



LEGALITIES

January/February 2010

Volume XX No. 6

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PRESIDENT'S REPORT

NALS of Orange County President, 2009-2010

Caryn Wolchuck, PP, PLS, CPS/CAP

As I sit here at the office on Christmas Eve day (our office closed two hours ago!), I think about 2009 and wonder "where did the time go?"

At the start of 2009, and also as I started my year as president of NALS of Orange County, I had a list of both personal and professional goals I wanted to accomplish. Who didn't resolve to start exercising or lose some weight? Who didn't expect to be working at the perfect job or dream of winning the lottery? Well, two of the four listed here are true for me as 2009 comes to a close. (No, I haven't yet won the lottery; I have to remember to buy a ticket first!)

Other professional goals included those I had for NALS of Orange County: increase membership, ensure that our marketing of the association made us the go-to organization for legal professionals, and so on. Of course, life gets in the way and not everything works out as we planned. While we're not yet the go-to organization, we have tried to let everyone we know how terrific NALS is and what we can offer. Have you done the same? Have you told your coworkers about NALS and about our monthly meetings? Have you already sent in your reservation for our January and/or February meetings (see pages 4 and 5) to assist your firm in knowing the most up-to-date court rules in our state? It's not too early to make your reservations; do it now before you forget!

As I look back on this NALS year, I am encouraged that we have some eager members offering to learn more about NALS and run for chapter leadership. That's terrific! Are you willing to assist the 2010-2011 board (to be elected at our February meeting) in their renewed quest to make NALS of Orange County bigger, better and stronger? I sure hope so!

Lastly, I'd like to remind you of several upcoming dates: be sure to attend our February dinner meeting as we hold our chapter elections. (See page 17 for more information.) In March, we will hold our annual installation dinner where our new officers start their new term and I hope that you can be there to show your support. Finally, please reserve *Saturday, April 24, 2010*. We will hold our annual spring seminar with an emphasis on technology; we are still working out the details, so watch your email box and attorney service in-box for more information.

Thank you for giving me the opportunity to serve as your president for the 2009-2010 term. (Relax, I still have one more president's report to write in the next issue!) My wish for all of you? May you each have a healthy, happy and prosperous 2010.

Caryn

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2009-2010
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NALS MISSION STATEMENT

NALS is dedicated to enhancing the competencies and contributions of members in the legal services profession. NALS accomplishes its mission and supports the public interest through:

- Continuing legal education and resource materials;
- Networking opportunities at the local, state, regional, and national levels;
- Commitment to a *Code of Ethics* and professional standards; and
- Professional certification programs and designations.

NALS CODE OF ETHICS AND PROFESSIONAL RESPONSIBILITY

Members of NALS are bound by the objectives of this association and the standards of conduct required of the legal profession.

Every member shall:

- Encourage respect for the law and the administration of justice;
- Observe rules governing privileged communications and confidential information;
- Promote and exemplify high standards of loyalty, cooperation and courtesy;
- Perform all duties of the profession with integrity and competence; and
- Pursue a high order of professional attainment.



SAM'S CLUB ANYONE?

NALS has just announced another affinity program offered to its members! If you would like to join Sam's Club, now is the time. Log onto the NALS website, www.nals.org, and click on the link under "Association News." From there, you will be prompted to log onto the "Members Only" portion of the website, and you will need to enter the membership password. If you do not know what the password is, please email any of your officers or chairs.

Sam's Club Advantage Members can enjoy discounts on merchandise, services, and more, and annual Advantage Membership (two membership cards) is just \$40. Once you log in, you can print out a coupon which will give you a \$10 gift card when you join or renew your membership, and it's valid only for members of NALS!



Birthdays:

- o Kimila Carraway - 1/17
- o Jason Ferber - 1/24
- o Gloria Simpkins - 1/26
- o Elma Werner - 2/13
- o Kristina Hernandez - 2/16



Anniversaries:

- o Annette Cain - 1 year
- o Gloria Simpkins - 1 year
- o Jane Jones - 1 year
- o Karen Files - 1 year
- o Kimila Carraway - 3 years
- o Leslie Wolchuck - 19 years
- o Maria McCombs - 1 year
- o Melissa Armstrong - 5 years
- o Natalie Swit - 10 years
- o Pam Volz - 7 years
- o Patty Green - 1 year
- o Paula Williams - 2 years
- o Teryn Spencer - 1 year
- o Zeena Gruzen - 2 years



NEWS FROM



. . . the association for legal professionals

THE NALS FOUNDATION

The NALS Foundation puts your dollars to work for YOU! Annual Investment Circles are a tax-deductible opportunity for you to support the NALS Foundation's efforts to expand educational and networking opportunities for all professionals.

