for the young person while in the system.



### Program Goals

- Reduce time youth is in the child welfare system
- Improve outcomes for youth in the areas such as: permanency, mental health, education and social supports
- Ease changes/transitions for service providers
- Reduce burnout and compassion fatigue for child welfare professionals
- Consolidate information to observe data trends in the child welfare system
- Create systematic change towards healthier and equitable systems

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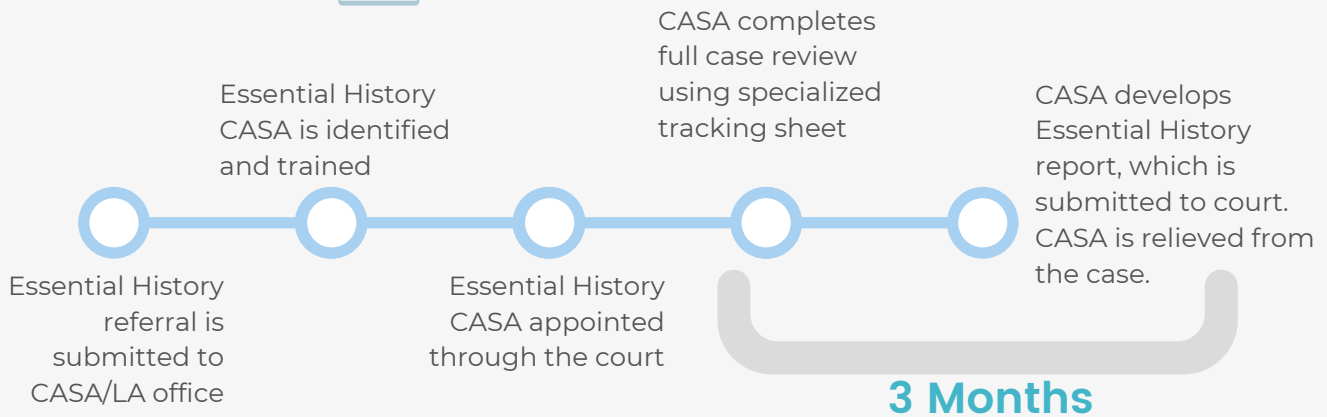
# Essential History Program



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## Process & Timeline



## The Report

### Objective & Neutral Language

Information is retrieved from case documents with no additional bias/interpretation.

### Strengths-Based

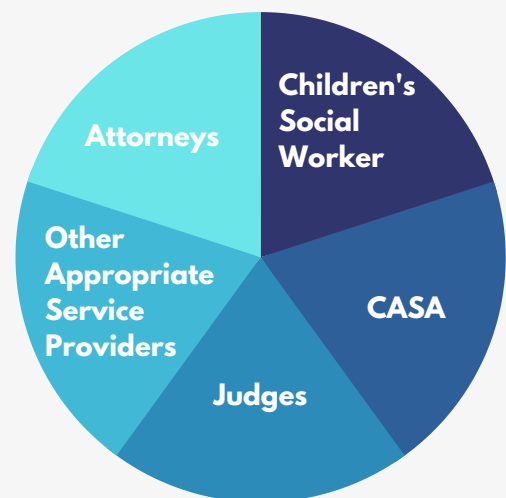
Focus is kept on not creating a negative perception of the youth

### Report Content

Report Covers Risk & Protective Factors in the areas of:

- Permanency
- Physical Health
- Mental Health
- Education
- Family & Social Supports

### Who Can Access the Report?



### Questions?

[essentialhistory@casala.org](mailto:essentialhistory@casala.org)  
Visit Us! [www.casala.org](http://www.casala.org)



The Los Angeles Paralegal Association (LAPA) reflects the diverse nature of Southern California, and we strive to be as inclusive as possible. As an organization of legal professionals, we hold the ideals of equality and justice in the highest regard. The injustices experienced by the communities of Black, Indigenous, and People of Color are a stark reminder that equality and justice are ideas that have yet to reach fruition in this country. We, as a nation, must do better. LAPA stands in solidarity with the families and friends of George Floyd, Breonna Taylor, and Ahmaud Arbery. It is our sincerest desire to see justice is done as the law requires for their tragic deaths.

Diversity and inclusion are LAPA's initiative for 2022. We hold firm in striving to be more inclusive and diverse to reflect the community that we serve and represent. Moreover, LAPA will continue to steadfastly advocate and create initiatives to prepare and support our paralegals.



