

S u m m o n s

WESTERN DAKOTA ASSOCIATION OF
LEGAL ASSISTANTS

An Association for Paralegals/Legal Assistants

www.wdala.org

Melissa M. Klimpel, ACP, Editor

*President's Message**By Anna Heinen*

Hello Members! I hope this new year finds you and your loved ones happy and healthy. For those of you struggling with either one of these, please know that you are not alone. Everyone struggles and there is no shame in asking for help. I want you all to know that this organization should not add stress to your life, but help to relieve it. Things come up and life gets busy and hectic and that is ok. We are a team to assist when and where we can. This organization is here to assist you in your professional journey, but it also here for personal connections. So in addition to your triumphs, please feel free to share your struggles, as we are here for all support. Thank you for sharing your life with us.

In addition to journeys and connections, I would like to take a minute and discuss Mantras. A mantra is a word, statement, or slogan repeated frequently with the mission of becoming part of your vision and values. Who has one? I chose my mantra for 2023 to be "Pause", as there is power in space, in a breath, in a pause before you respond.

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President's Message continued

You get to choose - hate or love, anger or empathy, frustration or opportunity, lonely or together, irritation or understanding. Be kind. Pause.

Take a moment and think about your hopes for 2023. It may be a goal for you mentally, physically, professionally, or for your family. Let's choose a new mindset and direct our path towards fulfilling our lives!

It is the start of a new year and the beginning of some new things happening within our organization! The Board has discussed some new ideas for the year and I wanted to share a glimpse into what we are working on! We have decided to do an annual sponsorship, instead of our seminar sponsorships semiannually. This annual membership would include the organizations logo on our website, displayed business information and/or swag at our seminars, and a shout-out in our quarterly Summons throughout the year. We are hoping these added incentives would entice more business to sponsor our organization!

We have also discussed different methods of receiving payments. With the U.S. mail being unreliable we have looked into options of adding card payments. We are also hoping by adding this convenient payment option, we would boost membership, admission to our seminars, and donations. We are excited to roll out these new ideas and we hope they are positive changes for our organization!

I am looking forward to implementing new ideas for our organization throughout 2023. So, again, I want to know what WDALA can do better for you, its members, and its communities. If you want specific training sessions; more advice; one-on-one discussions;

group gatherings; volunteering options; We are here to listen and assist in any way possible. Please reach out!



Thank you for your continued support, and most of all, for continuing to participate and being involved with this organization!



Volunteer Spotlight



Anna Oleksik, CP

Why do you volunteer for WDALA?

I'm doing my part to keep our organization going.

Which event is your favorite? Why?

The fall seminar, I enjoy seeing the fruits of everyone's labors over the 2 day seminar. I also like seeing all our members and nerding out listening to our speakers. But I also enjoy our get-togethers in our district. It's great to see everyone and exchange stories.

Do you have a favorite memory from volunteering?

Seeing other gals show up in Williston for the Spring Seminar last year. It seemed almost bizarre to see members from other cities show up in my town. It was an honor.

What would you tell new members about volunteering for WDALA?

Many hands make light work, so come have some fun with us!

What motivates you to stay involved?

I'm very inspired by all the amazing women in our organization. I don't know how they do it, it's the least I can do.

What other organizations or causes do you volunteer for and support?

Mostly through my church, St. Joseph's in Williston. My mom led a fundraiser to support Ukraine at our church so I helped her with that. My sister did a nursing mission in Kenya with CMMB, a Catholic Organization, and I helped fund her trip. I also did a pilgrimage to Poland for World Youth day and I did a bunch of fundraising with the kids at our church to help fund their trip.

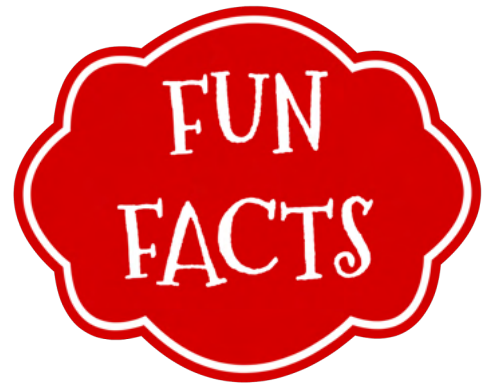
Volunteer Spotlight continued

What volunteer contribution or achievement are you most proud of?

Boosting membership in our district.

Tell us a fun fact about yourself!

As you are reading this I am probably in Jordan. I will be spending a full 8 days there. My friend and beloved co-worker is from Amman, Jordan and invited me to come with her to visit. We will be visiting Petra while we are there, it will be my third wonder of the world. I saw the Colosseum in 2019 and Chichen Itza in 2022.



