

**OFFICIAL BI-MONTHLY NEWSLETTER OF THE  
WEST TEXAS PARALEGAL  
ASSOCIATION**

**2012-2013 – Issue 7  
January 1, 2013**

**MEMBERSHIP MEETING**

Wednesday, January 9, 2013 at 6:00 p.m.

Schlotzsky's – 3715 – 19<sup>th</sup> Street

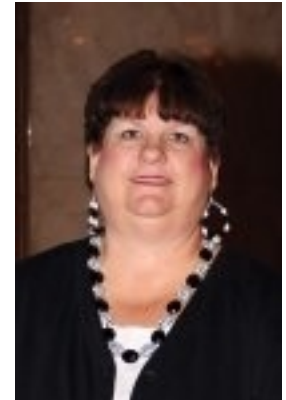
Nina Martin with the Domestic Relations Office at the DRC. Her topic will be "Supervised Visitation" There will be 1 hour of free CLE available.,

**EXECUTIVE MEETING**

Wednesday, February 6, 2012, Noon

**Lexicon**

**P**resident's Message  
Deirdre Trotter, ACP



*“Happy New Year!”*

**IN THIS ISSUE**

**SORRY FOLKS BUT THE FISCAL CLIFF HAS ME WORKING ALL WEEKEND. THEREFORE, SHORT AND SWEET AND NO TIME TO DO THE INDEX. Lola**

## **P**resident Elect's Message

**Lola Smith-Gentry, ACP**



I attended the South Plains Advisory Committee Meeting for Paralegal Studies on November 19, 2012. The committee is composed of Joe Kline, South Plains personnel, local attorneys, and local legal assistants. A summary of the curriculum and performance was provided. The program continues to meet national criteria. Two students were present that were very complimentary to Joe Kline who is the main instructor. The Paralegal Studies wish list includes new computers and other technology. Of course, the legal assistants present interjected part of working in a law office is not having the latest technology. My input was that the students should join and become active in WTPA and LLPA for the networking as legal jobs are not advertised. The students also have a Facebook page that is open to anyone in the legal community.

## **F**irst Vice-President's Report

**Cynthia Martinez, PP, PLS**



Please come and join us for our first *West Texas Paralegal Association's Membership Meeting* of the new year - 2013! The meeting will be on January 9, 2013 at 6:00 p.m. at Schlotzsky's Deli 3715 – 19<sup>th</sup> Street, Lubbock, Texas.

Our speaker will be Nina Martin with the Domestic Relations Office at the DRC. Her topic will be "Supervised Visitation" There will be 1 hour of free CLE available. Please make plans to join us at the upcoming WTPA Membership Meeting.

If you would if you would like to eat dinner, please come at 5:30 and you will be able to order and enjoy your dinner with us while our speaker is doing her presentation.

If there are any questions or you need any information, please contact Cindy Martinez at 806-928-0526 or 806-776-0609

# **S**econd Vice-President's Report

**Mary Helen Valdez**

(Membership Chairman)

A committee was set up at the last membership meeting to start plans for a membership drive in either February or March of 2013. At this time we are looking at a meet and greet type of activity. If you have any ideas, please let Cindy Martinez, Jan Bufkin, Elma Moreno or Mary Helen Valdez know. We plan to meet after the first of the year and all suggestions are welcomed.

Please join us for the West Texas Paralegal Association's Membership Meeting that will be held on Wednesday, January 9, 2013. Please check the Lexicon for the location.

On behalf of myself and my family, we wish all of you a very Merry Christmas and Prosperous New Year.

To: DeeDee Trotter  
WTPA, President  
From: Mary Helen Valdez  
WTPA, Second Vice President

December 5, 2012

Sent emails to the three members that were approved at the November 7, 2012, membership meeting welcoming them to WTPA and provided them with a copy of the Bylaws and Standing Rules. Those new members are Victoria Lemond (Associate); Yolanda Rodriguez (Associate) and Emily Walterscheid (Active).

Also sent emails and letters to lifetime members requesting that they complete a renewal application. I let them know that if they wished to continue to be voting members they would need to submit a renewal application.

Received renewal application from Georgia Seeley and will add her information to the roster.

The committee we set up to work on a meet and greet membership drive has been talking about scheduling a meeting to get the ball rolling; however, because of the Holidays, we may schedule the drive in March instead of February to allow us ample time to get everything together. Cindy Martinez has agreed to be part of the committee.

I need to add and delete a couple of names to the roster so that it will be current again. Hopefully, I'll get that done in the next day or two and email everyone an updated copy.

