



The Journal

February 2010

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President's Message by Melanee Cardoza, R.P.



Dear SVPA Members,

I'm very excited to be writing my first President's Message to you all. We're going to have a great year, with both returning and new Board members creating some fantastic events. I'd like to thank all outgoing and incoming Board members for their service and commitment to making SVPA a great organization to be part of. Special thanks to Bonnie Lally and Teresa Gordon, who are no longer Board members, but will generously continue to help with the website and newsletter.

This year we'll be continuing our monthly CLE lunch sessions, but we are changing the schedule slightly. Sessions at Casa Garden restaurant will continue to be held on the fourth Wednesday of the month at 11:30. But, brown bag lunches will be held on the fourth **Tuesday** of the month, starting at **11:45**. A full schedule of CLE events can be found on page four. We hope this schedule change will allow more people to attend. We're also looking forward to a two-evening, four-hour ethics session later in the year; stay tuned for further details.

I will also be serving as your PACE ambassador this year. A new study group is forming, anyone interested can email me at mcardoza@civitasadvisors.com to sign up. Details on meetings will be distributed via email to those who sign up.

For several years, Bonnie Lally has been very kind and sent care packages to Navy legalmen deployed overseas. SVPA will be taking over this project, and donations of goods or cash will be greatly appreciated. Lists of items requested by servicemen will be provided at luncheons for those interested in donating goods. Typical requests include drink mixes (coffee, tea, etc.), snack foods, and entertainment items (books, magazines, movies).

I look forward to a wonderful 2010 for SVPA and working with you all.

Melanee Cardoza, R.P.

It's time!
Renew
your SVPA
member-
ship. See
enclosed
application



//2010 NFPA Tech Institute™//

<h1><Technically Speaking></h1>

<h2><March 26 & 27><2010></h2>

<h3><Doubletree Hotel San Jose><San Jose, CA></h3>

Presented in Cooperation with the California Alliance of Paralegal Associations, Inc.

Register Online at www.paralegals.org

NFPA®, PO Box 2016, Edmonds, WA 98020
 // www.paralegals.org
 // info@paralegals.org
 // 425-967-0045

**REGISTER BY
 FEBRUARY 19, 2010
 AND RECEIVE A
 REDUCED RATE**

The Sacramento Valley Paralegal Association (SVPA) and the California Alliance of Paralegal Associations (CAPA) present. . .



The Brown Bag Luncheon Series

To all Paralegals, Attorneys, and other Legal Professionals

"How To Make Ethical And Winning Use Of California Legislative History"

Speaker: Carolina Rose of Legislative Research, Inc.

Date: Wednesday, February 24, 2010

Time: 11:30 a.m.

Cost: Free to SVPA Members.
\$25.00 for Non-SVPA members and attorneys.

Lunch: Provided by Capitol Digital Document Solutions

Location: McDonough Holland & Allen
500 Capitol Mall, 18th Floor



RSVP for attendance by 2/19/10 to crobinson@mhallow.com or fax to 916-444-8989 attention Christina Robinson



Name _____

Firm _____

Address _____

SVPA member OR Non-member? _____

Phone/Fax _____

E-mail _____

**This activity has been approved for minimum continuing legal education by the State Bar of California in the amount of one (1) hour of participatory ethics credit. CAPA is a State Bar of California Approved MCLE Provider, #10628*

Calendar of Events

BOARD MEETINGS

SVPA Board Meetings will be held the **third Tuesday of each month beginning at 6:15 p.m.**, at Melanee Cardoza's office, 7700 College Town Drive, #111, Sacramento, CA 95826. For directions or more information, contact Melanee Cardoza, (916) 325-0604. Dates for the meetings are: February 16, March 16, April 20, May 18, June 15, July 20, August 17, September 14, October 19 and November 16.

NEWSLETTER DEADLINES

Articles and information to be published in the *SVPA Journal* must be sent to Teresa Baird Gordon on or before the following dates: February 22, March 29, April 26, May 24, June 28, July 26, August 30, September 27, October 25, November 29, December 27.

