

# NALA 2022 CONFERENCE & EXPO

JULY 14-16 | PHOENIX, ARIZONA  
JW MARRIOTT DESERT RIDGE RESORT & SPA



EXPERIENCE THE **LARGEST** GATHERING OF PARALEGALS AND LEGAL PROFESSIONALS





# THE LARGEST PARALEGAL CONFERENCE

## ABOUT THIS YEAR'S CONFERENCE

The NALA Conference & Expo is the most anticipated paralegal event of the year. This year's conference in Phoenix, AZ will be no exception. To help support the diverse needs of paralegals across the nation, NALA's excited to launch our first-ever hybrid conference. This means you can choose to attend either in-person or virtually, July 14th through the 16th. All attendees will be able to participate in this 3-day educational event featuring a great opportunity to network with like-minded professionals, upgrade your paralegal skills, earn CLE credit, and much more. We hope to see you July 14-16 in Phoenix, AZ!

### ☒ IN-PERSON ATTENDEE

In-person attendees will enjoy the luxurious JW Marriott Desert Ridge Resort & Spa in Phoenix, AZ. In-person attendees can earn up to 15 hours of CLE plus attend several exciting in-person networking events. In-person attendees will be able to visit our vendor hall and interact face-to-face with a variety of vendors. In-person attendees will also receive a conference goodie bag as well as the entire **2022 NALA Conference & Expo Recording Bundle at no additional cost.**

### ☒ VIRTUAL ATTENDEE

Virtual attendees will be able to participate in the conference from the comfort of their home or office. Virtual attendees can earn up to 15 hours of CLE through livestreamed education sessions. Virtual attendees will be able to chat with other conference attendees and ask speaker questions during all virtual sessions. In addition, virtual attendees are provided access to all NALA Association meetings. Recorded sessions will be available after the conference for a discounted price.

## HOW TO REGISTER

Once you have decided which attendee package works best, please submit your registration form. Registration can be completed online, by mail, fax, or by calling our office. Once you have successfully completed the registration process you will receive an email from NALA confirming your registration.

1. Register online at [www.nala.org/conference](http://www.nala.org/conference)
2. Mail your registration form to our office: 6450 S Lewis Ave, Ste 250, Tulsa, Oklahoma 74136
3. Fax your registration form to 918-582-6772
4. Call our office at 918-587-6828

## CLE INFORMATION

Attendance for each session will be verified via room scanners for in-person, and via a check-in button for virtual. After the conference you will receive an email from NALA when your certificates are available to download from your NALA Account.

The 2022 conference sessions are approved for CLE credit by the NALA Certifying Board, the State Bar of California, State Bar of Florida, and the Louisiana State Paralegal Association. For additional details relating to CLE, please visit [www.nala.org](http://www.nala.org).



Pursue your passions and discover award-winning service at the AAA 4-Diamond JW Marriott Phoenix Desert Ridge Resort & Spa. This resort showcases an array of extraordinary amenities for attendees, including an on-site spa, championship golf at Wildfire Golf Club, seventeen pickleball courts, five pools, and a lazy river. Stretch out in gracefully designed rooms and suites with luxury bedding, modern technology, and floor-to-ceiling windows; many feature views of the mountain. From American cuisine to Asian specialties and poolside cocktails, our dining options are sure to impress. Near Desert Ridge Marketplace and North Scottsdale, for those wishing to explore Arizona's capital city.



## RESORT RESERVATIONS

### JW Marriott Phoenix Desert Ridge Resort & Spa

5350 East Marriott Drive, Phoenix, Arizona 85054

Check-in: 4:00 p.m. | Check-out: 11:00 a.m.

#### Single/Double Per Night Room Rate: **\$149**

Rates are subject to governmental room taxes. Each additional person will be charged at a rate of \$40.00 per adult, per night with a maximum of four (4) persons per guestroom. Guest rooms will have complimentary wireless internet access. On-site parking fee per stay is \$20.00 daily for self-parking or \$35.00 for valet parking for all overnight hotel guests; however, the fee is subject to change.

**Reservations:** To reserve a room online please go to <https://book.passkey.com/go/NALA2022>. To make a reservation by phone, call 1-800-835-6206. Mention "NALA 2022" to receive the discounted conference rate.

\*These discounted room rates are **available until June 22, 2022, or until the room block has been filled**. After June 22, 2022, or if the room block becomes filled, NALA can no longer guarantee rates and availability. Make your reservations as soon as possible to ensure availability and secure the discounted rate.

## COVID SAFETY POLICY

The health and safety of all visitors to NALA's Conference remains our top priority. We are closely monitoring government mandates and policy changes, Centers for Disease Control and Prevention (CDC) guidelines, and public health advancements. As information pertaining to the virus continues to develop, we will adjust our approach as needed and keep you up to date with new developments to ensure a coordinated effort and a safe environment for all NALA Conference attendees. [Visit our website for the most current policies.](#)

**We are looking forward to safely gathering again! Here are some ways you can keep safe:**



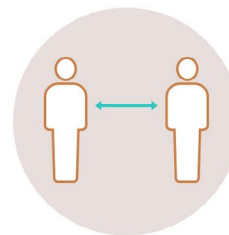
**Wear a Mask**



**Wash Your Hands**



**Use Hand Sanitizer**



**Social Distance**

# CONFERENCE DETAILS

## CHECKING INTO SESSIONS FOR CLE

Attendees can choose only one session per time slot. Virtual sessions and the On-Location scanners found in each room will turn off approximately 15 minutes after a session has started. If an attendee scans into one session but decides to attend another, only the second session will be valid for CLE.

## NAME BADGES REQUIRED

Conference registrants are **required** to wear their name badge to access education sessions, the Expo Hall, Lunch, Affiliated Association Annual Meeting, and the Affiliate Showcase and Reception. If you are only attending the NALA Annual Membership Meeting and/or the Affiliate Meeting, please contact NALA's office for more information.