**T**reasurer's Report

Elma Moreno

**WEST TEXAS PARALEGAL ASSOCIATION****TREASURER'S REPORT**

December 5, 2012

<b>Balance on October 31, 2012</b>			<b>\$ <u>2,854.93</u></b>
<b>Deposits:</b>			
11/02/2012	Membership Fees (P.Wanjura)	\$ 20.00	
11/09/2012	Membership Fees (Y.Rodriguez and E. Walterscheid)	\$ 40.00	
11/29/2012	Membership fees (B.Sucsy and G. Seeley-Hayle)	\$ 40.00	
<b>Total Deposits</b>			<b>\$ 100.00</b>
<b>Disbursements:</b>	<b>None.</b>		
<b>Total Disbursements:</b>			<b>\$ -0-</b>
<b>Balance on November 30, 2012</b>			<b>\$ <u>2,954.93</u></b>

**S**ecretary's Report  
Debbie Aguirre

**SEE ATTACHED**

**DON'T FORGET  
WEST TEXAS PARALEGAL  
ASSOCIATION  
IS ON FACEBOOK**

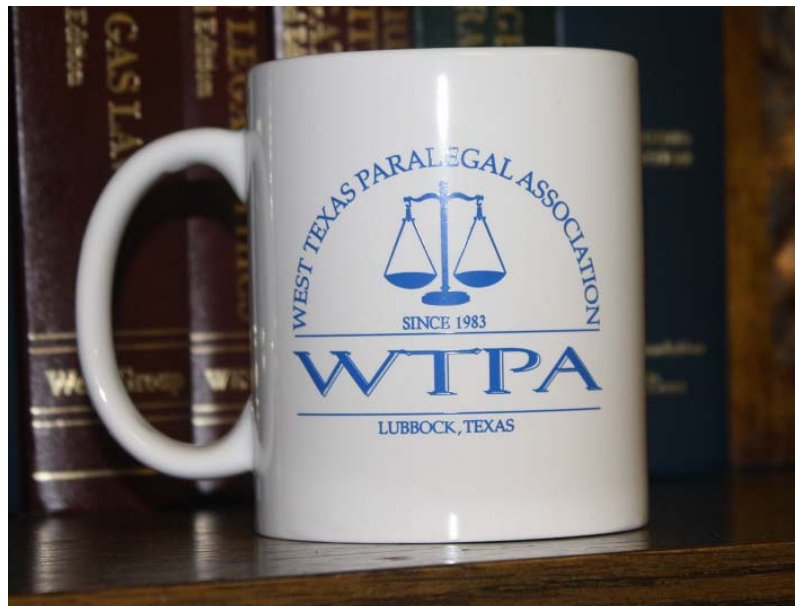


**NEW WEBSITE**

**<http://westtexasparalegalassociation.org>**

**MUGS  
FOR SALE!**

**AVAILABLE AT  
NEXT  
MEMBERSHIP  
MEETING**



If you have not already done so, please remember to renew your membership. A Renewal Form is attached.

You can mail the form and the renewal fee to WTPA, P.O. Box 93103, Lubbock, TX 79493.

## REQUEST FOR SPEAKERS

**From:** Yolanda Rodriguez [<mailto:yolirgz@yahoo.com>]

**Sent:** Tuesday, December 18, 2012 8:18 PM

**To:** 'Deirdre Trotter'; Andrea Darland; Daniele Mitchell; 'Lola Gentry'; Mary Valdez

**Subject:** YOUR HELP IS NEEDED!!!

As the secretary/treasurer of the South Plains College Paralegal Students Association (SPCPSA), I have the duty of getting guest speakers for our weekly lunch meetings. All our guest speakers can pick a legal topic to talk to student members. It is the associations goal to encourage networking and keep the student members informed of legal topics. If you are interested in participating please let me know, so that I may schedule you in. We will be having our meetings on Wednesdays at noon time. If you are not able to help, perhaps you know of someone else that would like to donate their time for the future paralegal coming out of the South Plains College Paralegal Program.

YOLANDA RODRIGUEZ  
SPCPSA SECRETARY/TREASURER  
806 685-3334  
[yolirgz@yahoo.com](mailto:yolirgz@yahoo.com)

## SAVE THE DATE

The North Texas Paralegal Association is very excited about the 2013 TAPA event. We do have some details to share with you at this time.