Individual Gift Circles:

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- Visionaries - \$250 or more
- Founders - \$500

Organizational Gift Circles:

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- Gold - \$2,500 or more
- Platinum - \$5,000 or more

You can make a contribution to the NALS Foundation as an individual or an organization. your support of the NALS Foundation qualifies as a charitable contribution and is deductible for federal income tax purposes to the maximum extent provided by law.



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STATE COURT RULES & UPDATES FOR 2010

Speaker:

Janay Marks, Supervisor, Civil Division Harbor Justice Center
Laguna Hills and Newport Beach,
Case Processing & Courtroom Operations

Wednesday, January 13, 2010

Registration/Networking: 5:30 p.m. / Dinner: 6:15 p.m. / Program: Immediately following

LOCATION: Radisson Hotel, 4545 MacArthur Boulevard, Newport Beach
COST: Members/Students: \$29 / Prospective Members: \$33
CLE CREDIT: One (1) hour



Reservations may be made by calling Sharon Olson at Legal Staffing Group at (949) 252-1133 or by sending your check made payable to NALS of Orange County to Legal Staffing Group, 1001 Dove Street, Suite 270, Newport Beach, CA 92660. Vegetarian or fruit plates available but **must** be requested in advance.
DEADLINE FOR RESERVATIONS IS NOON ON THE MONDAY PRIOR TO THE MEETING.

Reminder About Our Monthly Meetings: We are required to guarantee a number of attendees to the hotel, which is determined by the number of reservations made. We enforce a 48-hour cancellation policy, so if you fail to cancel your reservation within 48 hours of the meeting, or don't attend, you will be charged the cost of the meeting. If you have any questions, please contact Legal Staffing Group at (949) 252-1133.

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FEDERAL COURT RULES & UPDATES FOR 2010

Speaker:

Jeff Allsteadt, Assistant Deputy in Charge
United States District Court, Central District of California
Santa Ana Division

and

Ben Varela, Operations Manager
United States Bankruptcy Court, Central District of California
Santa Ana Division

Wednesday, February 10, 2010

Registration/Networking: 5:30 p.m. / Dinner: 6:15 p.m. / Program: Immediately following

LOCATION: Radisson Hotel, 4545 MacArthur Boulevard, Newport Beach

COST: Members/Students: \$29 / Prospective Members: \$33

CLE CREDIT: One (1) hour



Reservations may be made by calling Sharon Olson at Legal Staffing Group at (949) 252-1133 or by sending your check made payable to NALS of Orange County to Legal Staffing Group, 1001 Dove Street, Suite 270, Newport Beach, CA 92660. Vegetarian or fruit plates available but must be requested in advance.

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Lynn Holton
Public Information Officer

NEWS RELEASE

Release Number: 76
Release Date: December 7, 2009

**California Supreme Court to Close
Los Angeles Clerk's Office**

San Francisco—Chief Justice Ronald M. George has announced that the California Supreme Court will close its satellite Clerk's Office in the Ronald Reagan Building at 300 South Spring Street, Los Angeles, at the close of business on December 31, 2009.

The decision to close the office was made for budgetary reasons, following a review of the work processed by the office and the cost of operations.

"The Supreme Court regrets making this decision, but it is important during tough economic times to carefully scrutinize the court's filing practices and procedures and find cost savings and efficiencies where possible," stated Chief Justice George. "I give many thanks to our Los Angeles employees who staff the Clerk's Office for their loyalty and dedication to excellent public service."

The Los Angeles Clerk's Office is staffed by a supervising deputy clerk and two deputy clerks. Like the court's headquarters office in San Francisco, the Los Angeles office receives Supreme Court filings and documents from court users. After the initial case data is entered into the automated system, all case files and documents are shipped to the San Francisco Clerk's office where additional clerical work is performed before the cases are assigned to the court's legal staff.

Effective January 1, 2012, all petitions for review, writs and legal briefs must be filed directly with the Clerk's Office at the Earl Warren Building, First Floor, 350 McAllister Street, San Francisco.

The Closure of the Los Angeles Clerk's Office will not change the Supreme Court's practice of regularly holding oral argument in Los Angeles (typically in April, June, October and December).

For more information please go to
<http://www.courtinfo.ca.gov>

Even Eagles Need a Push

We touch the lives of others in ways we often never know. People sometimes come into our personal world for fleeting moments and can leave us forever changed. We have more power to create or to destroy than we can imagine. We can leave things or individuals better or worse than we found them. A look, a word, a gesture has a tremendous impact and frequently we blither along blind to the effect every communication wields.

I learned this in a powerful way: It was a rainy, humid day: the mother of all bad hair days. I was riding on a bus downtown to go to work. Everyone was wilting. I was sitting next to a man in a business suit and didn't pay him much attention until we both got off at the same stop and walked to the same newsstand to get a morning paper.