## GUESTS ARE WELCOME

- Guest lunch tickets may be purchased on-site at the Registration/Help Desk.
  - Registrants and their guests are invited to attend the Installation of Officers on July 15, 2022.
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# EVENT DESCRIPTIONS

## OPENING SESSION & KEYNOTE

This session kicks off with a welcome message from NALA President, Melissa J. Hamilton, ACP, and leads into our keynote session. More information to come on the keynote!

## ANNUAL MEMBERSHIP MEETING & AWARDS

This meeting is open to everyone to attend. Meeting-only badges can be obtained at the Registration/Help Desk. Several NALA business activities will occur, including the announcement of the results of the 2022 NALA Election. This meeting will feature exciting updates and information regarding NALA's goals, programs, and services. The recipients of the various NALA Awards Program will also be honored.

## AFFILIATED ASSOCIATION ANNUAL MEETING & AWARDS

If you are a member of a NALA Affiliated Association, then this meeting is for you and we encourage you to attend. Elections for the 2022-2023 Affiliated Associations Director and Secretary will take place during this meeting. This meeting will feature the 2022 Affiliate Exchange presented by the Arizona Paralegal Association, and the 2022 Affiliate Award recipients will be announced thereafter.

## NALA LEADERSHIP PANEL

A panel of NALA leaders will provide information and answer your questions about the Certified Paralegal Program, NALA membership, and volunteer opportunities. You don't want to miss this discussion. We will be talking "anything NALA!"

## AFFILIATE SHOWCASE & OPENING NIGHT RECEPTION

This event is open to all conference attendees and will feature NALA's Affiliated Associations as they showcase all their association have to offer. This is the perfect time to have some fun, receive some great swag, and network with your fellow paralegals!







## INSTALLATION OF OFFICERS

All NALA conference attendees and their guests are welcome to attend the Installation of Officers. During this ceremony the 2022-2023 elected NALA Board members will be sworn in as they accept their new positions.



All times listed represent Phoenix local time.

# THURSDAY AGENDA

7:00 AM - 7:45 AM	<b>FINAL 2021-2022 BOARD OF DIRECTORS MEETING</b> <i>(Open to All)</i> <i>Desert Suite 4</i>
7:30 AM - 2:00 PM	<b>EXPO HALL OPEN</b> <i>Grand Canyon 7</i>
7:30 AM - 9:00 AM	<b>CONTINENTAL BREAKFAST</b> <i>Grand Canyon 7</i>
9:00 AM - 10:00 AM	<b>OPENING SESSION &amp; KEYNOTE</b>  <i>Grand Canyon 8</i>
10:00 AM - 10:30 AM	<b>COFFEE BREAK</b> <i>Grand Canyon 7</i>
10:30 AM - 11:30 AM <b>1 CLE</b>	<b>POLICE SHOOTINGS, EXCESSIVE FORCE, AND THE CONSTITUTION</b> with E. Lee Whitwell  <i>Grand Canyon 8</i>
11:30 AM - 1:00 PM	<b>LUNCH &amp; ANNUAL MEMBERSHIP MEETING + AWARDS</b> <i>Room TBD</i> 
1:00 PM - 2:00 PM	<b>EXPO HALL TIME</b> <i>Grand Canyon 7</i>
1:30 PM - 3:00 PM	<b>AFFILIATED ASSOCIATIONS ANNUAL MEETING &amp; AWARDS</b> <i>Grand Canyon 8</i> 
3:15 PM - 4:15 PM <b>1 ETHICS CLE</b>	<b>SOCIAL MEDIA AND PARALEGALS - ETHICAL PITFALLS</b> with Joy C. Belk  <i>Grand Canyon 8</i>
4:30 PM - 5:30 PM	<b>NALA LEADERSHIP PANEL</b> <i>Grand Canyon 8</i> 
6:00 PM - 6:30 PM	<b>AFFILIATE SHOWCASE SETUP</b> <i>(Setup Passes Required)</i> <i>Grand Canyon 6</i>
6:30 PM - 8:00 PM	<b>AFFILIATE SHOWCASE &amp; RECEPTION</b> <i>Grand Canyon 6</i>

 LIVE

Sessions marked with this icon will indicate a  
livestream session available to virtual attendees.