Date: April 5-6, 2013

Location: DoubleTree by Hilton Dallas – Dallas Market Center  
(very close to Dallas Love Field / Southwest Airlines)

Cyndie Bunker, CP

NTPA President 2012-2013

## Upcoming event dates:

January 9, 2013	Membership Meeting
February 2013	Texas Forum XVIV, Dallas, Texas
March 20, 2013	Deadline to file application with TBLS for October 2013 exam
April 2013	TAPA Meeting – Dallas, TX – NTPA Hosting
June 20-21, 2013	Annual Meeting, State Bar of Texas – Dallas, Texas
July 10-12, 2013	NALA Convention – Portland, Oregon
October 2-4, 2013	TAPS – San Antonio, Texas – Omni San Antonio Hotel at the Colonnade

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## Free Webinar - Transition from School to Work Place Sign up at [NALA.org](http://NALA.org)

### The Professional Identity Project

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**For Students, Recent Graduates,  
and those beginning a paralegal job search**

**Thursday, January 17, 2013  
3 PM CENTRAL TIME**

This free webinar is for paralegal students or newly-graduated paralegals who are ready to begin their interviewing process. Attendees will gain insight into the skills needed for successful job interviews. Discussions on current career trends will assist attendees in determining tools needed to get THE job.

The webinar will include instruction to enhance interviewing skills, and resume writing. The webinar will conclude with examples of the correct make-up and dress to assist in creating the polished appearance needed for a successful job interview.

# THANK YOU TO OUR 2011-2012 SUSTAINING MEMBERS!



**SAM MEDINA**  
*City Attorney*



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 DUPRE  
 & MILAM, L.L.P.  
 Attorneys at Law

Any attorney, law firm, business, corporation, school or educator who supports the paralegal profession and the goals, objectives, and programs of this Association may become a sustaining Member of the Association upon approval

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**FERNANDO M. BUSTOS, P.C.**  
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Materials for publication can be submitted to  
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Lexicon/Newsletter  
2413 Cedar Avenue  
Lubbock, TX 79404 or  
[Dldjgen355@aol.com](mailto:Dldjgen355@aol.com)  
Or  
[lgentry@hkwlaw.com](mailto:lgentry@hkwlaw.com)

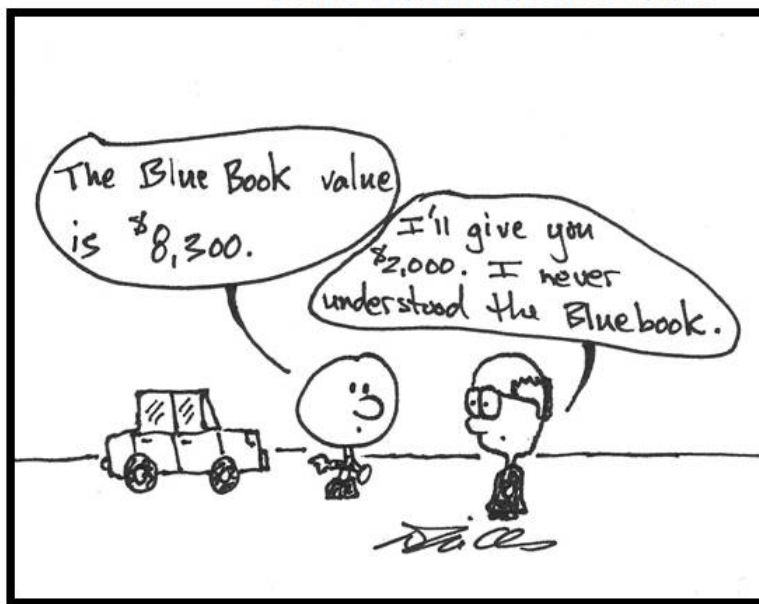
The Lexicon is published bimonthly by the West Texas Paralegal Association and is devoted to promote and educate about the legal assistant profession. Opinions that are expressed in this material are those of the authors and do not necessarily represent the views of the West Texas Paralegal Association.

This newsletter is being sent by email to anyone with a current email address on the roster.



Thanks to David E. Mills  
for giving us permission to use his cartoons in the *Lexicon* without charge.  
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Judge Posner buys a used car.

## EXECUTIVE COMMITTEE 2012—2013

**2012-2013 President:**

Deirdre Trotter, ACP, MSIS  
Master of Science - Information Science  
University of North Texas  
NALA Advanced Certified Paralegal  
Civil Litigation Specialty  
Associate Member of the College of the State Bar of Texas  
Law Offices of Fernando M. Bustos, P.C.  
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**President-Elect:**

Lola Smith-Gentry, ACP  
NALA Advanced Certified Paralegal  
Business Entities Specialty  
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didigen355@aol.com

**First Vice President (CLE Chair):**

Cynthia J. Martinez, PP, PLS  
WTPA Paralegal of the Year 2011  
Professional Paralegal  
Professional Legal Secretary  
National Association of Legal Secretaries ("NALS")  
cjmartinez2000@hotmail.com