NALA's Milestone Membership Anniversary (July - September 2022):

10 years: Jen J. Defoe, ACP

Get to Know . . . Jerod Tufte, Justice of the ND Supreme Court



What are your job duties?

My job duties are reading, more reading, committee meetings, further reading, some writing, still more reading, and attending court sessions.

What did you want to be when you grew up and are you currently doing it?

I grew up mostly in West Fargo. Back then I wanted to spend my time programming computers to do interesting things. I played some computer games but I mostly enjoyed programming and exploring the beginnings of the Internet and online bulletin board systems available only on dial-up modems.

What led you to this career and how did you get into your current field or position?

As I reached the end of my undergraduate education in computer engineering, I met someone who had been an engineer but went to law school with the goal of working in the area of patent law. I thought that sounded interesting and so I took the law school admissions test and decided I had the test scores and grades to get into a good program that would set me up for a career in the intersection of law and technology.

What's the biggest misconception people have about your position?

I think few people have the opportunity to read and think deeply on challenging issues, and few recognize the potential satisfaction in respectful disagreement. The biggest reward in this job is not when you persuade one of your colleagues to come to your side and form a narrow majority on a decision. The greatest satisfaction in this job is when the light finally goes on after a long and challenging discussion and you understand your colleague's argument. Having the gratitude to listen until you understand and being open to persuasion by a better argument can lead to personal growth and a great sense of camaradery with thoughtful colleagues.

Get to Know . . . Jerod Tufte, Justice of the ND Supreme Court continued

What is a typical day like at your job?

A typical day revolves around the calendar. If there are oral arguments, I will refresh on the briefs and the record and my notes about the cases. On days without arguments, typically I will either be reading briefs and cases and doing supplemental research to prepare for upcoming cases, or I will be writing and editing draft opinions for consideration by the rest of the court.



If you didn't have to work, what would you do with your time?

Most anything outdoors, especially if I can get my wife Mylynn or my kids to share it with me. When on my own, I enjoy running the gravel roads around my home in rural Kidder County and also the Maah Daah Hey trail in the North Dakota Badlands. I recently got a powered paraglider so that I can fly low and slow over our beautiful North Dakota countryside.

If you could meet any historical figure, who would they be?

There are so many people who had interesting lives and made what seem to us to be pivotal decisions. I'd require a translator to talk to Marcus Aurelius, Leonardo DaVinci, or Martin Luther. Having had court hearings with translators, that seems like it would make the meeting more challenging. I think I would enjoy an afternoon visiting with Winston Churchill to better understand his vision and courage in the face of a terrible threat of totalitarian domination.

Do you have any favorite quotes?

One I have on my wall is attributed to Marcus Aurelius: "Waste no more time arguing what a good man should be. Be one." It reminds me to walk the talk, know when it is time to stop arguing and take action, and try to be a good example for my kids and anyone else who may be watching.

Get to Know . . . Jerod Tufte, Justice of the ND Supreme Court continued

If you could only have three apps on your smartphone, which would you pick?

- ◆ BeyondPod – to download and listen to podcasts, usually listening at about 1.7x so I can listen to more in a shorter time.
- ◆ Kindle – to read and listen to books.
- ◆ Inoreader – to keep up with a long list of blogs relating to law, technology, policy, and current events.

What advice can you offer to attorneys / paralegals to make your job easier?

I really appreciate correct citations to the record and to cases, statutes and other authority. We recently eliminated the requirement that litigants prepare an appendix and revised our rule on citation to the record (N.D.R.App.P. 30). Related to this, we have document processing systems that can automatically recognize properly formatted record citations and also citations to most cases, statutes, administrative rules, and court rules. If the system recognizes a citation, it can embed a hyperlink into the PDF of the brief so that when a justice, staff attorney, or law clerk is reading the brief, the cited authority or part of the record is just a click away. It is a great time saver but it only works if the citation is close enough to the correct citation format for the computer's pattern matching to recognize it.



Is A Balanced Life Possible?

By Janell Meier, Certified Oola Life Coach

I was sitting across the boardroom table from my manager. We were both looking at the ratings he gave me in each category for my annual review.

Attention to Detail – Exceptional. A team player – Exceptional. The list went on and almost every category was marked Exceptional, with a lengthy description of why.

Exceptional. Exceptional. Exceptional.

My manager went on to explain to me that he's never given such high ratings on a review before. He pointed out that he rarely gives even one Exceptional rating, let alone this many. All of a sudden, I could feel my body tighten. I blinked numerous times to try to stop what I knew was coming. The tears welled up anyway.

I was mad. Mad at myself. This is what I worked so hard for every day. To be "Exceptional". Now that I was in that moment, I realized how much I stressed myself out to get there. How I would stay late, skip lunches and breaks, and then come home to my husband exhausted. No energy for little else in the evenings because I left all my energy at work. This was almost 10 years ago. It was also 5 years after a breast cancer diagnosis at the age of 27.