LUNCHEONS, BROWN BAGS, CLE SEMINAR & GALA EVENING EVENT

- ◆ Wednesday, February 24, 2010 **Brown Bag**: Carolina Rose, "*How to Make Ethical and Winning Use of California Legislative History*";
- ◆ Wednesday, March 24, 2010, **Luncheon** Casa Garden Restaurant, 2160 Sutterville Road, Sacramento;
- ◆ Tuesday, April 27, 2010, **Brown Bag**;
- ◆ Wednesday, May 26, 2010, **Luncheon** Casa Garden Restaurant, 2160 Sutterville Road, Sacramento;
- ◆ Tuesday, June 22, 2010 (*tentative*) SVPA **Gala** (Evening Event), Casa Garden Restaurant, 2160 Sutterville, Road, Sacramento;
- ◆ Tuesday, July 27, 2010, **Brown Bag**;
- ◆ Wednesday, August 25, 2010, **Luncheon** Casa Garden Restaurant, 2160, Sutterville, Road, Sacramento;
- ◆ Tuesday, September 21, 2010 (*tentative*): Part One of Two: **Legal Ethics** Presentation on Legal Malpractice , 6:00 - 8:30 p.m., Location: Vision Service Plan, 3333 Quality Drive, Rancho Cordova;
- ◆ Tuesday, September 28, 2010 (*tentative*): Part Two of Two: **Legal Ethics**, 6:00 - 8:30 p.m., Steven A. Lewis, Esq. of Lewis & Bacon Location: Vision Service Plan, 3333 Quality Drive, Rancho Cordova;
- ◆ Wednesday, October 27, 2010, **Luncheon** Casa Garden Restaurant, 2160, Sutterville Road, Sacramento;
- ◆ Tuesday, November 30, 2010, **Brown Bag**; and
- ◆ December: SVPA Social Event, details to be confirmed.

CALIFORNIA ALLIANCE OF PARALEGAL ASSOCIATIONS (CAPA) EVENTS

February 6-7, 2010	CAPA Board Meeting Oildale, CA Hosted by the Kern County Paralegal Association
June 26-28, 2010	CAPA Educational Conference and Summer Board Meeting Bahia Hotel, San Diego (Mission Bay), CA Hosted by the San Diego Paralegal Association
November 2010	CAPA Fall Board Meeting (Date to be Determined) Hosted by the Paralegal Association of Santa Clara County

NATIONAL FEDERATION OF PARALEGAL ASSOCIATIONS (NFPA) EVENTS & DEADLINES

February 26-28, 2010	NFPA Board Retreat, Reston, Virginia
March 8, 2010	SVPA updated mailing list due to Region I Director Theda Yandell tyandell@forsberg-umlauf.com
March 26-27, 2010	NFPA Tech Institute, Doubletree Hotel, San Jose, CA
April 15, 2010	1 st Quarter Dues due and payable (must be postmarked by May 15, otherwise are delinquent)
May 15-16, 2010	NFPA Pro Bono Conference, Phoenix, Arizona
May 22-23, 2010	Region I Meeting, Anchorage, AK
June 4-6, 2010	Regulation/National Leadership/PACE Ambassadors Joint Conference, Washington, D.C.
October 7-10, 2010	Annual Policy Meeting “Making History in Philadelphia” Crowne Plaza Hotel Philadelphia, Cherry Hill, NJ

OTHER DATES OF INTEREST

May 1, 2010	National Law Day
June 25, 2010	California Paralegal Day

About SVPA

The Sacramento Valley Paralegal Association was founded in 1978 as a professional and educational organization for paralegals, and was incorporated in 1981 under the California Non Profit Mutual Benefit Corporation laws. SVPA's purpose is to foster and promote standards to the paralegal profession; to cooperate in and offer education for paralegals; to increase attorney and public awareness of the role of the paralegal in the delivery of legal services; to gather, receive, study, and disseminate information concerning paralegals. Benefits of SVPA membership are: SVPA The Journal subscription (monthly), CAPA ReCap subscription (three times yearly), NFPA The Paralegal Reporter (six times yearly), SVPA listserv postings, free attendance to Brown Bag luncheons (CLE also available), reduced cost to attend meeting/ luncheons provided at Casa Garden, and affiliation membership to the 13 other California paralegal associations. Networking, education, and professional resources are also a benefit to SVPA members.

Job Board

CALIFORNIA DEPARTMENT OF CORRECTIONS AND REHABILITATION

LEGAL ASSISTANT/ LEGAL ANALYST

Final Filing Date: March 18, 2010

http://www.cdcr.ca.gov/Career_Opportunities/HR/OPS/Exams/Exams_Open/index.html

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NATIONWIDE COURT REPORTERS

CAPA Update**By Jenna Trojanowski**

Kern County Paralegal Association hosted CAPA's board meeting in Bakersfield on February 7th and 8th. I attended the meeting as SVPA's primary representative and Connie Kelley attended the meeting as SVPA's secondary representative. This was the first board meeting with the new executive committee. CAPA's new executive committee is as follows: President, Melisa Frick, ACP (PASCCO), VP of Policy Leslie Donahue (CCPA), VP of Administration Michele Pfeiffer, CLA (OCPA), Secretary Treva Cutts (SDPA), and Treasurer Josefina Martinez (SBPA). In addition to a new executive committee, there were lots of new primary and secondary representatives on the board. The executive committee did an excellent job of keeping everyone on topic. Overall, the meeting was very productive and we even got out early both days!