The man running the stand was obviously among those having a bad day. He was rude, abrupt and unsmiling as we purchased our papers, which served to add only more gloom to my day. The businessman caught my eye and smiled. He then proceeded to smile even more brightly, thank the newsstand proprietor for the paper and for being open on such a morning to make sure we were able to get our papers. In short he expressed his appreciation for something most of us would take for granted.

The man running the newsstand responded only with a grunt and a sour expression. The businessman then pleasantly wished him a pleasant day. As we turned away, I asked this man why he had continued to be pleasant to the newsman when he obviously didn't care about and didn't respond to his expression of appreciation and friendliness. The businessman grinned at me and said, "Why would I let someone else control what I say and what I feel or what kind of day I'm going to have?"

I never saw the businessman again, even though I looked for him on the bus on other days. He appeared briefly in my life and disappeared just as quickly. I don't even remember what he looked like. But I've never forgotten the words he said, or the way his smile seemed like a shaft of light on a gloomy day.

That was a good 25 years ago, but the impact this had on my life has lasted. I never had a chance to thank him personally, but the way in which I choose to look at life as a result of those words is his legacy to me and my thanks to him.

Our interactions with the people we encounter can impact at least the next five people they encounter. A smile and words of simple appreciation multiply themselves geometrically.

We cannot control people and situations that come to us, but we can always control our responses to them. In each of our decisions lies our power to make a positive difference. It's something anyone and everyone can do.

Excerpted from Even Eagles Need a Push From the chapter titled A Life-Changing Experience by Gail Pursell Elliott

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LOS ANGELES COUNTY RECORDER UPDATES

Effective January 01, 2010, pursuant to SB 676, Chapter 606, the Los Angeles County Registrar - Recorded/County Clerk's Office will increase the base fee for recording real estate documents from four dollars (\$4) to ten dollars (\$10).

Social Security Numbers

Pursuant to Civil Code 1798.89, which states in part: Unless otherwise authorized by state or federal law, a document containing more than the last four digits of a social security number can not be recorded or filed with the County Recorder.

Effective January 01, 2010, the Los Angeles County Registrar-Recorder/County Clerk will not accept for recording or filing any document displaying more than the last four digits of a social security number.

This section shall not apply to documents created prior to January 01, 2010.



WORD RULES

NO. 1

These words follow a rule: mango, pineapple, pumpkin

These words don't: cranberry, lemon, pear, plum

Can you find the rule?

NO. 2

These words follow a rule: aqua, orange, purple, silver

These words don't: blue, brown, green, red, yellow

Can you find the rule?

NO. 3

These words follow a rule: Blitzen, Cupid, Dasher

These words don't: Comet, Dancer, Prancer

Can you find the rule?

=====

Answers:

NO. 1: Words must be composed of two short words in a row.
(Example: mango = man + go)

NO. 2: The words cannot be rhymed.

NO. 3: The names become words when the last two letters are moved.



PASSWORD PLEASE

Online passwords can be a nuisance at time, but their job is to protect your identity. If that gets stolen, you'll realize a whole new definition of "nuisance."

Never underestimate the importance of a strong password. Here are some suggestions for creating ones that are nearly impossible to crack.

1. Choose passwords that would be difficult for a close friend or family member to guess. If someone who knows you can't figure it out, a stranger probably won't be able to, either.
2. Think of a phrase that's easy for you to remember and create an acronym. Use the first letter of each word in a phrase to create your password, and then be extra safe by including symbols, signs or numbers between letters.
3. Do not use personal information for passwords. This rules out things like license numbers, social security numbers, birth dates and your address.
4. Change passwords occasionally. This is time-consuming, but not as much of a hassle as recovering from identity theft.
5. Do not repeat passwords. Avoid using the same password for every file, website, server and system you log in to. However, many people fall into this practice, simply because it's easier to remember one password rather than several. If you use the same password for many financial records or institutions, imagine the damage you will incur if someone finds your password for just one login. Use a different password for each website, account and so on.

Source: Karcher Digital Printing newsletter



**EDUCATION RECAP
NALS EDUCATION CONFERENCE
AND NATIONAL FORUM**

80 Years of Maximizing Your Potential!

**Irvine, California
October 8 - 11, 2009**

(Excerpted from Report by Kathleen Amirante, PP, PLS)

Just down the road from where it all began in 1929, the Stars gathered in Irvine, California to celebrate the 80th anniversary of NALS. . . the association for legal professionals. We came from all over the U.S. including Hawaii and Alaska to bask in the warmth of sunny Southern California. Highlights of the education presented at the conference follow.