# FRIDAY

7:30AM - 9:00AM	<b>CONTINENTAL BREAKFAST</b> IN EXPO HALL				
7:30AM - 2:00PM	<b>EXPO HALL OPEN</b> IN GRAND CANYON 7				
8:30AM - 9:30AM	<b>LIVE</b> GRAND CANYON 1-2	<b>LIVE</b> GRAND CANYON 3-4	<b>LIVE</b> GRAND CANYON 9-10	GRAND CANYON 11-12	GRAND CANYON 8
	<b>CP Review - United States Legal System</b> Session starts at 8:00AM <i>Speaker: Richardson</i> <b>BASIC CLE: 1.5</b>	<b>Using OSINT to Search Individuals and Businesses</b> Session starts at 8:00AM <i>Speaker: Beffa</i> <b>INTERMEDIATE CLE: 1.5</b>	<b>Using Technology to Create Winning Legal Briefs</b> <i>Speaker: Dietz</i> <b>BASIC / NON-SUB CLE: 1</b>	<b>The Deepwater Horizon Disaster and its Legal Legacy</b> <i>Speaker: Patty</i> <b>INTERMEDIATE CLE: 1</b>	<b>Everything You Wanted to Know About Motions in Limine</b> <i>Speaker: Jordahl</i> <b>INTERMEDIATE CLE: 1</b>
9:30AM - 10:00AM	<b>COFFEE BREAK</b> IN EXPO HALL				
10:00AM - 11:30AM	<b>LIVE</b> GRAND CANYON 1-2	<b>LIVE</b> GRAND CANYON 3-4	<b>LIVE</b> GRAND CANYON 9-10	GRAND CANYON 11-12	GRAND CANYON 8
	<b>CP Review - Corporate and Commercial</b> <i>Speaker: LaGrave</i> <b>BASIC CLE: 1.5</b>	<b>Are you guilty of UPL?</b> <i>Speaker: Belk</i> <b>INTER. / ETHICS CLE: 1.5</b>	<b>Anatomy of an Appeal</b> <i>Speaker: Dietz</i> <b>BASIC CLE: 1.5</b>	<b>The Clean Water Act and History of Waters of the U.S.</b> <i>Speaker: Patty</i> <b>ADVANCED CLE: 1.5</b>	<b>Access to Justice - A Social Dilemma</b> <i>Speaker: Royal</i> <b>INTER. / ETHICS CLE: 1.5</b>
11:30AM - 1:30PM	<b>LUNCH (ON YOUR OWN) + EXPO HALL TIME</b>				
1:30PM - 2:30PM	<b>LIVE</b> GRAND CANYON 1-2	<b>LIVE</b> GRAND CANYON 3-4	<b>LIVE</b> GRAND CANYON 9-10	GRAND CANYON 11-12	GRAND CANYON 8
	<b>CP Review - Legal Ethics</b> <i>Speaker: LaGrave</i> <b>BASIC / ETHICS CLE: 1</b>	<b>Drafting and Preparing Summary Judgment Motions</b> <i>Speaker: Whitwell</i> <b>INTERMEDIATE CLE: 1</b>	<b>Online Tools for OSINT Online Investigations</b> <i>Speaker: Beffa</i> <b>INTER. / NON-SUB CLE: 1</b>	<b>The IP of This, That, and the Other</b> <i>Speaker: Durham-Rivera</i> <b>BASIC CLE: 1</b>	<b>Steps to Becoming a Freelance Paralegal</b> <i>Speaker: Royal</i> <b>INTER. / NON-SUB CLE: 1</b>
2:30PM - 2:45PM	<b>BREAK</b>				
2:45PM - 3:45PM	<b>LIVE</b> GRAND CANYON 1-2	<b>LIVE</b> GRAND CANYON 3-4	<b>LIVE</b> GRAND CANYON 9-10	GRAND CANYON 11-12	GRAND CANYON 8
	<b>CP Review - Civil Litigation</b> <i>Speaker: Francisco</i> <b>BASIC CLE: 1</b>	<b>Section 1983: Suing to Protect Your Constitutional Rights</b> <i>Speaker: Whitwell</i> <b>INTERMEDIATE CLE: 1</b>	<b>Trauma-Informed Legal Advocacy</b> <i>Speaker: Kernodle-Hodges</i> <b>BASIC CLE: 1</b>	<b>Tips and Tactics for Paralegals in Workers' Compensation Claims</b> <i>Speaker: Durham-Rivera</i> <b>BASIC CLE: 1</b>	<b>Social Security Disability Claims - Claims Process</b> <i>Speaker: Almendarez</i> <b>INTERMEDIATE CLE: 1</b>
3:45PM - 4:00PM	<b>BREAK</b>				
4:00PM - 5:00PM	<b>LIVE</b> GRAND CANYON 1-2	<b>LIVE</b> GRAND CANYON 3-4	<b>LIVE</b> GRAND CANYON 9-10	GRAND CANYON 11-12	GRAND CANYON 8
	<b>CP Review - Estate Planning and Probate</b> <i>Speaker: Leier</i> <b>BASIC CLE: 1</b>	<b>Corporate Paralegals in the Age of Contract AI</b> <i>Speaker: Onwudiwe</i> <b>INTER. / NON-SUB CLE: 1</b>	<b>Law Enforcement and Legal Staff</b> <i>Speaker: Kernodle-Hodges</i> <b>BASIC CLE: 1</b>	<b>The Intersection of the Law and Climate Change</b> <i>Speaker: Jordahl</i> <b>INTERMEDIATE CLE: 1</b>	<b>Art of Settlement: Regulatory Compliance When Settling Catastrophic Claims</b> <i>Speaker: Lazarus</i> <b>INTERMEDIATE CLE: 1</b>
5:30PM - 6:30PM	<b>RECEPTION AND INSTALLATION OF OFFICERS</b>				