Two of CAPA's main goals this year are growth and education. Growth through increased membership, marketing, and publications. Education through increased communications with the legal field, educating the local bars about paralegals as well as more local visits by members of the executive committee and state bar liaisons. Above all, CAPA is really striving to answer the question "What has CAPA done for me?". Lots of SVPA members may not realize it, but by being a member of SVPA, they are also a member of CAPA. CAPA is currently an alliance of 12 state wide local paralegal organizations. This alliance is a great source resource and a way to make our voice heard at the state level. In addition, CAPA offers benefits to its members through Working Advantage, Office Max, and Overstock.com. When you have a chance, check out the benefits on CAPA's webpage and feel free to email me if you have any questions about the benefits listed on CAPA's webpage.

Event wise, San Diego Paralegal Association (SDPA) will be hosting the June 2010 Conference in San Diego at the Bahai Resort. The theme this year will be Imagine + Education = Knowledge. Starting immediately, SVPA will be selling raffle tickets for Opportunity Drawing that will be held at the conference. Tickets are only \$1.00 a piece and you need not be present to win. Each prize will be valued at at least \$100.00. In November, Paralegal Association of Santa Clara County (PASCCO) will hold the November board meeting in San Jose. More details on that to follow. In addition, CAPA will be co-sponsoring NFPA's Tech Conference in March. CAPA members will get a bigger discount on the attendance fee than NFPA members-just another CAPA benefit! Last but not least, SVPA has volunteered to host the February 2011 Board Meeting here in Sacramento. SVPA hasn't hosted CAPA in several years, so we are looking forward to it!

If you have never attended a CAPA function, I encourage you to do it. It is a great opportunity to meet fellow paralegals from across the state and to network.

ADVERTISE MONTHLY IN THE JOURNAL:**SIZES AVAILABLE****BUSINESS CARD- \$15 QUARTER PG- \$25 HALF PG- \$50 FULL PG- \$100.00****10% DISCOUNT APPLIED IF 6 MONTHS PURCHASED 20% DISCOUNT APPLIED IF 12 MONTHS PURCHASED****SUSTAINING MEMBERS RECEIVE ONE FREE MONTH INQUIRIES CONTACT****Teresa at tgordon@angius-terry.com**



SACRAMENTO VALLEY PARALEGAL ASSOCIATION 2010 MEMBERSHIP APPLICATION

Date: _____ New Member: _____ Renewing Member: _____

Name: _____

Mailing address: _____

E-mail: _____ @ _____

Tel: (Work) _____ (Home) _____ (Cell) _____

May we share your contact information on our online directory? Y____ N____

I want to receive SVPA'S *THE JOURNAL* & other information via the SVPA listserv? Y____ N____

In compliance with B&P §6450, I am qualified as a paralegal by:

____ Education (state degree and where obtained: _____
____ Attorney attestation
____ Other please explain: _____

Number of years employed as a paralegal: _____

Membership term is 12 months starting 01/01/10 TO 12/31/10, no proration available.

MEMBERSHIP CATEGORIES:

I. ____ Voting Member: \$75.00 per year

Employer: _____

Areas of specialty: _____

II. ____ Associate/Non-Voting Member: \$ 75.00 per year, please specify your category below.

____ Member of a local bar association who endorses and promotes the paralegal concept;

____ Member of the educational field and is involved with the paralegal profession;

____ Related field, please specify: _____

____ Not currently employed in the legal field (retired/seeing employment)

III. ____ Sustaining/Non-Voting Member: \$ 130.00 per year. Sustaining Members are legal vendors and includes additional benefits, e.g. newsletter/web site advertising. Contact the VP of Membership for additional details.

IV. ____ Student Member: \$ 35.00 per year, where enrolled: _____

Committees of interest: Education____ Membership____ Mentoring____ Newsletter____

Public Relations____ Pro Bono____ Fundraising____ CAPA____ NFPA____

Make checks payable to SVPA and mail to SVPA, P.O. BOX 453, Sacramento, CA 95812.

