

# THE LEGAL EAGLE

*The latest news and updates for our members.*



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## Upcoming Events

**DATE** March 15, 2018

**SUBJECT** Dinner Meeting:  
The Evolving Role of the Legal Secretary



**DATE** March 21, 2018

**SUBJECT** Lunch & Learn:  
Putting the "Professional" Back in Professionalism



**DATE** April 19, 2018

**SUBJECT** Dinner Meeting and Installation:  
What the What?! - When Your Non-Criminal Law Attorney Decides to Handle a Criminal Matter



## President's Message

by Brenda Bracy, CCLS

I want to wish everyone a Merry Christmas and Happy New Year. I hope everyone enjoys the holidays with your loved ones and your time off work. In this profession we work a lot of hours, and it helps to have extra time off to regroup and relax.

As we say goodbye to 2017, I am thankful to all of you in helping make our organization such a great organization to be a part of. We have so many people that give their time unselfishly to all of our causes and it makes me proud to be a part of it. I have enjoyed getting to know many of you who have attended the monthly meetings and the various events that we have had this year. I look forward to seeing everyone next year.

Besides attending the monthly meetings, our members have given generously of their time and money in our many projects we have had this year.

We had many very successful fundraisers this year.

First, Crystal Rivera designed and sold t-shirts. We participated in a Paint Nite along with Placer County LPA and made a little bit of money. Our annual Reno Bus Trip had many sponsors and donations and SLSA made a very good profit. All who attended had a great time. Being a part of the committee gave me a whole different perspective on what goes on behind the scenes.

It was a lot of work, but very rewarding at the same time. I enjoyed working with all of the other committee members and would do it again in the future. We even had a few of our vendors join us this year.

SLSA participated in a donation drive for My Sister's House this year. After having them as a speaker, the members were so touched by their story, that our Charitable Projects Chair, Gisele Mitsuk, wanted to put together a donation drive for them.



This is a great organization, and I know they appreciated what we did for them. I hope we can do another drive next year.

Gisele Mitsuk did a fabulous job in putting this drive together.

Our Fairytale Town event was also very successful. Deseree Aguillen does an amazing job organizing this event, and this year it was well attended. We had many families come through and our volunteers did a great job as usual.

Our Programs Chair, Lynne, Prescott, CCLS put on three Lunch & Learns this year which were well attended.

The courts are ever changing and it is challenging to keep up with all of the changes. The courthouses move, the hours change, and court rules are always changing. We provide the court update information to you in the Bulletin so you can keep up with the never ending changes.

If any of you have a topic you want covered, please let us know. We are always looking for new speakers and your feedback is important to us.

Please feel free to contact me if you have any questions, suggestions, or comments to [president@slsa.org](mailto:president@slsa.org).



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## Governor's Report

by Jan Ainsworth

LSI's Second Quarterly Conference was held November 10-12, 2017, at the Lions Gate Hotel & Conference Center, McClellan, California. Nine SLSA members were in attendance; ten CEC/LSS seminars were attended; SLSA participated in Interclub Game Night(s) and also donated gift cards and a tee shirt as well; SLSA chairpersons responded to all 16 of the LSI Quarterly Directives in a timely manner for a total of CAPS earned at November Conference in the amount of 1,300 points; and a good time was had by all.

Effective February 2018, there will be a new schedule in place for quarterly conferences. Those changes are as follows:

Friday - there will be a CEC seminar, reception, and no LSS workshops;

Saturday - there will be a CCLS class 7:30-8:30; BOG meeting 9-10:30; two LSS workshops from 11-12; lunch 12:15-1:30; an LSS workshop from 3-4 and another LSS workshop from 4:30-5:30;

Sunday – Brunch 9-10 with BOG meeting; and a second session only if necessary 11-conclusion.

There is a new appointment in town. LSI announced a newly appointed LSS Webinar Coordinator – Renee Evans, CCLS, of San Diego County LSA.

Of Particular Interest: The results of the online survey regarding receiving The Legal Secretary magazine online versus mailed copy was 73% in favor and 27% against. Expect an online option February 2018.

Please Note: If you do not opt out of the electronic version and specifically request the hard copy, you will receive the electronic version.

We were reminded to visit the LSI website at every opportunity as it contains a huge amount of information for members and nonmembers alike so we are able to keep up to date with the Legal Procedures Blog, utilize the local association events page, online educational workshops and webinars, local association marketing kit, and member benefits. US Legal Support has once again graciously offered to pay your LSI dues. A link to their form is posted on the LSI website in the Members Only section under US Legal Membership Offer.



Jan Ainsworth at November Conference

# Governor's Report, continued

The LSI increase in per capita and inclusion of LSS membership was discussed. Later, at the Governors lunch, after a rousing email exchange pre-conference, the Governors presented a united front to Executive Secretary, Lynne Prescott, CCLS, of Sacramento LSA, explaining that no association was in favor of a \$20 increase; some were favorable to a \$5 increase, and some were favorable to a \$5 increase with LSS section membership. After a stirring discussion, it was decided there and then that there will be no increase in per capita and no Bylaw Amendment to come re same at February's conference.