# SATURDAY

7:00AM - 7:45AM	<b>FIRST 2022-2023 BOARD OF DIRECTORS MEETING (OPEN TO ALL) IN DESERT SUITE 4</b>				
7:30AM - 9:00AM	<b>CONTINENTAL BREAKFAST</b>				
8:00AM - 9:00AM	<b>LIVE</b> GRAND CANYON 1-2	<b>LIVE</b> GRAND CANYON 3-4	<b>LIVE</b> GRAND CANYON 9-10	GRAND CANYON 11-12	GRAND CANYON 8
	CP Review - Criminal Law and Procedure  Session starts at 7:30AM  Speaker: Richardson	Tips and Tactics for Paralegals in Workers' Compensation Claims  Speaker: Durham-Rivera	Art of Settlement: Regulatory Compliance when Settling Catastrophic Claims  Speaker: Lazarus	Using OSINT to Search Individuals and Businesses  Session starts at 7:30AM  Speaker: Beffa	Drafting and Preparing Summary Judgment Motions  Speaker: Whitwell
	<b>BASIC CLE: 1.5</b>	<b>BASIC CLE: 1</b>	<b>INTERMEDIATE CLE: 1</b>	<b>INTERMEDIATE CLE: 1.5</b>	<b>INTERMEDIATE CLE: 1</b>
9:00AM - 9:15AM	<b>BREAK</b>				
9:15AM - 10:15AM	<b>LIVE</b> GRAND CANYON 1-2	<b>LIVE</b> GRAND CANYON 3-4	<b>LIVE</b> GRAND CANYON 9-10	GRAND CANYON 11-12	GRAND CANYON 8
	CP Review - Contract Law  Speaker: Richardson	The IP of This, That, and the Other  Speaker: Durham-Rivera	Resolve Liens, Ensure Medicare Compliance, and Preserve Government Benefits  Speaker: Lazarus	Online Tools for OSINT Online Investigations  Speaker: Beffa	Section 1983: Suing to Protect Your Constitutional Rights  Speaker: Whitwell
	<b>BASIC CLE: 1</b>	<b>BASIC CLE: 1</b>	<b>INTERMEDIATE CLE: 1</b>	<b>INTER. / NON-SUB CLE: 1</b>	<b>INTERMEDIATE CLE: 1</b>
10:15AM - 10:30AM	<b>BREAK</b>				
10:30AM - 11:30AM	<b>LIVE</b> GRAND CANYON 1-2	<b>LIVE</b> GRAND CANYON 3-4	<b>LIVE</b> GRAND CANYON 9-10	GRAND CANYON 11-12	GRAND CANYON 8
	CP Review - Torts  Speaker: Francisco	Corporate Paralegals in the Age of Contract AI  Speaker: Onwudiwe	The Intersection of the Law and Climate Change  Speaker: Jordahl	Law Enforcement and Legal Staff  Speaker: Kernodle-Hodges	Social Security Disability Claims - Claims Process  Speaker: Almandarez
	<b>BASIC CLE: 1</b>	<b>INTER. / NON-SUB CLE: 1</b>	<b>INTERMEDIATE CLE: 1</b>	<b>BASIC CLE: 1</b>	<b>INTERMEDIATE CLE: 1</b>
11:30AM - 11:45AM	<b>BREAK</b>				
11:45AM - 12:45PM	<b>LIVE</b> GRAND CANYON 1-2	<b>LIVE</b> GRAND CANYON 3-4	<b>LIVE</b> GRAND CANYON 9-10	GRAND CANYON 11-12	GRAND CANYON 8
	CP Review - Critical Thinking (Skills)  Speaker: Leier	Space Law 101  Speaker: Onwudiwe	Everything You Wanted to Know About Motions in Limine  Speaker: Jordahl	Trauma-Informed Legal Advocacy  Speaker: Kernodle-Hodges	Social Security Administration Disability Claims - 5 Step Process  Speaker: Almandarez
	<b>INTERMEDIATE CLE: 1</b>	<b>BASIC CLE: 1</b>	<b>INTERMEDIATE CLE: 1</b>	<b>BASIC CLE: 1</b>	<b>INTERMEDIATE CLE: 1</b>
12:45PM - 2:15PM	<b>LUNCH (ON YOUR OWN)</b>				
2:15PM - 3:45PM	<b>LIVE</b> GRAND CANYON 1-2	<b>LIVE</b> GRAND CANYON 3-4	<b>LIVE</b> GRAND CANYON 9-10	GRAND CANYON 11-12	GRAND CANYON 8
	CP Review - Legal Essay Writing  Speaker: LaGrave	Access to Justice - A Social Dilemma  Speaker: Royal	The Clean Water Act and History of Waters of the U.S.  Speaker: Patty	Are you guilty of UPL?  Speaker: Belk	Anatomy of an Appeal  Speaker: Dietz
	<b>INTERMEDIATE CLE: 1.5</b>	<b>INTER. / ETHICS CLE: 1.5</b>	<b>ADVANCED CLE: 1.5</b>	<b>INTER. / ETHICS CLE: 1.5</b>	<b>BASIC CLE: 1.5</b>
3:45PM - 4:00PM	<b>BREAK</b>				
4:00PM - 5:00PM	<b>LIVE</b> GRAND CANYON 1-2	<b>LIVE</b> GRAND CANYON 3-4	<b>LIVE</b> GRAND CANYON 9-10	GRAND CANYON 11-12	GRAND CANYON 8
	CP Review - Real Estate and Property  Speaker: Leier	Steps to Becoming a Freelance Paralegal  Speaker: Royal	The Deepwater Horizon Disaster and its Legal Legacy  Speaker: Patty	Space Law 101  Speaker: Onwudiwe	Using Technology to Create Winning Legal Briefs  Speaker: Dietz
	<b>BASIC CLE: 1</b>	<b>INTER. / NON-SUB CLE: 1</b>	<b>INTERMEDIATE CLE: 1</b>	<b>BASIC CLE: 1</b>	<b>BASIC / NON-SUB CLE: 1</b>

# MEET THE SPEAKERS



**Shawana Withrow**  
**Almendarez, CP, NCCP**  
Owner of NC Paralegal  
Consulting Services  
in North Carolina



**Erin Beffa**  
Open-Source Intelligence  
(OSINT) Practice Lead  
in Colorado



**Joy C. Belk, NCCP**  
Managing Director of Paralegal  
Certification for the North  
Carolina State Bar



**Richard Dietz**  
Judge at North Carolina  
Court of Appeals



**Stephanie**  
**Durham-Rivera**  
Paralegal with McAngus,  
Goudelock & Courie in  
North Carolina



**Jill I. Francisco, ACP**  
Paralegal with Dinsmore &  
Shohl, LLP West Virginia and  
Former NALA President



**Nancy L. Jordahl, ACP**  
Paralegal at Weinberg Wheeler  
Hudgins Gunn & Dial in Florida



**S. M. Kernodle-Hodges**  
Legal Project Manager for  
Tolliver, Richardson & Kernodle  
LLC in North Carolina



**Kelly A. LaGrave, ACP**  
Senior Paralegal at Sparrow  
Health System in Michigan  
and Former NALA President



**Jason D. Lazarus**  
CEO of Synergy Settlement  
Services in Florida



**Glenn A. Leier**  
Founder and Administrator of  
AchieveVia, LLC in Oregon



**Memme Onwudiwe**  
Executive Vice President of  
Envisort in California



**Rebecca E. Patty**  
Assistant Attorney General for  
the Alabama Department of  
Environmental Management



**Todd C. Richardson, J.D.**  
Adjunct Professor of Paralegal  
Studies at Daytona State  
College in Florida



**Rachel L. Royal, CP, NCCP**  
Certified Paralegal for Royal  
Touch Legal & Business  
Solutions, LLC in North Carolina



**E. Lee Whitwell**  
Asst. County Attorney and  
Adjunct Professor of Law  
in Tennessee



# SESSION DESCRIPTIONS

## ACCESS TO JUSTICE - A SOCIAL DILEMMA

*Rachel L. Royal, CP, NCCP - Intermediate - Ethics*

Fifty-five million Americans experience 260 million legal problems on an annual basis, according to the report titled Justice Needs and Satisfaction in the United States of America 2021. Of those legal issues, the study found 120 million are not “resolved fairly” every year. Access to justice is not a niche problem; it’s a very broad social problem. This session will introduce paralegals to the fact that there is no right to counsel in civil legal problems and explain why legal aid providers can only address about half of them. The session will further focus on ethics requirements related to pro bono and new nationwide initiatives that target access to justice. It will empower paralegals to initiate programs and seek out pro bono opportunities.