Housing + Community Investment Department

## Attention: City of L.A. Tenants & Landlords

**Coronavirus: What You Need to Know  
about L.A.'s *Eviction Protections***  
**visit: [hcidla.lacity.org](https://hcidla.lacity.org)**



## **FREE COVID-19 TESTING**

Now available to all Los Angeles residents.  
Get more information and sign up:  
**[Coronavirus.LACity.org/Testing](https://Coronavirus.LACity.org/Testing)**

## **L.A. CARES Corps**

Connecting L.A. Businesses to Federal SBA Loans during COVID-19

Attention  
LAPA Voting Members

## **FREELANCE PARALEGAL LISTING**

Available Online Now  
for Voting Members Only  
\$60.00 for Six Months



## Unlock Your Potential: Become a Certified Paralegal

College of the Canyons is offering study courses for the NALA CP Exam.

The courses are noncredit and **FREE** to California residents.

Course: Paralegal Test Prep: **Knowledge**, NC.PLGL-001

Dates: September 11 – November 13, 2023, Mondays, 6 – 8 pm (Pacific Time), 10 weeks (noncredit)

Course: Paralegal Test Prep: **Knowledge**, NC.PLGL-001

Dates: September 13 – November 15, 2023, Wednesdays, 6 – 8 pm (Pacific Time), 10 weeks (noncredit)

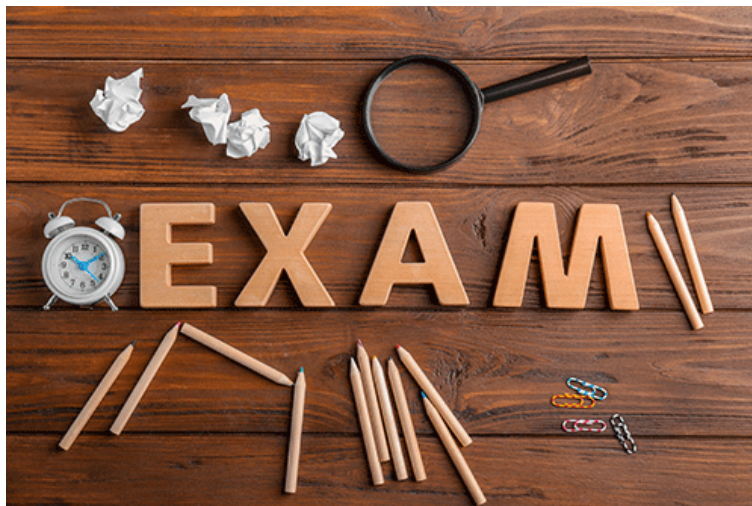
Location: Virtual via Zoom

Registration: Free to California residents

To Register: [www.canyons.edu/freeclasses](http://www.canyons.edu/freeclasses)

Assistance with registration:

Call (661) 362-3304 or email [freeclasses@canyons.edu](mailto:freeclasses@canyons.edu)



This study course is noncredit, and it is not affiliated with the ABA-approved Paralegal Studies program. The ABA stresses that paralegals may not provide legal services directly to the public except as permitted by law.!

# Members Only Benefits

## Regional and Networking Sections

LAPA has many opportunities for meeting and connecting with your paralegal colleagues and other legal industry professionals. Such opportunities include seminar and networking events based on geographical locations such as Downtown (Los Angeles), South Bay, West L.A., the San Fernando Valley, Santa Clarita, and more. LAPA also provides educational seminars in various legal specialties, including, but not limited to, Litigation, Probate Law, Intellectual Property Law, Corporate Law, Immigration Law, and Ethics. Additionally, with the support of our legal industry partners, LAPA also hosts other networking and charitable events and mixers. Your participation in LAPA is encouraged, so be sure to reach out to a LAPA Section or Committee Chair, develop your leadership and networking skills, and make LAPA an even better association.

## Vital Savings

This benefit provides LAPA members a discount program for dental and vision services, long term care, as well as many pharmaceuticals. LAPA has been able to obtain special pricing of Vital Savings discount cards through Aetna. By using the discount cards and Aetna approved providers, LAPA members can save dramatically on the services provided by these professionals. For more information, please visit LAPA's website, [www.lapa.org](http://www.lapa.org).