CCLS Chair, Terrie Quinton, CCLS, congratulated the seven members who passed the September 2017 CCLS exam. Congratulations to our very own SLSA Member, Karen Zeitvogel, CCLS. Well done! Well done! Karen, if you are reading this, please attend a monthly dinner meeting so we may properly congratulate you.

At Brunch we had a very lovely attorney/author named Erin Lyon from Auburn, California. She was discussing her book I Love You\* "Subject to the following terms and conditions." She described it as a romantic comedy about Kate Shaw, a 30-something starting over as a new lawyer. The twist is that, in this slight alternate reality – marriage does not exist. All relationships are based on 7-year contracts which can renew or expire (or, more likely, wind up breached). Erin was very entertaining and had a few books to give away. I immediately went home and ordered two online from Amazon and you should do the same. Looks like a fun read - Just sayin'. You can learn more about Erin at [www.erinlyon.net](http://www.erinlyon.net).

## CHAPTER ACHIEVEMENT CHAT

– CAPs earned as of November 2017: 39,650.

Chapter Achievement Points ("CAPs") are earned by each local Association; and, at the end of each fiscal year a contest is held at the state level and an award is given. I know, blah blah blah; but, still, I urge you to take a look at the CAPs submission form online or in your bulletin and see how you can boost our points and assist SLSA for the win at annual. You may submit your form online at SLSA's website or email me directly ([governor@slsa.org](mailto:governor@slsa.org)).



Donna Day, Tammy Hunt, CCLS, and Jessica Patton at November Conference

### ***You must submit so we can beget.***

A new motto perhaps? Hmmm. I wonder. Every point counts so please do your part. Send me your CAPs even if you are not sure whether or not your participation counted. I will count, decide according to guidelines, and track. CAPs are captured only through our fiscal year. This fiscal year opened April 1, 2017 and will close on March 31, 2018. Thank you one and all.

# Member News

Welcome and congratulations to the following new SLSA members

### ACTIVE MEMBERSHIP

**Jacquelyn Castillo** – Jacquelyn is a legal secretary at Boutin Jones Inc., and has been employed as a legal professional for 39 years. She specializes in arbitration, business/corporate law, litigation, probate/estate planning, and real estate law. She celebrates her birthday on June 13. Since being inducted, Jacquelyn is now at Sacramento Municipal Utilities District.

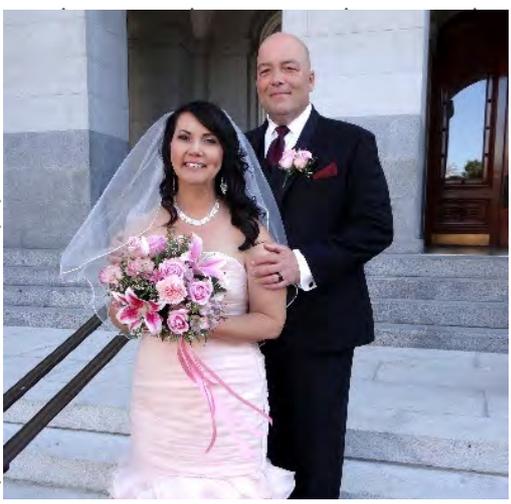
**Jamie Raymond** – Jamie is a legal secretary at Bohm Law Group, Inc., and has been employed as a legal professional since 2006. She specializes in litigation and employment law. She celebrates her birthday on January 12.

**ON THE MOVE:** **Jessica Colgan** is now at Atkinson Andelson Loya Ruud & Romo.

### CONGRATULATIONS

To **Serena Heller** (formerly Phillips) who got married in December. Serena and Michael had gone to high school together, but it had been over 20 years since the last time they talked when they ran into each other one night by chance. They started dating and things took off from there. They were married in December in Fort Brag on a bluff overlooking the ocean in a very small, private ceremony. Michael has one son, who is 6 years old, who lives with them ½ time. They have settled down in Lincoln, where they both graduated from high school.

To **Terry Olson** who got married on September 22. A few words from Terry: I was so thrilled and soooo happy when I got engaged on June 10th while on an outing on one of those champagne brunch cruises out on the San Francisco Bay! We had been talking about getting married and I guess it was finally the right time after several years together. We quickly put together a wedding and tied the knot on September 22, 2017 with close family and friends watching us as we took our vows on the steps of the California State Capitol and had our reception at a local winery storage venue in Sacramento. Who knew Sacramento had such a gem hidden! My handsome husband Vasilios, is Greek and his parents migrated from Greece to New York where they eventually owned a Dry Cleaners and his dad was a tailor. Vasilios was born and raised in New York City, then went into the military; and then telecommunications which landed him in Sacramento and eventually owning a couple of lucrative motorcycle businesses that he loved but has since retired from a couple of years ago. While planning our wedding, and just a couple of weeks before we said our "I do's" we found a house in Plumas Lake, made an offer and the seller accepted! We made the announcement at our wedding that we bought a home which our parents were thrilled to hear even at our age, lol. We literally started packing 3 days after we got married and moved into our new home in mid-October. My son Carson lives with us and enjoys his new home. So now, when we have family/friend get togethers; you can hear laughter and chatter in English, Spanish, and Greek! And if anyone stops by, plan on having either chips and salsa or spanakopita set out to enjoy! I still work in downtown Sacramento at Bartkiewicz, Kronick & Shanahan and just had my 18 year anniversary. Life is good!