## ANATOMY OF AN APPEAL

*Judge Richard Dietz - Basic*

During this session a Case Study will be used on *Abramski v. United States*.

## ARE YOU GUILTY OF UPL?

*Joy C. Belk, NCCP - Intermediate - Ethics*

This session will help to understand the dangers of unauthorized practice of law (UPL), determine if it is being done, and how to avoid it.

## ART OF SETTLEMENT: REGULATORY COMPLIANCE WHEN SETTLING CATASTROPHIC CLAIMS

*Jason D. Lazarus, JD, LL.M., CSSC, MSCC - Intermediate*

Assisting clients with catastrophic disabilities exposes law firms to government recovery actions, damages, and malpractice risks. It’s vital that personal injury practices have a comprehensive plan for compliance when resolving cases if you want to protect the firm—and protect your clients. In this session, learn to navigate the complexities at settlement for catastrophic claims and learn the best practices for each potential issue.

## CORPORATE PARALEGALS IN THE AGE OF CONTRACT AI

*Memme Onwudiwe - Intermediate - Non-substantive*

This session will discuss how the role of the corporate paralegal will change as more artificial intelligence (AI) is leveraged in contracting processes. Understand different AI capabilities with respect to contracts (machine learning, computer vision, content extraction). Understand how paralegals can adapt their skills and remain relevant as technologies change.

## CP REVIEW - CIVIL LITIGATION

*Jill I. Francisco, ACP - Basic*

This session assists those preparing for the Certified Paralegal Exam review for the Civil Litigation portion of the Knowledge Exam. The session offers a broad and basic view of the fundamentals of Civil Litigation. It will include discussions in the following areas: (1) Jurisdiction; (2) The Federal Rules of Civil Procedure; (3) Pleadings; (4) Discovery; (5) Motion Practice; (6) Trial Process; and (7) Appeal Process.

## CP REVIEW - CONTRACT LAW

*Todd C. Richardson, J.D. - Basic*

This session assists those preparing for the Certified Paralegal Exam review for the Contracts portion of the Knowledge Exam. This session provides an overall survey of the law of contracts. The basics of contract law presented include the following: (1) A discussion of contracts in general; (2) The elements required for the formation of a contract; (3) The classification of types of contracts; (4) Parties’ contractual obligations and rights; (5) The requirements of an enforceable contract; and (6) Legal and equitable remedies for a breach of contract.

## CP REVIEW - CORPORATE AND COMMERCIAL

*Kelly A. LaGrave, ACP - Basic*

This session assists those preparing for the Certified Paralegal Exam, focusing on review for the corporate/commercial law portion of the Knowledge Exam. The session offers a broad and basic view of the fundamentals of corporate and commercial law and will include discussions in the following areas: (1) Basic concepts of various types of business entities, including formation, issues of capitalization, management, ownership, public vs. private, and tax implications; (2) Fiduciary duty, duty of care, duty of loyalty, and the business judgment rule; (3) Mergers, acquisitions, joint ventures, consolidation, and dissolution; and (4) Anti-trust issues.

## CP REVIEW - CRIMINAL LAW AND PROCEDURE

*Todd C. Richardson, J.D. - Basic*

This session assists those preparing for the Certified Paralegal Exam, focusing on review for the criminal law portion of the Knowledge Exam. This session introduces the criminal justice system to attendees, including the following: (1) Procedures from arrest to final disposition; (2) Principles of state law; (3) Familiarization with federal criminal law; and (4) Constitutional guarantees afforded to criminal defendants.

# SESSION DESCRIPTIONS

## CP REVIEW - CRITICAL THINKING (SKILLS)

*Glenn A. Leier - Intermediate*

This session is a review of a legal memorandum for the Certified Paralegal Exam Skills portion, the second exam required for obtaining the Certified Paralegal (CP) from NALA. Although a keyword list and sample multiple-choice questions will be provided, they will not be the focus of the session. This course introduces the required format of a memorandum to pass the Skills portion. The session will be a discussion of a facts scenario, hypothetical statutes for writing the memorandum, and a sample memorandum based on the scenario. The sample memorandum will be dissected showing the different parts and format of the memorandum. The session will focus on facts, issues, discussions/analysis, and conclusions. The discussion will touch on the importance of proper grammar and clear writing, as well as the need to practice writing memoranda. Objectives for attendees include identifying, becoming familiar with, and understanding: (1) Relevant versus irrelevant facts; (2) Distractor facts; (3) Relevant versus irrelevant statutes; (4) Threshold, primary, and secondary issues; (5) The four parts of an issue; (6) Finding the assignment and issue; (7) Uncovering the essence of a statute; (8) Applying law to facts and using the application formula; (9) The parts of a conclusion; and (10) The breakdown of the 30 points on the Skills exam.