Thursday, October 8, 2009

The Thursday morning ethics session titled, "Sense and Sensibility" was presented by Justice Edward J. Wallin, formerly a Justice of the California Court of Appeals, and now with JAMS, the Resolution Experts. Justice Wallin discussed the ethics involved in using alternative dispute resolution rather than seeking resolution in the court system, which can be much more expensive and time-consuming. He covered *ex parte* communications, ethical limits on lawyers during negotiations, representing related parties in mediation, ethical duties of mediators, ethical duties of arbitrators, confidentiality, and settlement agreements.

The next session Thursday morning titled "Terms of Endearment" focused on Elder Law and was presented by Judge Kim Hubbard. Judge Hubbard practiced as an attorney for 29 years specializing in Elder Law for 18 years. She is currently serving as a family law judge. Judge Hubbard discussed abuse of the elderly in many different forms including physical, sexual, and emotional or psychological abuse, neglect, financial or material exploitation, and abandonment. She discussed the victims, the abusers, and what can be done about the situation.

After a break for lunch, conference attendees were able to choose from either the Avery session on "Business Solutions for Greater Productivity," or "Criminal Law-CSI: Irvine" presented by Jennifer Contini, Senior Deputy District Attorney. Ms. Contini focused her discussion on tracing DNA and figuring out how to find the prime suspect.

Friday, October 9, 2009

Keynote Speaker - Gavin W. Manes, Ph.D.

Dr. Manes is a nationally recognized expert in digital forensics. He is currently the President and CEO of Avansic, a firm that provides the legal, business, and government sectors with a variety of professional services, including digital forensics, electronic discovery, and data preservation. His topic-"Redaction: What you Don't Know Can Hurt You" provided an overview for handling privileged information in the context of digital forensics investigations and the electronic discovery process. Dr. Manes discussed document production, redaction methods and challenges, clawback for privilege issues and solutions, and the defining and production of metadata.

The afternoon sessions gave attendees the choice between "Special Needs-Ordinary People," presented by Donna Bashaw, Esq. and "Technology-You've Got Mail," presented by Professor Jack Lerner.

Ms. Bashaw discussed the new legal specialty called Special Needs Law. Although this area of law overlaps in some areas with Elder Law it is more specialized. The session covered trusts, benefits, transition planning, promotion of independent living, housing, medical/health care, employment, education, advocacy/litigation, and capacity/guardianships/conservatorships.

Professor Lerner covered the effects of e-mail in our work and private lives, the redistribution of what might be a private e-mail, what cybersquatting means, and what clickfarming is. He also provided an update on the most recent court decisions regarding Internet law.

Saturday, October 10, 2009

Saturday morning again brought choices for attendees with two legal sessions. "Do the Right Thing" led by Professor Ronald Rotunda focused on helping legal professionals work through ethical challenges by providing a helpful decision-making process. "Industry Trends-9 to 5" presented by Judith Finnegan, provided insight into the future of legal support professionals by following up on the ALA's predictions regarding the future of the legal secretary as presented in their 2000 White Paper.

After a short break, Ede Ibekwe, Esq. presented "Diversity-And Justice for All," a session aimed at bringing to light how ethnicity and cultural differences play a role in professional development in the legal field.

After lunch, attendees again had a choice between two sessions. "Bankruptcy-Gone with the Wind" presented by William Lobel, Esq. covered the state of the general economy with specific emphasis on the real estate market and the likely changes to the Bankruptcy Code under the Obama administration. The second session was a Focus Group on "The Lean, Mean, "Green" Machine" conducted by Marie Ringholz, PP, PLS and Brynne Williamson, PP, PLS.

The final two sessions of the day again gave members a choice between "Computer Forensics-The Net" by Matthew Sant, Esq. and "Criminal Law-Traffic" led by Judge David Thompson and Judge Erick Larsh. Mr. Sant's session focused on the internet and what data tracks we leave behind and who may be out there with us. He brought sobering insight into the reality of who or what may be following us. We learned from Judges Thompson and Larsh that illegal drug use is now estimated to kill someone about every 30 minutes in the United States. Many of the more than two million people incarcerated in the United States today have serious drug problems. The criminal justice system has responded by developing treatment programs as alternatives to incarceration for non-violent drug offenders. The session provided an overview of both pre-trial and post-trial treatment alternatives, with particular emphasis on collaborative Drug Treatment Court programs.

YOU CAN GET YOUR NATIONAL DUES WAIVED!!

