

**Special Interest  
Articles:**

- Upcoming DCPA 2017 Officer Election
- Paralegal Day Celebration
- Update on Legal Directory

**Individual Highlights:**

Legal Directory Update	2
Paralegal Day Celebration Flyer	3
Meeting Notice	4
Meeting Agenda	5
President's Message	6-7
Birthdays	8
CLE Speaker	8
Employment Opportunity	9
Sustaining Members	10
Minutes	11
Treasurer's Report	12-13

*Denton County Paralegal Association*

## **Upcoming 2017 Officer Election**

By Vicki Schmidt, Membership Chair

The members will be asked to vote on a slate of officers at the October meeting. The offices up for election are: Treasurer and Secretary. Each office has one candidate:

Treasurer -- Lisa Pittman  
Secretary -- Martha Gallegos

Ballots will be provided at the October meeting.

## **Paralegal Day Celebration Social**

DCPA and State Bar Paralegal Division are holding a joint Texas Paralegal Day celebration with a happy hour mixer at Eastside Denton from 5:00 to 7:00 on Thursday, October 20, 2016. Come by and enjoy the outdoor deck and patio located at 117 East Oak Street in Denton! Non-alcoholic beverages are also available. We look forward to seeing you there!

See flyer with details on Page 3.

## **LEGAL DIRECTORY COMMITTEE – update on 2016 Legal Directory**

Submitted by Cheryl Cooper, Legal Directory Committee Chair

The 2016 DCPA legal directory was delivered several weeks ago to the printers with all ads and information necessary for them to print a rough draft for us to review and approve. The person at the printers working on the rough proof of the directory has been out on medical leave for 2 weeks, but I have been advised that we should have a rough draft to review early next week.

As soon as I receive the directories, all persons and firms that paid for copies of the directory will have their directories delivered to them or mailed, per the instructions on their order form. We are providing a bound hard copy of the directory like we have traditionally done in the past, but this time, we are also providing a digital copy on a flash drive. The flash drives have been screen printed with “2016 DCPA Legal Directory” on one side and with our logo on the other. The flash drives are in our signature royal blue color. Both directories look sharp. I am excited for these to start circulating around town and within our legal community.

If you haven't ordered a directory and you're interested in one, please contact me using my email address below. I can send you an order form, if needed. The bound hard copies are \$22.00 and the digital copies are \$15.00. You can still take advantage of our offer to buy one copy of each for \$35.00. If we mail the bound copy, it is an additional \$4.00 for postage. If we mail just the flash drive, it is \$2.50. All checks should be made payable to: Denton County Paralegal Association. Directories may also be picked up from me at my office:

Alagood, Cartwright, Burke P. C.  
319 W. Oak Street  
Denton, Texas, 76201



## Meeting Notice

### 2016 Officers

Pamela Snavely, President  
psnavely@hbvwlaw.com

Daphina Park, President-Elect  
Daphina.Park@dentoncounty.com

Heather Walker, Secretary/Parliamentarian  
heather.walker@dentoncounty.com

Lisa Pittman, Treasurer  
lpittman@hbvwlaw.com

Cheryl Cooper, Historian  
ccooper@dentonlaw.com

The Denton County Paralegal Association's next Luncheon will be on Thursday, **October 27, 2016** at noon at Oakmont Country Club, 1901 Oakmont Drive, Corinth, Texas.

The all-inclusive cost of lunch is \$14.00 payable when you sign in. We cannot accept debit or credit cards, or make change, so please bring the **exact** amount of cash or a check made payable to DCPA.

### Did you know...

Oakmont developed a menu specifically for our association so each individual can order his or her own personal lunch selection. A copy of the menu can be found on the DCPA website. Payments for the CLE Luncheon can now be made online. For more information and online registration see Events/CLE Luncheon at [www.dentonparalegals.org](http://www.dentonparalegals.org).

**RESERVATIONS ARE REQUIRED and can be made via e-mail to Lisa Pittman at lpittman@hbvwlaw.com. The deadline to RSVP is October 26, 2016 by 3:00 p.m. Please clearly mark you menu choices and forward to Lisa Pittman.** That will help Oakmont ensure each individual lunch is freshly prepared and ready shortly after you arrive for the meeting.

**Notice: We must notify Oakmont of the number attending prior to the meeting and menu choices for preparation of food and adequate seating arrangements. Please note we are also required to bill those individuals who make reservations to eat and do not attend.**

### Directions to Oakmont

Oakmont Country Club is located in Corinth off I-35 East between Lewisville and Denton.