Since then, I've changed roles within my company. And yet, I kept recognizing a cycle in my career. I continued to pour everything into my day job and was left exhausted in the evenings. I was still left unfulfilled and trying to do better. Trying to take on more to ease the load of my coworkers. I'd stay late to finish just a few more reports. It was all I knew. I wanted to change, but I didn't know how.



Is A Balanced Life Possible? continued

In the meantime, my cancer returned and is now metastatic. You'd think that type of diagnosis would be enough of a wake-up call to change my perspective on life, but it wasn't. I would receive chemotherapy every 3rd Monday morning. After chemotherapy, I'd go straight back to work. Those weeks I'd skip my lunch hours to make up my time away.

Then I was gifted a book that changed my perspective, "Oola For Women: Find Balance in an Unbalanced World" written by Troy Amdahl and Dave Braun. I will admit that at first, I judged the book by the cover. *Balance, yeah right. And what could these guys possibly know about balance for women?* After being inspired by following the authors, Dave and Troy, on social media, I decided to give the book a try.



One concept of Oola that resonated with me most is that each of us is juggling 7 areas of life at all times. The 7 areas are:

- ◆ Fitness (including physical and mental health)
- ◆ Finance
- ◆ Family
- ◆ Field (career, volunteering, stay-at-home parents, students)
- ◆ Faith (a belief in something bigger than yourself)
- ◆ Friends
- ◆ Fun

At different times in life, it's easy to get hyper-focused on just a few of these areas. But over time, the areas we might neglect can cause stressors later on.

Is A Balanced Life Possible? continued



Within the book is a self-assessment, where you answer 10 questions in each of the 7 F's to determine where you are currently at in life. Then you can pinpoint and visualize these areas on a wheel. The wheel visual was the motivation I needed to make changes in my life. It was at that moment when I realized just how much that pouring into my Field (my career) was affecting the other 6 areas of my life. I

recognized how unhappy I was; and how I was taking it out on my husband and daughter. The ones that mean the most to me in life. I wasn't taking time to eat healthy meals or exercise. And I wasn't seeing my friends and having fun as much as I would have liked.

From that experience, I used the framework outlined in the book to help me create goals in all 7 areas, to start living the life I wanted. I started with tiny actions that I could do every day:

- ◆ Take a 15-minute break and go for a walk
- ◆ Stand up and stretch every hour
- ◆ Create better boundaries around my work schedule
- ◆ Plan a fun game night with my family
- ◆ Instead of showing up 30 minutes early to work, take a few extra minutes in the morning to read a devotional while sipping coffee

Is A Balanced Life Possible? continued

As I created more space and time away from work, I realized I was showing up more fully for everyone. I realized I was able to better handle my work stress. I was making time to take better care of myself.

I am now a Certified Oola Life Coach. I am thrilled to serve and inspire others to heal and grow; to thrive through all circumstances. I know how hard and overwhelming it can be to balance all of life. And yet, I've learned how beautiful it is to thrive and grow in all 7 areas.

If you're feeling overwhelmed or stuck in some of the 7 areas of life (Fitness, Finance, Family, Field, Faith, Friends, and Fun), here are some ideas to take action toward change:

- ◆ Take a few minutes to see which areas of life might be causing you the most stress, by taking the free wheel assessment. It can be found at: janell-meier.com
- ◆ Think about what you want to change and why. Then take 3 action steps every day toward those positive changes.
- ◆ Set Boundaries (this might be with your family, friends, or your career)
- ◆ Be open and honest with yourself, your work team, and your family. If you're feeling stressed and overwhelmed, what can others do to help that? Maybe it's asking for help at home with your family. Or being honest with yourself that you need to do better about taking breaks throughout the work day.



ACTION
CHANGES
THINGS

Is A Balanced Life Possible? continued

- ◆ Always try to keep perspective of what matters in the end. Whether that be what matters at the end of a week, the end of a year, or the end of your life. I worked very closely with a good friend for 5 years. She passed away from metastatic breast cancer. It was eye-opening how quickly her desk was cleared and our team stopped speaking her name.
- ◆ Think of one of the 7 F's that doesn't come naturally to you. Now, try something new and different in this area.
- ◆ Take care of yourself. I found that I needed to have more self-love. I had to give myself the same grace that I gave everyone else.