NALS members that sign up five NEW members within a 12 month period, beginning November 1, 2009, will get their national dues waived for the year (this excludes state and local dues). The five new memberships must be in the same category of membership as the waived member. For example if you are a regular member who pays \$98 national dues, then you must sign up five new members in that same category. The new members must report you as their sponsor when they submit their application to NALS and you must fill out the waiver that COMES IN your renewal notice when your dues are due. On the waiver form, you will indicate all five NEW members by name that you sponsored and submit it back to NALS. As long as everything matches up and all five new members have been acquired within a 12 month period then your national dues will be waived for the year and you will only be required to pay your state and local dues along with submitting the completed waiver form.

Then Pay It Forward, tell the five members you signed up that they too can get the following year's dues waived if they sign up five new members. Let's get excited about our association and share it with others that can benefit as well!



NALS Professional Development & Education Conference

March 11-13, 2010



Make an Impression at Your Office!

When you get back to your office after the Professional Development & Education Conference you will certainly have the knowledge to impress your co-workers...whether it is in the board room or at the water cooler, will be up to you. REGISTER NOW!!

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DID YOU KNOW?

Recycled Paper for Rule 2.101(a)(1) Compliance

Rule 2.101(a)(1) of the California Rules of Court requires the use of recycled paper for "[a]ll original papers filed with the court and all copies of papers, documents, and exhibits, whether filed with the court or served on other parties...". Recycled paper stock contains 30% post consumer fiber.



RESERVATIONS PLEASE

If your favorite thing to make for dinner is reservations, OpenTable can hook you up with the right date - on the calendar, that is.

Making reservations at your favorite restaurant can take mere seconds at OpenTable. Just visit www.opentable.com and search for a restaurant. Enter the specifics of your reservations, i.e. how many, day and time. If you are a new user, you'll be asked to enter your name, phone number and e-mail address as well. When you click on Complete Free Reservations, you are automatically connected to the restaurant's reservation system and your table is booked.

While this service is relatively new in smaller cities, it's huge in larger cities like New York, Chicago and San Francisco. It is also a great tool for travelers. If you are planning a trip, you can make a reservation in another time zone any time of the day or night without the hassle of long-distance phone calls.

OpenTable was recently awarded a 2009 Bon Appetit award for its creation of an iPhone app that gives real-time availability at eateries and e-mails out dinner invitations.

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REKINDLE YOUR LIGHT
Dee Beardsley, PP, PLS
NALS Past President (2008-09)

Sometimes our light goes out but is blown again into flame by an encounter with another human being. Each of us owes the deepest thanks to those who have rekindled this inner light.

--Albert Schweitzer

The book *May You Be Blessed* by Kate Nowak is not about religious beliefs. It is about joy, appreciation, kindness, and love and is filled with inspiring stories, beautiful photographs and life-changing insights. Ms. Nowak explains the inspiration behind the book in her introduction:

Excerpted from May You Be Blessed by Kate Nowak

It happened a few days after my father's death, in that mind-numbing period of adjustment after someone we love leaves us. Having gone shopping for necessities for my trip back to my own home, I was standing in an otherwise empty aisle of a large chain store when suddenly I sneezed, the last vestiges of an allergy attack I'd fought earlier in the week.

Almost instantly, from the next aisle over I heard a voice call out, "Bless you," and then another, and another, and yet another. All in all, in the span of only a few seconds, I counted eleven different voices coming from every possible direction in the store, some saying "God bless you," others using the word "gezundheit," but all blessing me, all calling good down upon me.

At first I thought little of it. After all the idea of blessing someone when they sneeze is rooted in superstition, an archaic belief that in the act of sneezing the soul is thrown from the body, and a blessing is needed for spiritual protection.

Today, it is usually offered as no more than a courtesy, a polite response that has come to be socially accepted and expected. But on that particular day, in the first few moments following all those blessings being called out to me, I began to notice a difference in myself: A slight shift in perception that left me feeling more connected and empowered than I had in days. It also left me, for the first time since my father's passing, more confident that everything would be all right.

Driving back to my father's house that day, I continued periodic "feelings" checks, marveling at how much stronger I felt. Later, sitting in my parent's kitchen for what would be one of the last times, I recounted the story to my stepmother. "Do you think any of them realized what they were saying?" she asked. "Or was it just out of habit?"

"Just habit," I answered with a shrug, thinking about what a shame it was that people could give such a needed gift as a blessing and not even be aware of what they had done. "It should be a habit, this business of blessing others," I said a moment later. "But it would be nice if people actually knew they could and were making a difference."

A seed was planted that day and two years later it sprouted, awakening me one morning to a gentle soul-whisper that poured forth as the words of a special

blessing. Feeling compelled to take pen and paper from my nightstand, I prodded myself into full wakefulness and then sat on the edge of the bed, like a secretary poised for dictation, pen ready to capture each syllable as the inspired words flowed into my awareness.