Terry and Vasilios on the Capitol Steps

Family Photo

Bride carried over the threshold

# 2017 Paint Nite

## Inter Association Event with Placer County LPA



# Charitable Project Report

## My Sister's House

By: Gisele Mitsuk

Thank you everyone that contributed to our donation drive for My Sister's House. Our membership brought together many helpful donations of toiletries, household goods, office supplies, clothes and a couple of (new) pillows! Nilda and Jasmeen of My Sister's House were very appreciative of your generosity. It takes a great amount of empathy and compassion to give and share what we've worked hard to earn, but those that are less fortunate will benefit from our sharing and caring hearts!



Brenda Bracy, CCLS with Nilda of My Sister's House

Without further ado, thank you: Jan Ainsworth (office supplies); Elizabeth Madden, CCLS (sample size make-up, perfume, toiletries, Jamba Juice card, and a purse); Brenda Bracy, CCLS (office supplies and clothes); Shannon Kline (clothes); Gisele Mitsuk (office supplies, trash bags, fabric softener); Crystal Rivera, Corene Rodder and Jennifer Estabrook (two new pillows, laundry detergent, and a bankers box full of full-size shampoo & conditioner bottles, Q-tips, deodorant, and bar soap).



Donations

This is only half of what was donated!

**SLSA would like to thank all donors! Any omissions are unintentional. We want to recognize all!**

# 2017 Reno Bus Trip

The Reno Bus Trip this year was everything Italian right down to the hats and aprons for the support staff. Everyone received a great omaggio (gift) bag filled with goodies, games, and an Italian flag.

Everyone had a great time on the trip. Tristen of Capitol Digital brought a box of yummy doughnuts for breakfast! After we picked up the second group in Citrus Heights, and had our bartenders on board, we started serving libations and selling raffle tickets.

Our MC and Game Show Host was Corene Rodder, who did a terrific job! We started the trip with a door prize winner of a \$100 VISA card!

The first game of the trip was "Find Someone Who . . ." Participants learned a lot about their seatmates. We discovered that not one person on the bus disliked chocolate and we were surprised by how many were scared of the dark.

Our second game was "Who Am I?" where one person would hold up a card against their forehead with the name of a famous Italian and the people across the aisle from them would shout out clues to help them guess which famous Italian name they were holding.



We had Leonardo DaVinci, Joe Pesci, Jay Leno, Sophia Loren, and Christopher Columbus. This game was loud, and was full of laughter. Everyone who successfully named their famous Italian received a free raffle ticket. The third game was a twist on Let's Make a Deal, where three winners got to pick one box out of three. First, in order to pick the three Let's Make a Deal players, we played "What's In Your Backpack/Purse?" The three finalists for Let's Make a Deal were whittled down to those people who had the most items in their backpack/purse.



By the time we finished our games we were winding our way past the mountain and down into Reno. Some enjoyed visiting the Italian Festival held on Virginia Street in front of the Silver Legacy, some enjoyed playing at the tables, and others a bit of both. The day was gorgeous, the booths were varied, and the food was fabulous. We left Reno around 4:30 p.m. and headed back to Sacramento.

# 2017 Reno Bus Trip Continued

On the way back, we played a couple of games of ITALY (Bingo Italian Style), along with drawing the winners of the many raffle prizes. The rest of the ride home was pleasant and we were sorry to see it end. Next year let us FILL THAT BUS! It would be fun to see a full bus of everyone raising their Italian flags and having a great time. Watch for us to be announcing a save the date for October 2018!



## Thank you Sponsors!!!

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**Stoel Rives LLP**  
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Corene Rodder  
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 Elizabeth Madden, CCLS  
 Jan Ainsworth  
 Lacy Monserrat, CCLS  
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# October Dinner Meeting

By: Lynne Prescott, CCLS

October's guest speaker was Coral Henning, J.D., MLIS, Director of the Sacramento County Public Law Library, who spoke on the topic of "What You Didn't Know (but Definitely Need to) About the Law Library." Following are some interesting and little-known facts about the Sacramento County Public Law Library ("SCPLL") shared with us by Ms. Henning.

A portion of all civil filing fees goes to support the public law libraries.

Approximately 75% of all users of the public law library are from the general public.

There are 8 law librarians in the SCPLL.

The SCPLL has evening hours.

There are 11 public, no-fee-to-user, computers in the SCPLL.

All secondary sources are free to users.

NOLO E-Books can be accessed from the SCPLL for free.

A SCPLL card is required to borrow law books from the library.

The SCPLL has a Civil Self-Help Center, with one staff attorney and a bilingual paralegal, which delivers services via workshops and one-hour same-day appointments. There is also a Discovery Workshop and Lab for people who do not understand the discovery process.