## CP REVIEW - ESTATE PLANNING AND PROBATE

*Glenn A. Leier - Basic*

This session assists those preparing for the Certified Paralegal Exam, focusing on review for the estate planning and probate portion of the Knowledge Exam. The topic will be presented in the form of an outline focusing on the keywords in this area of law. Bonus materials will include sample multiple-choice questions. This course is structured and organized to provide a guide for studying for the Knowledge portion. The session will focus on knowledge (recalling definitions of keywords), comprehension (understanding and giving examples of the main ideas of keywords), and application (using acquired knowledge about keywords to solve problems). The session will introduce the main estate planning tools such as wills, trusts, powers of attorney, advance directives, and non-probate transfers and the basic requirements of each. Probate administration will be discussed for testate succession and intestate succession. Objectives for attendees include: (1) Understand reasons for estate planning; (2) Identify the different types of wills, trusts, powers of attorney, and non-probate types of assets; (3) Review common provisions in wills and trusts; (4) Distinguish testate succession from intestate succession; (5) Identify the formalities for drafting a will; (6) Review the basic steps of a probate administration; (7) Become familiar with estate tax forms and concepts; (8) Identify challenges to wills and trusts; and (9) Discuss documents related to health care.

## CP REVIEW - LEGAL ESSAY WRITING

*Kelly A. LaGrave, ACP - Intermediate*

This session will assist those preparing for the Skills portion of the Certified Paralegal Exam. A sample essay will be given and discussed during the presentation. The session will focus on the following: (1) Learning how to identify relevant facts and issues; (2) The application of law to facts; (3) The analysis of issues and formation of conclusions; and (4) The organization of information and clarity of expression.

## CP REVIEW - LEGAL ETHICS

*Kelly A. LaGrave, ACP - Basic - Ethics*

This session will assist those preparing for the Certified Paralegal Exam, focusing on review for the ethics portion of the Knowledge Exam. The session will focus on the following: (1) Ethical responsibilities centering on performance of delegated work; (2) Paralegal professional responsibility; (3) Professional relationships; (4) Client and public contracts; and (5) Attorney code of ethics and discipline.

## CP REVIEW - REAL ESTATE AND PROPERTY

*Glenn A. Leier - Basic*

This session assists those preparing for the Certified Paralegal Exam review for the real estate and property portion of the Knowledge Exam. The session will be an outline focusing on the keywords in this area of law. Participants will receive sample multiple-choice questions. This course introduces a structure with techniques to organize participants' study for the Knowledge portion. The session will focus on knowledge, comprehension, and application of keywords. The review course will include a discussion of types of ownership which evolved to present day real estate interests, freehold estates, non-freehold estates, and future interests. The discussion includes the main types of property (real property, personal property, and fixtures) and why the law distinguishes the different types of property. The course introduces the three parts of real estate: the crust of the earth, airspace rights, and subsurface rights. Objectives for attendees include identifying, becoming familiar with, and understanding: (1) The different types of freehold estates (ownership) and non-freehold estates (leases); (2) Public and private controls on real estate ownership; (3) Easements; (4) Sales of real estate; (5) Types of financing; (6) Types of deeds and deed warranties; (7) Title search and examination, title insurance policies, and due diligence; (8) Surveys and legal descriptions; (9) Types of leases, and landlord and tenant issues; and (10) Real estate litigation.

## CP REVIEW - TORTS

*Jill I. Francisco, ACP - Basic*

This session assists those preparing for the Certified Paralegal Exam review for the Torts portion of the Knowledge Exam. Learning objectives include the following: (1) Knowing the definition of a tort, including the difference between a tort and a criminal act; (2) Understanding how and where different types of cases are filed and tried; (3) Understanding intentional torts, negligence, and strict liability; (4) Studying the Federal Torts Claim Act; and (5) Understanding how common law and state statutory law define the boundaries of tort law.



# SESSION DESCRIPTIONS

## CP REVIEW - UNITED STATES LEGAL SYSTEM

*Todd C. Richardson, J.D. - Basic*

This session will assist those preparing for the Certified Paralegal Exam, focusing on review for the United States legal system portion of the Knowledge Exam. This session introduces: (1) The fundamental principles of law, including statutory and common law, (2) U.S. federalism, (3) The adversary system, and (4) Alternative dispute resolution.

## DRAFTING AND PREPARING SUMMARY JUDGMENT MOTIONS

*E. Lee Whitwell - Intermediate*

This session will provide an overview of summary judgment motions. This session will cover the purpose of summary judgment; techniques for drafting summary judgment memos; tips for preparing attachments such as exhibits, affidavits, and statements of undisputed facts; and common pitfalls legal professionals run into in moving for or defending against summary judgment.

## EVERYTHING YOU WANTED TO KNOW ABOUT MOTIONS IN LIMINE

*Nancy L. Jordahl, ACP, FRP, FCP - Intermediate*

The Latin term "in limine" means at or on the threshold. This session will be concentrating on everything about Motions in Limine (preliminary motions that are used to request that certain testimony be excluded at trial). Learning objectives include the following: (1) Learn the basics about Motions in Limine; (2) Draft sample Motions in Limine for attorney review; and (3) Discover the paralegal's valuable role in assisting in preparation for Motion in Limine arguments.

## LAW ENFORCEMENT AND LEGAL STAFF

*S.M. Kernodle-Hodges - Basic*

Whether you are an advocate, a paralegal, or working as legal staff, it is critical as professionals in the legal field to know the rights of the people we interact with at the federal, state, or local levels. This session will help to understand your rights, the client's rights, and the attorney and legal staff rights when dealing with law enforcement.

## ONLINE TOOLS FOR OSINT ONLINE INVESTIGATIONS

*Erin Beffa - Basic*

This session is a hands-on lesson of some preferred online Open-Source Intelligence (OSINT) tools. Website based tools and browser extension tools will be presented during this session. These tools are designed to help automate and speed up online investigations which can be especially helpful to paralegals crunched for time. The session is appropriate for PC and Mac users. The session will focus on the following: (1) Review of online search engines vs. browsers; (2) Browser extensions for privacy and security; (3) Browser extensions for screen captures and documentation; (4) Historical data lookup tools (web archiving); (5) Image search tools; (6) Social media search websites; and (7) Investigation organization tools.