Because of the power of the internet, those words have since been sent across the planet and read by millions, and as a result, I have received thousands of letters from people telling me how May You Be Blessed has impacted their lives. And in each and every instance I have found myself blessed in return.

I have often wondered since if my newfound work as a dispatcher of blessings is the result of a serendipitous accident that placed me in a crowded store on a day when I was both prone to sneeze, and to listen to subtle nudges from the heart. Or was it, perhaps, that my father's gentle spirit was present that day, inspiring others to offer blessings so that I might be lifted up?

Of course, it is a question I cannot answer, but I do know that since that time my life has changed remarkably. Each day is now entirely centered on the act of blessing and I have come to recognize it not only as one of the most powerful and practical ways we have for reconnecting with each other, our world and life itself, but also the most phenomenal way possible to lead us to happiness and success. It is a discovery I now endeavor daily to share with all.

A blessing, I have come to realize, is a sweet release from pain; a sacred reminder that we are made of love and light and goodness and, as such, part of a greater and most wondrous whole. It is an ancient key to a successful and fulfilling life.

Today, whenever I share with others this phenomenal key, explaining how, as we each develop the habit of blessing others we are blessing our own lives, as well, I feel as if I have been given a wonderful gift. I realize once again how truly blessed I am. It is my hope that as you read this book and allow the words of this blessing to enter your heart, you will be blessed in return. I could not ask for anything sweeter to my soul than that.

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My thanks to all members of NALS of Orange County for your friendship and inspiration in 2009. Best wishes for a happy and blessed new year.



REMINDER FROM MAE GALVEZ, PLS

Just an announcement: Registration for the NALS Professional Development and Education Conference in Tulsa, OK, March 11–13, 2010, has started. Having been recently appointed, I will be with the 2010-2011 NALS Regulation/Certification Committee strategically planning for the year. I invite all the fabulous members willing to **Think Big** to join me.



IS THIS STILL GOOD?

The average family of four throws out nearly 122 pounds of food per month. However, many common perishables, including these staples, remain perfectly safe as long as a week (or even a month) past their sell-by date when stored properly, which is 40°F or below.

FOOD	GOOD FOR	TIP
Milk	1 week past sell-by date	Hit the dairy aisle before checking out to minimize the amount of time milk is left unrefrigerated, and store it on a shelf pushed far back, where the air is coldest.
Eggs	3-4 weeks past sell-by date	Store in their original container on a refrigerator shelf rather than on the door.
Hard Cheese (once opened)	2-4 months past sell-by date	Wrap in moisture-proof plastic or foil.
Yogurt	10-14 days past sell-by date	Yogurt is best stored at around 39°F. Don't be deterred by separation, just mix and eat.
Lunchmeat (sealed)	3-5 days past sell-by date	Store meat in the meat compartment. It is especially designed to keep cool air in.

Source: Prevention Magazine, April 2009

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Get the most out of your membership and take advantage of the NALS Online Learning Center! The most accessible CLE credits available and it is here for you.

All sessions (including the Online Study Group) will start at 6:00 p.m. Pacific time. There are going to be fewer sessions with more in depth topics so you can make the most out of your time. Take a look at the upcoming sessions and for more sessions look at the complete schedule and mark your calendars today!

Online Learning Centers sessions are scheduled to last about one hour while Online Study Group sessions are scheduled to last one and a half hours, and you are welcome to join chats already in progress. Contact Jay Moore at moore@nals.org to suggest a center topic, schedule a learning center session, or request a log of previous sessions.

Visit the Online Learning Center at: <http://www.nals.org/onlinestudygroup/index.html>

January 5 - Written Communications (Part 1)

January 12 - Office Procedures/Legal Knowledge (Part 2)

January 13 - Marketing

January 19 - Ethics, Human Relations (Part 3)

January 26 - Legal Knowledge (Part 4 - PLS, PP)

January 27 - Changes in Tax Requirements

February 2 - ALS Review

February 9 - PLS Review

February 10 - Membership

February 16 - PP Review

February 24 - Certifying Board - Test Taking Tips

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In addition to your driver's license and other important cards, keep an index card with these vital pieces of information on it:

- Your phone number and the name and phone number of your physician.
- Current medications, doses, and any allergies.
- Important medical information such as diabetes, asthma, or high cholesterol and any previous surgeries or hospitalizations.

Many people are unable to remember even their phone number when they are in pain or stressed. This information will help doctors give you the best care in an emergency situation.

*Source: Stanford School of Medicine Department of Surgery,
Division of Emergency Medicine*



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Be a Part of the NALS Community

What is the NALS Community?

It is an on-line community made up of legal professionals—Legal professionals who are eager to exchange information and ideas about anything or everything.

Who can join the NALS Community?