The SCPLL holds "Lawyers in the Library" free, 20-minute consultations, which are conducted by lottery. These free consultations are provided by volunteer lawyers from all over the Sacramento area.



The SCPLL provides free forms (Judicial Council, Local Court, etc.), but DOES NOT OFFER ASSISTANCE WITH FILLING OUT FORMS.

The SCPLL has free case cite document delivery (up to five per day), which you can request via telephone or e-mail. Delivery via e-mail.

The SCPLL offers MCLE classes, Westlaw and Nexus classes, MS Office for Legal Professionals series, and screencasts (20-minute sessions).

The SCPLL has conference rooms available for rent.

The SCPLL does not offer or dispense legal advice, but they do provide legal information. The SCPLL does not offer legal referrals.



Coral Henning, J.D., MLIS, Director of SCPLL  
and Lynne Prescott, CCLS

# October Vendor

In October we were fortunate to have Jenoa Derdowski of U.S. Legal Support, Inc. for our Vendor of the Month. Founded in 1996, U.S. Legal Support, Inc. is a privately held company with offices located across the United States.

It is the only litigation support company that provides court reporting, record retrieval, litigation, eDiscovery and trial services to major insurance companies, corporations and law firms nationwide. U.S. Legal's management team and division presidents are experts in the litigation services industry. All are involved in the day-to-day processes and have the autonomy to make immediate decisions regarding client questions and concerns. They have the tenure and the proven ability to organize resources, resulting in long-term client relationships. With over 75 offices across the country, U.S. Legal has the ability to provide national resources and local expertise.

Contact Jenoa at [derdowski@uslegalsupport.com](mailto:derdowski@uslegalsupport.com) to learn more!



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# 2017 Halloween at Fairy Tale Town

Thanks for all the candy donations!





JESSICA PATTON is a legal secretary with the law firm of Spinelli Donald & Nott in Sacramento. Jessica will be celebrating six years in the industry in 2018. When Jessica is not in the office she enjoys playing tennis, photography and spending time with friends and family.



## *November 2017 Quarterly Conference* McClellan, California

By Jessica Patton - Submitted by Sacramento LSA

I am fairly new to the legal field as I started as receptionist in 2012 for the Spinelli Donald and Nott law firm. After starting with the firm, shortly thereafter I was registered and completed SLSA's Basic Legal Secretary (BLS) course, which gave me my first glimpse of the legal world. Five years ago, the words ROE's, statutes and torts seemed like a foreign language to me, but after taking the course, I was quickly promoted to an assistant within my firm. After two years of working for associates in the civil litigation field, today I am the assistant to the managing partner and a senior associate. I owe much of my success to the basic skills I learned to the BLS course. Since the BLS course, I have been a member of the SLSA now for 5 years and have attended dinner meetings and participated in the organization's State and Federal Day in Court events as a co-chair.

This year I was lucky enough to have the opportunity to attend the LSI Quarterly Conference as SLSA's scrip winner! The Placer County Legal Secretary Association hosted the Conference at the Lions Gate Hotel and Conference Center on Veteran's Day weekend with a range of festivities, seminars and workshops. There was a feeling of nostalgia to have the pleasure of being on the McClellan Air Force Base on Veteran's Day weekend.

The event kicked off with a CEC seminar where we played Legal Jeopardy and our team won! Our team was awarded \$10 Starbucks gift cards. After winning jeopardy, I was able to meet a few new vendors and pick up some swag from companies throughout California. After, PCLSA hosted the reception with delicious finger foods and cocktails.

Saturday morning, I attended my first Governors Meeting at the Conference Center with Governor, Jan Ainsworth, who was a first-class mentor over the weekend. Following the Governors Meeting, I attended a Legal Specialization Section Workshop with speaker, Mary-Beth Moyan of McGeorge School of Law regarding citations, cite checking, the California Styles Manual and the Blue Book. The fun really started that evening at the banquet in the ballroom of the hotel. Everyone was dressed to impress and a USO-style show starring the Fred Morgan Big Band was the entertainment for the evening. The conference wrapped up Sunday morning with a wonderful brunch where author and attorney, Erin Lyon pitched her first book, "I Love You\* Subject to the Following Terms". Erin Lyon adds tidbits of the funny stories that every law professional can relate with to her journalism. After the conference, I ordered the book and could not put it down!

This conference was truly an inspiration to me. It was inspiring to see women and men in this profession that are truly dedicated and take passion in their careers. I am now motivated to take the CCLS exam next October and continue to further my education with SLSA. I would highly encourage both entry level and well-seasoned legal professionals to attend a conference of their own, you will not be disappointed!

A special thank you to SLSA for including me in the event and to Governor, Jan Ainsworth for mentoring me in the duration of the conference.

# November Dinner Meeting

By: Lynne Prescott, CCLS

We were pleased to have Legislative Advocate Jennifer Tannehill, from [Aaron Read & Associates](#), as our guest speaker. Jennifer has served two governors and six legislators in several capacities. In addition to her experience in both houses of the Legislature and the Governor's office, Jennifer has served candidates for office as an account manager for a prominent political fundraising team, giving her insider knowledge of Sacramento and a broad perspective of state government and politics. Jennifer talked to us about "The Legislature and the Law: You Can't Have One Without the Other."