**Second Vice President (Membership Chair):**

Mary Helen Valdez  
Killion Law Firm  
806-748-5500  
mary@killionlaw.com

**Secretary:**

Debbie Aguirre, CP  
NALA Certified Paralegal  
Texas Tech University  
Office of the General Counsel  
debbie.aguirre@ttu.edu

**Treasurer:**

Elma Moreno  
Exception Pro Bono Award Recipient 2012  
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**Parliamentarian:**

Elma Moreno  
Exception Pro Bono Award Recipient 2012  
Paralegal Division, State Bar of Texas  
Texas Tech University School of Law  
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elma.moreno@ttu.edu

**Lubbock County Bar Association Liaison:**

Barbara Sucsy  
Lubbock County District Clerk  
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bsucsy@co.lubbock.tx.us

**Newsletter Editor:**

Lola Smith-Gentry, ACP  
NALA Advanced Certified Paralegal  
Hund, Krier, Wilkerson & Wright, PC  
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# PRO BONO LEGAL CLINICS

## St. John's United Methodist Church

1501 University Avenue, Lubbock, Texas

**2nd and 4th Tuesday of each month**

**5:30 - 7:30 p.m.**

## Mae Simmons Community Center

23rd and Oak, Lubbock, Texas

**1st Thursday of each month**

**5:30 - 7:30 p.m.**

FOR MORE INFORMATION  
CALL ROSA PRICE or GEORGE ELLIOTT @  
LEGAL AID OF NORTHWEST TEXAS

763-4557 or

[pricer@lanwt.org](mailto:pricer@lanwt.org)

[elliottg@lanwt.org](mailto:elliottg@lanwt.org)

Thanks to David E. Mills

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**WEST TEXAS PARALEGAL ASSOCIATION**  
**2012-2013**

MINUTES OF THE FIRST BI-MONTHLY MEMBERSHIP MEETING  
NOVEMBER 7, 2012

**OPENING:**

The first bi-monthly membership meeting of the West Texas Paralegal Association (“WTPA”) was called to order at 6.10 p.m. on November 7, 2012 at Schlotzsky’s Conference Room by President-Elect, Lola Smith-Gentry.

**PRESENT:**

Lola Smith-Gentry  
Jan Bufkin  
Mary Helen Valdez  
Elma Moreno  
Debbie Aguirre  
Emily Walterscheid

**Treasurer’s Report**

**Elma Moreno, Treasurer, reported the following:**

Beginning Balance	\$2,845.40 as of 9/30/2012
Deposits	\$160.00
Expenditures	\$150.47
Ending Balance	\$2,854.93 as of 10/30/2012

Treasurer’s Report will be published in the *Lexicon*.

**Approval of Minutes**

The minutes of the fifth bi-monthly meeting were unanimously approved as published in the *Lexicon*.

[Motion was made by Debbie Aguirre and seconded by Jan Bufkin]

## Reports and Discussion

President, Deirdre Trotter	Not present
President-Elect, Lola Smith-Gentry	No report
1 <sup>st</sup> Vice President, Cynthia Martinez	Not present
2 <sup>nd</sup> Vice President, Mary Helen Valdez	[Motion made to accept the <u>active</u> membership application of Emily Walterscheid and <u>associate</u> membership applications of Yolanda Rodriguez and Victoria Lemond, SPC students - second by Jan Bufkin]
Secretary, Debbie Aguirre	No report
Parliamentarian, Elma Moreno	No report
NALA Liaison, Patricia Wanjura	Not present
PD Liaison, Deirdre Trotter	Not present
Newsletter Chair, Lola Smith-Gentry	Deadline to submit articles and information for posting in the Lexicon is December 21, 2012
Bar Liaison, Barbara Sucsy	Not present

## New Business

1. Pro Bono Clinic scheduled for second Tuesday in December at St. John's Methodist Church.
2. Next membership meeting is to be scheduled on first Wednesday of the month, January 2, 2013.  
  
[Motion made by Jan Bufkin that WTPA suspend Standing Rule No. 1 and move the January meeting to January 9, 2013 – second by Elma Moreno.]
3. Have a meet and greet membership drive to include law firms and court reporting firms. Tentative date to be set in February 2013. Mary Helen Valdez will chair a committee for this event. Jan Bufkin, Elma Moreno and Debbie Aguirre volunteered to serve on this committee.

**ADJOURNMENT:**

Meeting was adjourned at 6:35 p.m. by Lola Smith-Gentry. The next membership meeting will be at 6:00 p.m. on January 9, 2013 at Schlotzskys.

Minutes submitted by: Debbie Aguirre, Secretary