Anyone can join the NALS Community. To be a part of the NALS Community, go to: <http://nalsnet.ning.com/>

Does it cost anything to join the NALS Community?

The NALS Community was created using a free service called Ning to host the community. There is no cost to you for joining.

What kinds of topics are discussed on the NALS Community?

Topics range from future conferences, webinars, employment tips, marketing yourself, Major League baseball, etc. You can post comments to existing topics or you can start a new discussion on any topic.

What are the benefits of joining the NALS Community?

You can network with some wonderful people. You receive a lot of helpful information. You can check out the NALS Community 24 hours a day / 7 days a week.

What are other features of the NALS Community?

You can send a private email to anyone who is part of the NALS Community. You can post photographs of anything (please keep it clean). You can use Ning to host your own social network with your friends and co-workers. Also, the NALS Community is a good way to bounce ideas off of one another without anyone having to travel or to call someone which is, of course, a great feature during these tough economic times.

When you get there, search for the NALS of Orange County Group and join us!

The NALS Community is user-friendly. So, what are you waiting for? Be a part of the NALS Community now!

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NALS of Orange County is an Amazon affiliate and, when purchases are made with the link from our website, our chapter receives a small percentage of those purchases. Our chapter has elected to donate the money received on a quarterly basis to the NALS Foundation, the educational arm of NALS. For more information about the Foundation, please click on www.nals.org/foundation.

Thanks for your support of NALS of Orange County and the NALS Foundation!



GATHER NO MOSS

The music world has long recognized the lasting power of a good proverb. Hank Williams' 1949 song "Lost Highway," which contains the line "I'm a rolling stone," and Muddy Waters' 1950 "Rollin' Stone" reportedly provided inspiration for Bob Dylan's 1965 "Like a Rolling Stone." In 2004, Dylan's hit was named the "Greatest Song of All Time" by Rolling Stone Magazine. The number two song was "Satisfaction" by - wait for it - The Rolling Stones!



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TELEPHONE NUMBER IS CHANGING !!!

Effective December 4, 2009 the telephone number for the VCIS system is changing; the new number is:

866-222-8029

Other differences associated with this change are:

- * When connecting to the new and improved VCIS service, you may now listen to case information in Spanish. After connecting to the service using the new number, enter 2 for Spanish when prompted.
- * The Bankruptcy Court for the District of Nevada now shares the service with other courts; to listen to case information specific to the Nevada Bankruptcy Court, enter 10.
- * Entering case information is now a two step process:
 1. First, enter the four digit year (ex: 2009)
 2. Next, enter the five digit case number (ex: 32312)

If you experience any difficulties using the new service, please call ECF Support at 866-232-1266



Someone in your community deserves this prestigious award!

The Scales of Justice Award is an award presented by the NALS Foundation to recognize persons or entities who

- Improve access to justice
- Improve the quality of legal services
- Promote the legal profession
- Support the community where they work and live

Who to nominate:

- Judges who remove impediments in the court systems to support access to legal assistance for low income persons
- Attorneys who provide pro bono services
- Attorneys and bar associations who develop high school mock trial programs
- Firms or legal professionals who make contributions to law-related education for youth
- Attorneys or bar associations who make contributions to law-related education for the elderly
- Firms, attorneys, or legal professionals who volunteer services to improve their communities
- Media (print and audio) who feature “good news” stories about judges, attorneys, legal professionals or the legal profession.

Who can submit nominations?

Individual members of NALS, chapters, or state associations can submit a nomination. The submitter will be named in all publicity (unless anonymity is requested). The process is easy and you can submit your application at any time. [You can submit the nomination online](#). If you prefer to mail or fax your nomination, use the nomination form in [PDF](#) or [Word](#) format. Submission instructions are included on the form.



NALS President-elect
Patricia E. Infanti, PP, PLS

Challenges YOU to



And join the 2010-2011 Leadership Team!

THINK BIG! Be part of the 2010-2011 NALS Leadership Team and take an active role in leadership service. No prior experience is necessary! Participation on a NALS committee will enhance your personal goals and professional growth, plus give you a clearer understanding of the inner workings of NALS.

Most of the NALS committees hold monthly meetings in the NALS Online Learning Center and communicate with each other via e-mail, an economical and “green” way to function as a committee. Though not mandatory, the national committees are encouraged to meet at the Professional Development Conference in March (March 11-13, 2010) and at the National Forum in Branson, Missouri (October 20-24, 2010).

It is thrilling and exciting to be part of the NALS Leadership Team. You will have FUN getting to know other NALS members from around the country and will gain a sense of pride and accomplishment seeing your work come to fruition. Accept the challenge to make a difference!