Jennifer Tannehill and Lynne Prescott, CCLS

All laws start out as proposed legislation (a "bill"), and must go through the cycle of introduction, legal and legislative analysis, fiscal review, committee hearings, amendments and re-writes, voting in both houses of the Legislature, review by the Governor, and enactment or adoption of the bill. All bills adopted/enacted are considered "chaptered" bills, which then become codified as statutes.

Depending on their effective dates, most bills become effective on January 1st of the next calendar year; however, some bills become effective immediately. This is important to note in the practice of law, as well as in law enforcement, as the effective dates of new laws can impact the legal system significantly.

Jennifer researched bills specifically pertaining to legal secretaries and paralegals and found none pending for the current legislative session.

As we have seen in the past, however, proposed legislation is regularly introduced that affects court reporters, court clerks, process servers, attorney services, e-filing vendors, paralegals and legal support staff, attorneys, judges, and the courts in general.

Changes to the California Code of Regulations also affect the practice of law and how business and organizations are regulated in California. Keeping this in mind, it's a good idea for us to be aware of pending legislation and regulatory changes, not only for our clients and law offices, but for organizations such as SLISA.

The Department of Consumer Affairs oversees many professions through boards and commissions appointed to regulate specific professions. Jennifer posed some interesting questions about this:

- \* Should state government regulate the legal secretary and paralegal professions?
- \* Is current oversight providing adequate public protection?
- \* How would oversight be provided for optimum consumer protection and with the best outcomes for the profession? What do other states do?
- \* What fees would be required of legal secretaries and paralegals to make that happen?

Thought-provoking questions and interesting information, to be sure. Thank you to Jennifer and Aaron Read and Associates for sharing this educational and insightful subject material with the members of SLISA.



AARON READ &  
ASSOCIATES, LLC.

*Congrats!*

# ANNE FRENCH

2017 Legal Professional of the Year



Anne French and husband, Scott French

*Congrats!*

# LINA BALCIUNAS COCKRELL

## 2017 Boss of the Year

Nominated by Lynne Prescott, CCLS



2017 Boss of the Year accepting her award from Elizabeth Madden, CCLS



Anne French, Elizabeth Madden, CCLS, and Maryanna Rickner

# 2017 Mock Trial

## The People v. The Witch

By: Lynne Prescott, CCLS

This year's Holiday Mock Trial was the second installment from The Fairytale Courtroom series, written by Dana Proulx and adapted by Lynne Prescott, CCLS. The case of "The People v. The Wicked Witch" was heard before The Honorable Ida Dunn Hungum before a jury of peers from the Realm.

The Wicked Witch, also known as the Wicked Witch of the West, the Evil Queen, Maleficent, and the Old Crone Witch, was tried on the following charges: three counts of harassment, conspiracy, and destruction of property; two counts of kidnapping, attempted murder by cannibalism, attempted murder by poisoning, attempted murder by arson, participation in slavery; and, speeding on her broomstick.

Prosecutor for The People painted a picture of a notorious woman who was "single-handedly the most heinous villain in all the Realm." In her opening statement, the District Attorney demanded that, "We must take a stand now and prevent any further atrocities. She must be foiled in her attempts to prevent the citizens of this Realm from living happily ever after!" Meanwhile, Defense Counsel painted a different picture, stating that, "My client is no criminal. Rather, she is a victim of misunderstanding and was only trying to defend what is rightfully hers and protect herself." In the end, the jury felt that the Wicked Witch was, indeed, guilty on several of the charges, but acquitted her on others.

The Wicked Witch was led screaming from courtroom by the Bailiff, shouting curses upon all who were present. Of course, all fairytale courtrooms are spell-proof, so no one was harmed.

As you can see from the pictures on the following pages, this year's Holiday Mock Trial was another stupendous success! The costumes were amazing, and everyone truly embraced the spirit of the Mock Trial. Thank you to the amazing cast and the SLSA members who volunteered as jurors.

Judge Ida Dunn Hungum – Mary J. Beaudrow, CCLS	Wicked Witch of the West – Pamela Lee, CCLS
Bailiff – Lynne Prescott, CCLS	Old Crone Witch – Corene Rodder
District Attorney – Marci Frazier	Maleficent – Elizabeth Madden, CCLS
Court Clerk – Brenda Bracy, CCLS	Evil Queen – Heather Rodriguez, CCLS
Defense Attorney – Jan Ainsworth	Hansel & Gretel – Don & Maryanna Rickner
Scarecrow and Magic Mirror – Crystal Rivera	Sleeping Beauty – Kelly Leca
Flying Monkey – Gisele Mitsuk	Snow White – Hailey Rodriguez
Dorothy Gale – Kim Bogie	Prince – Luke Patterson



# 2017 Mock Trial



# 2017 Mock Trial



# 2017 Mock Trial



# Charitable Project Report

Sacramento Legal Secretaries Association  
Charitable Project Report

Christmas 2017  
Beneficiary: Loaves & Fishes



Thank you everyone that contributed to our donation drive for Loaves & Fishes! The stocking donation drive was an immense success! Our membership and those we work with brought together many helpful donations of toiletries, socks, gloves, scarves and more! The receiving team at the Loaves & Fishes dock was not expecting several boxes full of stockings. **Once they saw how many stockings we were delivering, they brought out a forklift to transport all of the stockings.** At the Christmas holiday season it means a lot to those that have little to receive the gifts we can provide for them. Thank you for your kindness, empathy and compassion in giving and sharing what you've worked hard to earn!