- Exit 461 – Shady Grove Road/Post Oak Drive
- Turn west onto Post Oak Drive
- Turn right (west) onto Robinson Road at stop sign
- Turn left (south) onto Oakmont Drive – you will see an Oakmont sign in the median
- Turn right into Oakmont Country Club (second right)

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### 2016 Committee Chairs

**CLE**, Debbie Nyarangi  
Deborah@bowen-law.com

**Fundraising**, Daphina Park  
daphina.park@dentoncounty.com

**Legal Directory**, Cheryl Cooper  
ccooper@dentonlaw.com

**Membership**, Vicki Schmidt  
vicki.dcpa@gmail.com

**Newsletter**, Lisa Pittman  
lpittman@hbvwlaw.com

**Social**, Lakesha Bell  
lakesha.bell@dentoncounty.com

**Scholarship**, Jenna Earhart  
jearhart@hbvwlaw.com

## AGENDA FOR MEETING

Date: October 27, 2016  
Place: Oakmont Country Club  
1901 Oakmont Drive  
Corinth, Texas 76210  
Time: Noon

1. **Welcome members and guests**
2. **Election** conducted for 2017 Treasurer and Secretary
3. **Speaker** – Joncilee M. Davis, ACP, State Bar of Texas Paralegal Division Ambassador

Ms. Davis has over twenty years of experience as a litigation paralegal and has volunteered many hours of her time to serve in various organizations that advance the paralegal profession. She was an officer of the North Texas Paralegal Association for several years and served as President for two years. She also served in a variety of roles over the years within the Paralegal Division, including District Two Membership Subchair, Membership Chair, District Two Director, President Elect, and President of the Paralegal Division in 2013. Joncilee M. Davis is a member of the Program Advisory Committee of the Southeastern Career Institute.

4. **Old Business**
  - a. Approve September Minutes
  - b. Approve September Treasurer's Report
5. **New Business**
  - a. Election Results for 2017 Treasurer and Secretary
6. **Announcements**
  - Hope everyone had a good time at our joint happy hour mixer at Eastside Denton on Thursday, October 20, 2016.
  - Thanks to everyone who gave feedback in our survey. The EC will discuss any needed changes and make any necessary announcements in the future.
  - Business Meeting on November 17, 2016
7. **Door Prize**
8. **Adjournment**

## President's Message

By: Pamela Snavely, ACP

The State Bar of Texas became the first bar association in the United States to create a separate division specifically for paralegals. On October 23, 1981, the Paralegal Division of the State Bar of Texas was established. To honor the contributions made by paralegals and the Paralegal Division, the Senate of the State of Texas adopted Proclamation No. 1144 to recognize October 23<sup>rd</sup> as Texas Paralegal Day.

### Texas Senate Proclamation No. 1144

**WHEREAS**, *The Senate of the State of Texas is pleased to honor paralegals in Austin and across the state and recognize October 23 as Texas Paralegal Day; and*

**WHEREAS**, *Paralegals are vital resources in law firms, governmental entities, and private corporations and businesses; they perform valuable services for and under the direction of an attorney, and their work requires a thorough knowledge of legal concepts and facts; and*

**WHEREAS**, *October 23 marks the anniversary of the founding of the Paralegal Division of the State Bar of Texas; the division was established to promote high standards of conduct, professional ethics, and responsibility through continuing legal education and cooperation with the State Bar of Texas; and*

**WHEREAS**, *The goals of the Paralegal Division are to achieve more economical and improved legal services through the state, to focus on benefits for its members and the paralegal provision, and to develop opportunities, incentives, and recognition for legal education; and*

**WHEREAS**, *Through their exceptional talents and expertise, paralegals provide valuable services that contribute significantly to the efficient functioning of the judicial system in the Lone Star State, and they are indeed worthy of special recognition; now, therefore, be it*

## President's Message Con't

***PROCLAIMED,** That the Senate of the State of Texas hereby commend the paralegals of this state for their important services and recognize October 23 as Texas Paralegal Day; and, be it further*

***PROCLAIMED,** That a copy of this Proclamation be prepared as an expression of high regard from the Texas Senate.*

The State Bar of Texas Paralegal Division has been a dynamic force in elevating the paralegal profession over the last 35 years. The Denton County Paralegal Association has raised the bar of standards in Denton County since 1991, and continues to empower our members by providing programs of legal education, professional development, networking opportunities, and moral support.

D CPA members are proud to be an integral part of the legal profession, providing valuable skills and essential services to our community. We are honored to be recognized for our dedication as individuals and as a group of professionals who contribute to the efficiency of the judicial system in our great state. You are all encouraged to observe Texas Paralegal Day 2016 in celebration with your colleagues!