## POLICE SHOOTINGS, EXCESSIVE FORCE, AND THE CONSTITUTION

*E. Lee Whitwell - Intermediate*

This session will break down the Supreme Court and other federal courts' treatment of police officers' use of excessive or deadly force in the context of the U.S. Constitution. The audience will come away with a better understanding of when officers can and cannot use force; how courts analyze lawsuits and other allegations of excessive or unreasonable force; and pragmatic tips on what to look for in investigating, prosecuting, or defending allegations of excessive force.

## RESOLVE LIENS, ENSURE MEDICARE COMPLIANCE, AND PRESERVE GOVERNMENT BENEFITS

*Jason D. Lazarus - Intermediate*

This will cover lien resolution hot topics, Medicare compliance, government benefit preservation, and complex settlement planning issues.

## SECTION 1983: SUING TO PROTECT YOUR CONSTITUTIONAL RIGHTS

*E. Lee Whitwell - Intermediate*

This session will break down the statute 42 U.S.C. 1983--the vehicle through which citizens can sue municipalities and government officials for violations of their constitutional rights. It will cover basic principles of 1983 law, classic fact patterns that plaintiffs and defendants run into, and tips on prosecuting and defending such actions.

## SOCIAL MEDIA AND PARALEGALS - ETHICAL PITFALLS

*Joy C. Belk, NCCP - Intermediate - Ethics*

This session will cover how to properly use social media without crossing ethical boundaries. The do's and don'ts of gathering evidence on social media. Maintain client confidentiality on your social media. Participate in UPL on social media.

# SESSION DESCRIPTIONS

## SOCIAL SECURITY ADMINISTRATION DISABILITY CLAIMS - 5 STEP PROCESS

*Shawana Withrow Almendarez - Intermediate*

This session will define an Adult Disability for Title II and Title XVI Disability Claims using the Five-Step Sequential Evaluation Process. Learn the Sequential Nature of the Disability Determination Process and understand the Five-Steps Checklist and key components needed for determination of an individual's disability as defined by the Social Security Act.

## SOCIAL SECURITY DISABILITY CLAIMS - CLAIMS PROCESS

*Shawana Withrow Almendarez - Intermediate*

This session will cover processing a Title II and Title XVI Claim for Disability Benefits through the Social Security Administration's Hierarchy. The necessary forms to process Title II and Title XVI Claims will be covered.

## SPACE LAW 101

*Memme Onwudiwe - Basic*

This session will introduce the Outer Space Treaty and the Artemis Accords, two marquee documents important to global regulation of space activities. Learn the history and importance of these documents. Discuss common controversies in contemporary space law.

## STEPS TO BECOMING A FREELANCE PARALEGAL

*Rachel L. Royal, CP, NCCP - Intermediate - Non-substantive*

This course will focus on: (1) Types of freelancers (i.e. part-time supplement to full-time business owners) and the difference between a freelancer and an employee; (2) Business structure options; (3) Marketing and payment options; (4) How to prioritize tasks when working for multiple clients; and (5) Ethical hurdles for freelancers vs. employees.

## THE CLEAN WATER ACT AND HISTORY OF WATERS OF THE U.S.

*Rebecca E. Patty - Advanced*

Since the birth of the term Waters of the United States (WOTUS) alongside the passage of the Clean Water Act (CWA) in 1972, the contested interpretations, seemingly enigmatic court decisions, and noble attempts at further defining the term through rulemaking have been unceasing. This session will unravel the multiple, often conflicting court decisions, which have in turn caused difficulties in regulatory enforcement of the CWA.

## THE DEEPWATER HORIZON DISASTER AND ITS LEGAL LEGACY

*Rebecca E. Patty - Intermediate*

This session will review the world's worst environmental disaster, to date. Review the causes/failures that occurred aboard the Deepwater Horizon and discuss an overview of the parties, lawsuits, and class actions which resulted in the formation of the Multidistrict Litigation in front of Judge Carl Barbier in New Orleans, LA. Were there any lessons learned? What is the current status of Macondo 252?

## THE INTERSECTION OF THE LAW AND CLIMATE CHANGE

*Nancy L. Jordahl, ACP, FRP, FCP - Intermediate*

Merriam-Webster defines climate change as significant and long-lasting change in the Earth's climate and weather patterns. This session will review the history of laws related to climate change to date and discuss legal career options arising from climate change.

## THE IP OF THIS, THAT, AND THE OTHER

*Stephanie Durham-Rivera - Basic*

Overcoming common Intellectual Property (IP) ethical challenges paralegals commonly face; exploring IP social media issues and challenges; and providing up-to-date information and discussion of how the IP practice has changed for paralegals during the COVID pandemic.

## TIPS AND TACTICS FOR PARALEGALS IN WORKERS' COMPENSATION CLAIMS

*Stephanie Durham-Rivera - Basic*

Learn best practices and procedures for workers' compensation claims. Stay informed of the latest workers' comp trends and case law. Learn tips and strategies to efficiently investigate new claims. Request, organize, and summarize medical records while avoiding Health Insurance Portability and Accountability Act (HIPAA) violations. Uncover practical tips for handling wage loss compensation (temporary total disability (TTD), temporary partial disability (TPD), and permanent partial disability (PPD) benefits).

## TRAUMA-INFORMED LEGAL ADVOCACY

*S.M. Kernodle-Hodges - Basic*

Whether you are an advocate, a paralegal, or working with pro bono clients, it is critical to incorporate a trauma-informed approach into your professional routine. Most clients have experienced some form of trauma and it is important to understand that trauma and how it impacts clients and their interactions with those assisting them.



# SESSION DESCRIPTIONS

## USING OSINT TO SEARCH INDIVIDUAL AND BUSINESSES

*Erin Beffa - Intermediate*

This session is an introduction on how to conduct Open-Source Intelligence Techniques (OSINT) on an individual as well as a business. This session is designed to help paralegals during online investigations. The first half of the session will focus on investigating an individual. This may include identifying covert social media accounts, previously unknown email addresses, additional images of the subject, and finding personal details via people search engines. The second half of the session will focus on investigating a business. Documentation and file format OSINT techniques will be presented along with OSINT search tips. Breach databases and leak repository websites will be discussed as well.