@Law: This committee oversees the publication of NALS’ quarterly magazine and the monthly publication, e-Learn@NALS. The committee’s responsibilities include identifying and securing suitable authors for articles, proofreading articles, proofreading full magazine text, and preparing monthly editions of e-Learn@NALS.

Certifying Board: This committee consists of at least nine NALS members who serve for at least two years and who must be a PP or PLS in good standing. Two non-NALS members also serve on the Certifying Board. Although a PLS may fall under the category of “voluntary recertification,” she or he must recertify in order to serve on the Certifying Board. In order to receive exam-related training (including statistics and exam preparation), it is imperative that during the two-year term Certifying Board members are available to attend each Professional Development conference held in Tulsa in March. Members of the Certifying Board are prevented from teaching any subject related to the certification exams while on the Certifying Board and

for two years after their term expires. The Certifying Board is responsible for all issues directly related to the certification exams.

Education: This committee provides educational programs for NALS members, including legal training courses and certification study materials. There are three subcommittees that fall under the Education Committee umbrella: (1) the Education Seminars subcommittee develops, updates, and maintains materials that can be purchased by chapters/states/regions/law firms/schools; (2) the Education Products subcommittee is responsible for preparing and updating Mock Exams and Resource Manuals for various NALS certifications; and (3) the WebEd subcommittee is responsible for the topics and speakers of NALS webinar programs throughout the year. Some of the projects the Education Committee is responsible for include: arranging for education and professional development track sessions and speakers at the Professional Development Conference; arranging for education speakers at the National Forum; coordinating the Online Learning Center topics and the Online Study Group, as well as the NALS CLE Award, and Basic and Advanced Legal Training Courses.

Future Leader Development: This committee is new for the 2010-11 year. Conceived as a continuation of NALS University (the leadership sessions held in Tulsa), this committee's responsibilities will include, among other things, providing seminars or programs via Webinars, the Online Learning Center, or other venues specifically geared toward instructing and cultivating the future leaders of NALS.

Marketing: This committee is responsible for coordinating the NALS newsletter, "Leading the Way." Marketing also coordinates E-News, the twice monthly newsletter sent to NALS members via email. Promotion of the various NALS programs is key. The Marketing Committee assists with the promotion of the NALS Award of Excellence, sponsors the Jett Awards which showcase state and chapter achievements, promotes the professional development and national forum conferences, and is responsible for the NALS marketing blog and other programs to promote public awareness of NALS.

Membership: This committee's responsibilities include assisting state and local membership chairs in recruitment and retention of NALS members. The Membership Committee promotes membership in this multi-level association, prepares and reviews all membership brochures and materials, promotes student membership, and promotes diversity in the membership of NALS. New to the Membership Committee is the Young Leader Professional subcommittee which tackles the issues and concerns of the young professional in the legal industry.

Regulation/Certification Committee: This committee monitors regulatory activity across the country and keeps NALS members up to date on what various states are doing in the regulation arena. Regulatory activity means either state legislation or rules proposed or adopted by state bar associations or state courts that would regulate how legal support professionals do their jobs, and in some instances who may work in a position with a certain title, such as paralegal.

Text Development: This committee is responsible for drafting, reviewing, and revising the Basic Manual for the Lawyer's Assistant, the Advanced Manual for the Lawyer's Assistant, and accompanying workbook materials and instructor's materials.

NALS Foundation Board of Trustees: The NALS Foundation is an educational foundation dedicated to improving the value of the legal professional through education, research, and other activities. Foundation trustees are responsible for internal and external fundraising and developing collaborative support for its programs. The NALS Foundation funds keynote speakers at educational conferences, awards grants to chapters, states, and regions, and sponsors the Leadership Recognition and Scales of Justice Awards.

The NALS President does not appoint the Foundation Trustees; they are appointed by the Foundation Chair. If you are interested in serving on the Foundation, we will notify the Foundation Chair of your interest.



NALS LEADERSHIP COMMITTEE PREFERENCE 2010-2011

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Yes, I want to THINK BIG! and join the 2010-2011 NALS Leadership Team!

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			Certifying Board
			Education
			NALS Future Leader Development
			Marketing

1	2	3	Committee
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			Text Development
			NALS Foundation, please forward my interest to the Foundation

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List your certifications: _____
 Do you consider yourself "technologically savvy"? _____

While not mandatory, attendance at the Committee Orientation on March 11, 2010, is encouraged. You'll meet with your fellow committee members and set the agenda and calendar for your year on the committee. You will also have a LOT OF FUN! Will you be able to attend this meeting? (Yes or No) _____

Please return your completed committee preference form to:

Patricia E. Infanti, PP, PLS
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 Philadelphia, PA 19103-7599
 Email: infanti@ballardspahr.com (W)
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Join me on the NALS Leadership Team! I look forward to working with YOU.



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