## Working Advantage

LAPA members may join a program that offers discounts up to 60% on tickets, travel, shopping, and more. LAPA helps you save money on items from clothing to theater tickets to flowers. This benefit is available by logging onto the LAPA website "Members Only" section.

## United Insurance Partners

LAPA has teamed with UIP - United Insurance Partners - to bring LAPA members the opportunity to purchase health, dental, and/or vision insurance. When you access UIP through the link provided on the Benefits webpage, you will find an array of insurance products available for you to purchase with companies such as Blue Cross, Aetna, and many other top insurance companies. Please visit LAPA's website, [www.lapa.org](http://www.lapa.org), for more information.

## NALA Affiliation

LAPA is an affiliated member of the National Association of Legal Assistants. NALA is the nation's leading professional association for paralegals. As a member of an affiliated association, the initiation fee for individual membership in NALA is waived for LAPA members. NALA boasts some of its own benefits. Access its NALA Campus Live for online continuing legal education, self-study courses, and preparation for the CLA/CP Exam. Its annual educational convention in July allows you to expand your network beyond your state's borders as you network with other paralegals from around the country, attend educational institutes and member related activities.

## Freelance/Contract Paralegal Listing

LAPA provides a "Freelance Paralegals" section on its website to assist LAPA members who are freelance, contract, or independent paralegals, as defined by California Business and Professions Code Section 6450. For a nominal fee of \$60, you can post your contact information on LAPA's website for six months. You can sign up online through the Members Only section of the website.

## Membership Database

Available only to LAPA members, the Membership Database is a valuable tool in locating other paralegals or legal professionals with whom you have worked or networked. The Membership Database also provides up-to-date contact information as well as members' legal specialties and geographical areas.

## Credit Union

LAPA members are eligible to join Southland Credit Union. Southland Credit Union, with over \$435 million in assets, offers an online presence, a new full-service branch in downtown Los Angeles, an upgraded ATM network and five new proprietary ATMs. Southland Credit Union has expanded its product line by introducing a new high-yielding certificate of deposit, a Rewards Plus program and a market-leading high interest yielding checking account. Southland Credit Union prides itself on outstanding service to its members and has recently earned a 95 percent Member Service satisfaction rating.

## Lorman Education

LAPA is dedicated to providing efficient and readily-available continuing education opportunities that meet the needs of our members and enhance their skills, knowledge, and competencies. LAPA has partnered with Lorman Education to provide continuing education in a variety of topic areas. LAPA members receive a 20% discount on all orders.





# Bet Tzedek Needs YOUR Help!

## *Intake Services Volunteers Sought*

Bet Tzedek's Intake Services volunteers conduct pre-screening assessments in order to determine the appropriate course of action for individuals who call seeking legal assistance. Our volunteers are often the first contact our community has with our organization, and we rely on our volunteers to handle a high volume of calls from a diverse population of individuals with a broad range of needs.

### **Gain Issue Spotting and Client Interview Experience**

Under attorney supervision, volunteers develop foundational legal skills, including learning to spot legal issues; to conduct telephone interviews with potential clients dealing with challenging, stressful situations; determining what information provided by the caller is relevant; and to begin to develop judgment of potential cases in a wide array of legal areas. Volunteering with Intake Services also provides first-hand knowledge of the landscape of legal services available in Los Angeles County and exposure to and understanding of the issues faced by the communities we serve.

**Commitment:** 40+ hours. During the school year, we ask that volunteers commit to working in the Intake Center for 8-10 hours/week for 8-10 weeks. During certain periods, such as winter break, we may be able to accommodate schedules that include a higher number of hours per week for fewer weeks. Work must be completed during normal business hours (M-F, 9am-5pm).

**To Apply:** Email [volunteer@bettzedek.org](mailto:volunteer@bettzedek.org) or call (323) 549-5839 with any questions. Spanish language skills are highly preferred, but not required.

## WELCOME NEW & RENEWING LAPA MEMBERS

The following is a listing of legal professionals and paralegal students who joined or renewed their membership in Los Angeles Paralegal Association within the last 30 days. The employer and work telephone number also are included when available. If any information is incorrect, please fax corrections to 866-460-0506, call LAPA at 866-626-LAPA or e-mail updates to [info@lapa.org](mailto:info@lapa.org).

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