Without further ado, THANK YOU to ALL of our generous donors: attorneys and staff of SOMACH SIMMONS & DUNN; Rebecca Lerma, Penny Stauffer, Carolyn Aschenbrener, Marilyn Sykes, and Susan Hodam of STOEL RIVES; Gisele Mitsuk; Shannon Kline of E\*TRADE; Elizabeth Madden of DOJ; Lydia Sandoval of AVON; Robin Barca of ATKINSON-BAKER (vendor-of-the-month for December 2017); and last but not least, our own SLSA President, Brenda Bracy of BOUTIN JONES.



Donations. More than 60 stockings for men, women and children, plus many additional toiletries!

A special thank you to our stocking stuffers:

Rebecca Lerma, Maryanna Rickner,  
Luke Patterson, Dawn Forgeur, CCLS,  
Corene Rodder, Brenda Bracy, CCLS,  
Crystal Rivera, and Gisele Mitsuk.



SLSA would like to thank all donors!  
Any omissions are unintentional.  
Please let us know if we missed you so that we can say thank you.

**Important note about your donations:**  
Loaves & Fishes is a 501(c)(3) non-profit

that relies solely on private donations and is located in Sacramento. This means your support really makes a difference in our local community. Thank you for all that you have contributed!

<http://www.sacloaves.org/about>



-The Stocking Stuffer Squad-

L-R: Gisele Mitsuk, Crystal Rivera, Luke Patterson, Rebecca Lerma,  
Corene Rodder, Dawn Forgeur, CCLS.  
Kneeling: Brenda Bracy, CCLS and Maryanna Rickner



Gisele Mitsuk  
Sacramento Legal Secretaries Association  
Charitable Contributions Chair  
[gmitsuk@gmail.com](mailto:gmitsuk@gmail.com)



# December Vendor

The vendor of the month was Robin Barca of Atkinson-Baker, who also generously donated to our Loaves and Fishes Christmas Stocking project. The president of the company, Ms. Sheila Atkinson-Baker, has been a professional court reporter for over 35 years, five of which she served as a court reporter in the federal district court. She is a Registered Professional Reporter and has served on the Board of Directors of the California Court Reporters Association. The company has grown from a handful of employees to a staff of over 170 and a court reporter base that exceeds 1,200.

Atkinson-Baker handles depositions throughout the United States and in many other countries when the need arises. In fact, every hour of the business week they are doing an average of eighteen depositions somewhere in the world. In 1992 and again in 1993 they were cited by Inc. Magazine as one of the 500 fastest growing companies in the United States. Atkinson-Baker has also been listed four times in Inc. 5,000's annual ranking of the fastest-growing privately held companies in the United States. For more information on Atkinson-Baker and their services, please visit <https://www.depo.com>.



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Robin Barca | [rbarca@depo.com](mailto:rbarca@depo.com) | 916.247.0021 | [depo.com](https://www.depo.com)

# Sacramento Legal Secretaries Association

Dinner Meeting • October 19, 2017



**Courtyard Marriott**  
 4422 Y Street - Sacramento  
 5:30 – 6:15 p.m. Meet & Greet  
 6:15 – 8:00 p.m. Dinner Meeting



# Sacramento Legal Secretaries Association

Dinner Meeting • November 16, 2017



**Courtyard Marriott**  
 4422 Y Street - Sacramento  
 5:30 – 6:15 p.m. Meet & Greet  
 6:15 – 8:00 p.m. Dinner Meeting




**What You Didn't Know (but Definitely Need to) About the Law Library**

**Guest Speaker: Coral Henning, Director Sacramento County Public Law Library**

**MCLE & CCLS Credit:** Sacramento Legal Secretaries Association is a local association of Legal Secretaries, Incorporated, an approved provider, and certifies that this activity has been approved for minimum continuing legal education credit in the amount of **0.50 hours** by the State Bar of California.



**The Legislature & The Law: You Can't Have One Without the Other**

**Guest Speaker: Terry McHale Aaron Read & Associates**



**Announcement of SLSA's Boss of the Year and Legal Professional of the Year!**

**MCLE & CCLS Credit:** Sacramento Legal Secretaries Association is a local association of Legal Secretaries, Incorporated, an approved provider, and certifies that this activity has been approved for minimum continuing legal education credit in the amount of **0.50 hours** by the State Bar of California.