SVPA: DEDICATED TO ADVANCING THE PARALEGAL PROFESSION

- ◆ **ARTICLES/ ADVERTISING:** Articles printed in the Journal express the opinions of the individual and are not necessarily those of SVPA. Members and readers are invited to submit articles. Send articles to Regina Tochtermann at return address or via email. Advertisements are also welcome. Rates are listed below. Submit ads to Regina Tochtermann by the 1st of the preceding month. Advertisements may be created by editorial staff if a digital image can not be produced. For questions regarding the newsletter, contact Teresa Baird Gordon, R.P.
- ◆ **MEMBERSHIP:** To Join SVPA, contact a board member; the SVPA Membership Application is also included in this issue of *The Journal*. For membership information, contact Merrilee Gates.
- ◆ **LUNCHEON MEETINGS:** Casa luncheons are 4th Wednesday of each month and Brown Bags are the fourth Tuesday of each month, otherwise noted in newsletter, website (www.svpa.org), or contact Christina Robinson for details.
- ◆ **BROWN BAG EDUCATIONAL LUNCHEONS:** CLE Credits may be received, otherwise noted. Quarterly dates being set for Winter, Spring, Fall and Summer 2009. Contact Christina Robinson for further details. Topic suggestions welcome.
- ◆ **BOARD MEETINGS:** 3rd Monday of each month, otherwise noted. Contact Ann Birkhaus, CLA for details.
- ◆ **JOB BANK:** Free to SVPA members and law firms; contact Melanee Cardoza, R.P.
- ◆ **PROFESSIONAL DESIGNATIONS** for Registered Paralegals (RP) info contact Melanee Cardoza, R.P.

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CLE Opportunities

National Business Institute (NBI)(800) 930-6182 WWW.NBI-SEMS.COM

The Probate Process from start to finish	Fresno , CA	March 10
The Probate Process from start to finish	Milpitas, CA	March 11
The Probate Process from start to finish	Sacramento, CA	March 12
Refining Estate Administration	San Diego, Ca	March 23
Negotiating Real Estate Loans and Workout Options	Sacramento	May 18

Lorman Education Services(800) 678-3940 WWW.LORMAN.COM

Election Law	Sacramento	April 13
Employment Law from A through Z	Sacramento	April 21

Sacramento County Public Law Library813 Sixth Street, Sacramento, CA 95814 (916) 874-6011 WWW.SACLAW.LIB.CA.US

Legal Research on the Internet	3.0 credits	February 24
Introduction to Legal Forms & Pleadings	2 credits	February 26
Introduction to Legal Research & Law Library	0 credits	February 27
Concordance v10: Part A: Document Management	2 credits	March 2
Judgment Enforcement 101	1.5 credits	March 3
Microsoft WORD 2007 for Legal Professionals: Part A	1 credits	March 3
Concordance v10: Part B: Document Management	2 credits	March 4
Small Claims Court Process	2 credits	March 10
Microsoft WORD 2007 for Legal Professionals: Part B	1 credits	March 10
Dependency 201: The Anatomy of a Juvenile Dependency Case	2 credits	March 12

Continuing Education of the Bar (CEB)(800) 232-3444 WWW.CEB.UCOP.EDU

CEB now offers Classes On Demand

CONTACT YOUR BOARD

SVPA 2010 BOARD ROSTER
 (External Use Only)
 (2-9-10)

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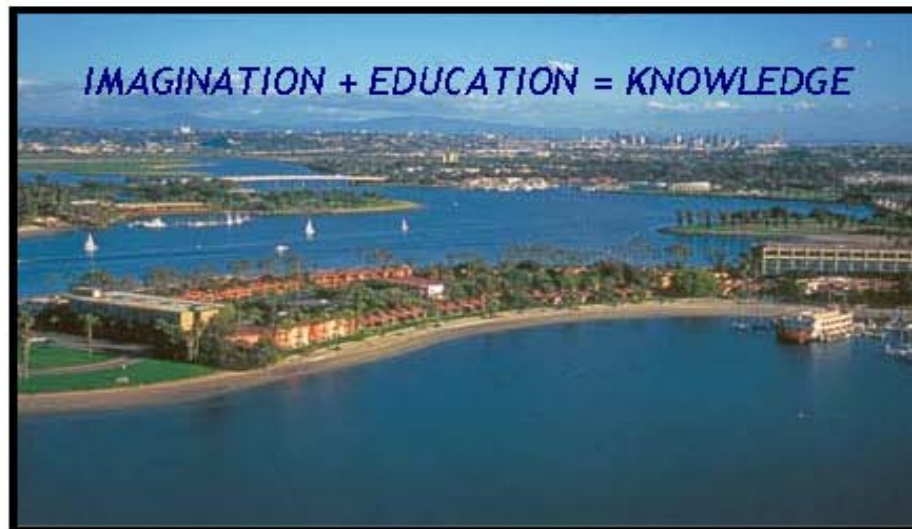
CALIFORNIA ALLIANCE OF PARALEGAL ASSOCIATIONS

PRESENTS

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SATURDAY, JUNE 26, 2010

Hosted by the San Diego Paralegal Association



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Thank you to our 2009 Sustaining Members:

- ♦ MTI College
- ♦ Parasec
- ♦ The Endres Law Firm
- ♦ Atkinson-Baker Court Reporters
- ♦ Benchmark (newest joining member)