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## Membership News

### Benefits of Membership In The Denton County Paralegal Association Include:

- ❖ Receipt of the monthly issue of *The Verdict*
- ❖ Free Accredited CLE at monthly meetings
- ❖ Continuing Legal Education seminars on various topics
- ❖ Job Bank
- ❖ Motivation
- ❖ Networking with other paralegals in Denton County
- ❖ Professional growth through participation
- ❖ Communication and promotion of professional conduct and responsibility
- ❖ Continued individual and professional growth as paralegals

Please encourage those paralegals and others in the legal field, whom are not currently members, to join. If you know of anyone who would like to join, please contact Vicki Schmidt at [vickidcpa@gmail.com](mailto:vickidcpa@gmail.com)

## Birthdays

Our members with November Birthdays are:

Kathy Galindo (11/2)  
Beth Honeycutt (11/5)  
Amy Neal (11/23)

Hope each of you will have a **Happy Birthday!**

## CLE GUEST SPEAKER



Our special guest speaker at the October 27th luncheon will be State Bar of Texas Paralegal Division Ambassador Joncilee M. Davis, ACP. Ms. Davis will give a special 1.0 Hour Ethics CLE presentation to DCPA members in honor of Texas Paralegal Day!

Joncilee M. Davis has over twenty years of experience as a litigation paralegal. She has volunteered many hours of her time to serve in various organizations that advance the paralegal profession. She served as an officer of the North Texas Paralegal Association for several years and as President for two terms. She has proven leadership in a variety of roles within the Paralegal Division, including District Two Membership Subchair, Membership Chair, District Two Director, President Elect, and President of the Paralegal Division in 2013. Ms. Davis has been a member of the Program Advisory Committee of the Southeastern Career Institute for seven years. You won't want to miss her presentation!

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## **DCPA Survey**

Thanks to all those that responded to the survey emailed to members on September 19, 2016! We appreciate each of you taking a few minutes to click through the online survey and share your priorities. A reminder email went out on October 14th, so there's still time to respond! The survey is only ten questions so it won't take long to complete, and your answers are anonymous. Please take the opportunity to tell us what is important to you!





## **Support Our Sustaining Members**

Please help support our Sustaining Members by calling them when you have a project that needs outside support. Remember it is through their continued support and generosity that DCPA is able to provide social events at a low cost.

### **Stewart Process Service, Inc.**

#### **Bruce G. Stewart**

110 Sheraton Place  
Denton, Texas 76209  
Phone: 940-367-4643  
Fax: 940-484-0999  
Email – [stewartprocess@verizon.net](mailto:stewartprocess@verizon.net)

### **County Process Service**

#### **Fred Bowles**

159 Sunny Side Lane  
Valley View, Texas 76272  
Phone: 940-390-0914  
Fax: 940-484-6054  
Email – [fbowles@ntin.net](mailto:fbowles@ntin.net)

### **Stoffels & Associates, Inc.**

#### **Janel M. Stoffels**

207 W. Hickory, Suite 304  
Denton, Texas 76201  
Phone: 940-565-9797  
Fax: 940-565-9197  
Email – [jmstoffels@aol.com](mailto:jmstoffels@aol.com)



**Minutes**

1. President Pamela Snavelly called the meeting held on September 22, 2016 to order at 12:10 p.m. at Oakmont Country Club in Denton. President Snavelly welcomed 15 attendees, 9 members, 5 guests, and the speaker.
2. The speaker for September's meeting was Jacqueline Cannon with CokerLegal, discussing Practical Tips for Working with the OAG.

**OLD BUSINESS**

3. President Snavelly asked for a vote on the August 2016 meeting minutes. A motion for approval was presented by Beth Honeycutt and seconded by Deborah Nyarangi. The motion carried by unanimous vote.
4. President Snavelly asked for a vote of approval for the August 2016 Treasurer's report. A motion for approval was presented by Vicki Schmidt and seconded by Martha Gallegos. The motion carried by unanimous vote.

**NEW BUSINESS**

5. Vicki Schmidt, Membership Chair, announced current nominations of Martha Gallegos for Secretary and Lisa Pittman for Treasurer. With there being no nominations from the floor, the current nominations stand.
6. Directories have been sent to publisher and hope to get them back within a few weeks and distributed as soon as possible.
7. A ten question survey has been sent out. Please take a few minutes to complete it in order to help the EC better DCPA.
8. A social happy hour celebrating Paralegal Day is being held on October 20, 2016 tentatively at Mulberry Cantina. Please mark your calendars!
9. Martha Gallegos was the winner of the door prize.
10. There being no further business, President Snavelly adjourned the meeting at 1:09pm.



**Denton County  
Paralegals Association**

PO Box 2641  
Denton, TX 76206

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[https://www.facebook.com  
/pages/Denton-County-  
Paralegal-Association](https://www.facebook.com/pages/Denton-County-Paralegal-Association)