**RSVP by Noon on Friday, Oct. 13\***

**Two Ways to Register:**

- Online at [www.slsa.org](http://www.slsa.org) under Upcoming Events (Preferred)
- Via e-mail at [reservations@slsa.org](mailto:reservations@slsa.org) (please include menu choice)

**\$30 SLSA Members / \$35 Non-Members Add \$5 after deadline**

**Make checks payable to "SLSA" and mail to:**

Corene Rodder  
 Registration/Reception Chair 2017-2018  
 c/o Somach Simmons & Dunn  
 500 Capitol Mall, Suite 1000  
 Sacramento, CA 95814

**Dinner Menu – Choice of:**

- Pork Loin with a Chipotle Rub on a Bed of Garlic Mash Potatoes – Chef's Choice of Dressing
- Butternut Squash Ravioli with a Red Wine Reduction

*Entrees include dessert and choice of Starbucks Coffee, Tazo Tea, and water service.*

**Thank You to Our Vendor Partner for October!**



\*Cancellations must be received 48 hours in advance for a refund. No-Shows will be billed.

**RSVP by Noon on Friday, Nov. 10\***

**Two Ways to Register:**

- Online at [www.slsa.org](http://www.slsa.org) under Upcoming Events (Preferred)
- Via e-mail at [reservations@slsa.org](mailto:reservations@slsa.org) (please include menu choice)

**\$30 SLSA Members / \$35 Non-Members Add \$5 after deadline**

**Make checks payable to "SLSA" and mail to:**

Corene Rodder  
 Registration/Reception Chair 2017-2018  
 c/o Somach Simmons & Dunn  
 500 Capitol Mall, Suite 1000  
 Sacramento, CA 95814

**Dinner Menu – Choice of:**

- Baked Salmon with a Lemon Caper Vin Blanc on a Bed of Rice Pilaf – Chef's Choice of Dressing
- Penne Pasta Primavera with Fresh Vegetables and Light Olive Oil Vinaigrette Served with Grilled Vegetables with Rice and Balsamic Glaze

*Entrees include dessert and choice of Starbucks Coffee, Tazo Tea, and water service.*

**Thank You to Our Vendor Partner for November!**



\*Cancellations must be received 48 hours in advance for a refund. No-Shows will be billed.

Sacramento Legal Secretaries Association Presents its

**Annual Holiday Mock Trial**

**"Fairy Tale Courtroom: People v. The Wicked Witch"**

*Adapted from the Play by Dana Proulx*

**December 14, 2017, at 6:00 PM**

**Courtyard Marriott, 4422 Y Street, Sacramento**

**\$30 per person -- Soup, Salad & Baked Potato Bar**

**RSVP by Noon on December 8, 2017**

Register via SLSA's website at [www.slsa.org](http://www.slsa.org) under "Upcoming Events"

Cancellations must be received 48 hours in advance for a refund. No-shows will be billed. Walk-ins and registrations received after the RSVP deadline are subject to a \$5 late fee.

**Pay Online via PayPal**  
 or make checks payable to "SLSA" and mail payment to:

Corene Rodder, c/o Somach Simmons & Dunn, 500 Capitol Mall, Suite 1000, Sacramento, CA 95814

**Ornament Exchange!**

Bring a wrapped/bagged ornament (under \$10) to participate in the ornament exchange immediately following the mock trial.

**And don't forget we'll be stuffing stockings for Loaves and Fishes at the end of the evening! Bring your donations and stay for the stuffing fun!**

**Volunteer Actors Needed for the Following Roles:**

Judge	Defense Attorney	Bailiff	District Attorney
Clerk	Flying Monkey	Dorothy	Witch
Hansel	Gretel	Prince	Sleeping Beauty
Snow White	Dwarves (a few)	Jurors (at least 5)	

*No Memorizing of Lines—Read Directly From the Script!*  
 Please contact Lynne Prescott, CCLS, at [lynne@mla.labor.com](mailto:lynne@mla.labor.com)





**MCLE & CCLS Credit—** SLSA, a local association of Legal Secretaries, Incorporated, an approved provider, certifies that this activity has been approved for minimum continuing legal education credit by the State Bar of California in the amount of 0.5 hours.

**Sacramento Legal Secretaries Association PROUDLY PRESENTS**

**ANNUAL STATE COURT UPDATES**

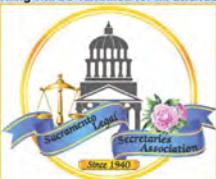
Speakers Include Court Clerks and Executive Officers  
 \*Door Prizes \*Exhibitors \*Information from the Courts

**January 18, 2018**

EXHIBITOR GALLERY & NO-HOST BAR: 4:45 P.M. TO 6:15 P.M.  
 DINNER: 6:15 P.M.

**HILTON - ARDEN WEST**  
 2200 Harvard Street  
 Sacramento  
 (at Business 80 and Arden Way West)

Parking will be validated for all attendees



**SLSA Members: \$45**  
**Non-Members: \$50**

**Deadline to RSVP is January 12, 2018**  
**\$5 late fee will apply to all reservations made after the deadline**

\*Cancellations must be made 72 hours in advance for a refund. No-shows will be billed!!