## USING TECHNOLOGY TO CREATE WINNING LEGAL BRIEFS

*Judge Richard Dietz - Basic - Non-substantive*

This course focuses on how to use word processing formatting, such as font choice and size, spacing, heading and subheading design, and other related concepts to improve the persuasiveness of legal writing. Legal professionals often focus solely on the substance of legal arguments, but the formatting of filings, particularly in ways that improve readability and reader retention, are a key part of good legal writing and are often overlooked. This session covers how to use design and formatting elements to create winning legal briefs and other filings and how to educate other members of the legal team that these concepts are important.

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# VISIT PHOENIX

Serene desert gardens, one-of-a-kind museums, award-winning dining, and more: Make sure these can't-miss spots are on your Phoenix to-do list. **Learn more about exploring Phoenix at [www.visitphoenix.com](http://www.visitphoenix.com)**



## OUTDOORS

The Sonoran Desert is one of the most vibrant and unique deserts in the world. This vast landscape holds whispered puzzles, with clues hidden in the coyote's howl, the cactus wren's chatter, and the rustle of mesquite branches. Let your first glance linger, and you'll find abundant life and beauty.



## FUN & AMUSEMENT

You'll find all sorts of attractions and activities to do while visiting Phoenix. Check out the museums and cultural centers, zoos and wildlife parks, water parks, and other attractions!



## EAT + DRINK

Buzz-worthy eateries are as plentiful in Greater Phoenix as cactuses, and they come in just as many varieties. Some are the creations of celebrity chefs who grace the pages of magazines and the sets of cooking shows. Others are local gems that serve Southwestern and Mexican dishes crafted from homegrown ingredients such as peppers, pomegranates, and citrus fruits.



## NIGHTLIFE

Nightlight includes the Roosevelt Row Arts District with spots such as The Churchill; Sazerac; Arizona Wilderness Brewing Co.; Angels Trumpet Ale House; Crescent Ballroom, where local and national music acts take to the stage most every night of the year; Cobra Arcade Bar; Bitter & Twisted Cocktail Parlour; Little Rituals; Dust Cutter; and the two-block CityScape complex, which includes Chico Malo, and Blue Hound Kitchen & Cocktails.



## LAKE LIFE

Though many love Greater Phoenix for its scenic desert landscapes, an escape to a watery oasis can be a perfect summertime change of scenery. Phoenix has a number of lakes just a short drive away — all of which offer fun experiences for both thrill-seekers as well as those looking for relaxation.



## SHOPPING

From charming antique shops to chic boutiques to some of the nation's most fashionable shopping centers, Greater Phoenix claims some of the best retail therapy in the Southwest. The basic breakdown for where to find what goes like this: Scottsdale for high fashion; Central Phoenix for vintage finds; Uptown Phoenix for hipster goods; and Downtown Glendale for antiques.

### ATTENDEE INFORMATION

Last Name	First Name	M.I.
Preferred Street Address		
City	State	Zip/Postal Code
Phone Number	E-mail (Required for all conference and NALA related communications)	
Company Name		

### REGISTRATION TYPES

#### FULL CONF. REGISTRATION INCLUDES:

- 2022 NALA Conference Tote Bag
- Access to Expo Hall
- All 3 days of CLE Sessions
- 2022 Conference Recording Bundle
- Annual Meetings
- Thursday Lunch
- Affiliate Showcase & Reception
- Installation of Officers & Reception
- Conference App & Online Platform

#### IN-PERSON ATTENDEE

REGISTRATION TYPE	NALA MEMBER	NON-MEMBER	STUDENT MEMBER	THURSDAY ONLY	QUANTITY	TOTAL
Early Bird <sup>1</sup>	\$575	\$628	\$215	\$101		\$
Standard <sup>2</sup>	\$643	\$695	\$318	\$122		\$
Late <sup>3</sup>	\$695	\$725	\$400	\$122		\$

Full Conference

Full Conference

Full Conference

#### REGISTRATION INCLUDES:

- Livestream CLE sessions
- Annual Meetings
- Conference App & Online Platform

#### VIRTUAL ATTENDEE

REGISTRATION TYPE	NALA MEMBER	NON-MEMBER	STUDENT MEMBER	MEETINGS ONLY	QUANTITY	TOTAL
Early Bird <sup>1</sup>	\$149	\$199	\$99	Free		\$
Standard <sup>2</sup>	\$199	\$249	\$149	Free		\$
Late <sup>4</sup>	\$249	\$299	\$199	Free		\$

<sup>1</sup> Early Bird concludes May 13, 2022.

<sup>2</sup> Standard Registration is between May 14 and June 22, 2022.

<sup>3</sup> Late Registration for In-Person is between June 23 and July 14, 2022. On-site registration will be available at the Late Registration rate.

<sup>4</sup> Late Registration for Virtual is between June 23 and July 8, 2022. No virtual registration can be processed after July 8th.

Group Discounts available by request

### CANCELATION INFORMATION

**IN-PERSON ATTENDEES** who cancel their registration by June 22, 2022, will receive a 100% refund. Cancellations made after June 22nd will be charged a \$100 processing fee.

**VIRTUAL ATTENDEES** who cancel 8 days or more before the conference (by July 6, 2022) will receive a 100% refund. We are unable to process virtual refunds after July 6, 2022.

### COVID POLICY AGREEMENT

☐ By registering for this event I am acknowledging that I have read and hereby agree to the **NALA's COVID-19 Safety & Conference Policies** outlined online at [www.nala.org](http://www.nala.org).

#### BILLING & PAYMENT INFORMATION

☐ Check enclosed for \$ \_\_\_\_\_ (Make checks payable to NALA)

I authorize NALA to charge \$ \_\_\_\_\_ to my ☐ VISA ☐ Mastercard ☐ American Express ☐ Discover

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