**TWO WAYS TO REGISTER:**

- Online at [www.slsa.org](http://www.slsa.org) under Upcoming Events (Preferred)
- Via e-mail at [reservations@slsa.org](mailto:reservations@slsa.org) (please include menu choice)

Pay online OR make checks payable to SLSA and mail to:

Corene Rodder  
 Registration/Reception Chair 2017-2018  
 c/o Somach Simmons & Dunn  
 500 Capitol Mall, Suite 1000  
 Sacramento, CA 95814

**Menu Choices:**

- Sliced Roasted New York Strip of Beef with Mushroom and Cabernet Demi
- Chicken Toscana with Basil vin Blanc, Capers, Artichoke Hearts, Roasted Garlic and Sundried Tomatoes
- Butternut Squash Ravioli with Sage Butter

**All meals include: Salad, dessert, Starbucks Coffee and Tazo Teas**

Contact Rebecca Lerma (916) 319-4790, [rebecca.lerma@stael.com](mailto:rebecca.lerma@stael.com)

**MCLE & CCLS Credit:** Sacramento Legal Secretaries Association is a local association of Legal Secretaries, Incorporated, an approved provider, and certifies that this activity has been approved for minimum continuing legal education credit in the amount of **1.0 hour** by the State Bar of California.

# Sacramento Legal Secretaries Association



## Dinner Meeting - April 19, 2018

\*\*\*\*\*NEW LOCATION!!\*\*\*\*\*

**The Old Spaghetti Factory  
1910 J Street, Sacramento**

5:30 – 6:15 p.m. Meet & Greet

6:15 – 8:00 p.m. Dinner Meeting



### What the What?! – When Your Non-Criminal Law Attorney Decides to Handle a Criminal Matter (A Practical Guide for Support Staff)

**Guest Speaker: Kimberly A. Chapman  
Messing Adam & Jasmine LLP**

*SLSA's 78th Annual Installation of Officers*

**MCLE & CCLS Credit:** Sacramento Legal Secretaries Association is a local association of Legal Secretaries, Incorporated, an approved provider, and certifies that this activity has been approved for minimum continuing legal education credit in the amount of **0.50 hours** by the State Bar of California.

**RSVP by Midnight on Sunday, April 15\***

#### Two Ways to Register:

- Online at [www.slsa.org](http://www.slsa.org) under Upcoming Events (Preferred)
- Via e-mail at [reservations@slsa.org](mailto:reservations@slsa.org) (please include menu choice)

**\$30 SLSA Members / \$35 Non-Members  
Add \$5 after deadline**

#### Make checks payable to "SLSA" and mail to:

Corene Rodder  
Registration/Reception Chair 2017-2018  
c/o Somach Simmons & Dunn  
500 Capitol Mall, Suite 1000  
Sacramento, CA 95814

#### Dinner Menu – Choice of:

- Baked Lasagna
- Tortellini with Alfredo Sauce
- Chicken Marsala

*Entrees include bread, salad, dessert, and choice of iced tea, hot tea, coffee, milk, soda, or water.*



**Thank You to Our Vendor Partner for April!**

\*Cancellations must be received 48 hours in advance for a refund. No-Shows will be billed.

# Committees

## 2017-2018

**Advertising**  
Crystal Rivera

**Audit (Financial Review)**  
Kim Bogie  
Gisele Mitsuk  
Deseree Aguillen

**Benefits**  
Mary Taylor

**Budget Committee**  
Crystal Rivera  
Open  
Open

**Bulletin Editor**  
Dawn Forgeur, CCLS

**California Certified Legal Secretary**  
Elizabeth Madden, CCLS

**Charitable Projects**  
Gisele Mitsuk

**Day in Court**  
Rebecca Lerma - Chair  
Jessica Colgan  
Jessica Patton

**Employment**  
Jaymie Moralez

**Historian - Open**

**Interclub - Open**

**Law Office Products & Management**  
Gisele Mitsuk

**Legal Procedures - Open**

**Legal Professional/Boss of the Year**  
Elizabeth Madden, CCLS - Chair  
Michelle Chavez, CCLS

**Legal Secretarial Training**  
Astrid Furstner, CCLS  
Dawn Forgeur, CCLS

**Marketing and Membership**  
Crystal Rivera

**Nominations & Elections**  
Crystal Rivera - Chair  
Dawn Forgeur, CCLS

**Professional Liaison**  
Dawn Willis - Chair

**Programs**  
Lynne Prescott, CCLS

**Publicity**  
Terry Olson

**Reservations and Reception**  
Corene Rodder

**Scholarship**  
Crystal Rivera  
Lynne Prescott, CCLS

**Vendor Liaison**  
Jennifer Estabrook, CCLS

**Ways & Means - Open**

**Website/Social Media**  
Deseree Aguillen

### SPECIAL COMMITTEES

**Fairytale Town**  
Deseree Aguillen  
Christina Witt

**Reno Bus Trip**  
Elizabeth Madden, CCLS  
Michelle Chavez, CCLS

# Executive Board

## 2017-2018



Brenda Bracy, CCLS  
President



Shannon Kline  
Secretary



Marci Frazier  
Treasurer



Jan Ainsworth  
Governor



Crystal Rivera  
Executive Advisor



Astrid Furstner, CCLS  
Parliamentarian



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