Janell Meier is a determined wife, mother, corporate employee, and Certified Oola Life Coach. Janell's way of finding joy and hope in each day inspires others to be grateful while designing the life they want. Diagnosed with breast cancer at the age of 27, Janell learned quickly that life doesn't always happen how we want. Years later she made her dreams come true by earning the title of mommy through the help of an amazing gestational carrier. Just when her little family of three was starting to live their "happily ever after", Janell's cancer metastasized. She juggled a full-time career, caring for a newborn, and receiving chemotherapy along with all of life's other responsibilities. Eventually, she realized she could take

much-needed time for what she wanted in life. And by doing so, she was able to show up for others in a more impactful way. She now provides support to other women that are feeling overwhelmed with both the chaos and repetitiveness of life.

Janell lives in Fargo, North Dakota with her husband Brian and her 7-year-old daughter Brielle. She has a love for writing, rollerblading, family vacations, excel spreadsheets, and Kenny Chesney concerts. She is thriving with stage 4 metastatic breast cancer while gratefully watching her baby grow up.

She is passionate about helping others to thrive through all circumstances; to find the balance and love for life that she always thought was unattainable. You can learn more about Janell at: janellmeier.com

Differences Between State Court and Federal Court Practices

By Peter D. Welte, Chief Judge of the US District Court of ND

Before I was appointed to the bench, I spent most of my practice in state and municipal courts. Accordingly, I'm always eager to discuss the practical differences between state court and federal court practices. I've done so with several local bar associations and service clubs. I was privileged to be asked to present a webinar about the topic to the State Bar Association of North Dakota. So it is with delight that I submit this brief article for the Summons.



First, there are several similarities between a state and a federal court practice. Attorneys and paralegals have ethical rules that they must adhere to, for example. There are rules of practice, locally and on a larger scale, in both a state court practice and a federal court practice. Then, of course, there is “the law”, which in both cases is based on statutes and on case precedent. So fundamentally the two practice venues are similar.

The first fundamental difference is that a state court is usually a court of general jurisdiction. That is to say that a state court can hear any type of case from small claims all the way up the ladder to a medical malpractice case, or even a murder case. Federal courts are, on the other hand, courts of very limited jurisdiction. For example, you'll never see a divorce case filed in federal court, since Congress hasn't statutorily authorized jurisdiction to the court for such a case.

Additionally, the federal court has jurisdiction of offenses that occur in “Indian country”, or on any of the five federally recognized reservations, and one dedicated community, within the borders of North Dakota. Generally, if the United States Attorneys office charges out a case in Indian country, the local authorities will not pursue the same case. There are exceptions to this general rule.

Differences Between State Court and Federal Court Practices continued

Accordingly, the basic caseload of a state court will be far more voluminous than that of a federal court. In the District of North Dakota, our federal court typically handles less than 350 cases per year. In a state district court in Minnesota or North Dakota, that might be the same number of cases handled in a two-week period, or a month.

Voir dire—jury selection—in the federal system is different than in the state system. In the state system, most of voir dire is conducted by the attorneys themselves. The questioning of the jury panel typically consists of extensive questioning by attorneys for either side, with some limited questioning of the jury panel by the judge. However, in the federal system, almost the entire voir dire is conducted by the judge, with each side being limited to 15-20 minutes of questioning by their attorney. There are some exceptions, as the federal judge does have flexibility to change the typical protocol, but exceptions to the general rule are rare.

In a criminal case, there are generally four ways a person can be charged with a crime: with a traffic citation, a Complaint, an Information, or by indictment of the grand jury. A Complaint or an Information are merely a criminal charging document, setting forth the nature of the charges and the essential elements of the crime. In state court, a Complaint or an Information are by far the most common way to initiate criminal charges against a defendant.

However, in the federal system, nearly all criminal charges are initiated by indictment of the grand jury. This is a procedure that is assiduously adhered to by all federal courts.



Differences Between State Court and Federal Court Practices continued

And although there are the occasional criminal charges by Complaint or Information, even if that is the case then the federal court must go through a specific and detailed process for “waiver of indictment”, including the execution by the defendant and the defense attorney, in court, of the appropriate document, which is then signed by the judge and filed in the record in the pertinent case.

Jury instructions in the federal system tend to be less voluminous than jury instructions in the state system. Additionally, jury instructions in the federal system tend to adhere closely to the “pattern instructions” of the circuit in which the federal district court is based. In the state system, on the other hand, you may see more “creative” or “unique” jury instructions, depending upon the type of case being heard.

Parole no longer exists in the federal system. So criminal defendants in a federal case will serve their sentence in its entirety, less good time (which can be about 85% of the original sentence). Conversely, in the state system it is highly unusual for defendants to serve their entire sentence, even if the sentence is “life with parole”.

Similarly, there really isn’t any true “bond” in the federal system for a criminal defendant. There is either “release” or “no release” while the charge is pending. Conversely, in the state system nearly all criminal defendants are afforded a chance to post bond, or at least a chance to have a bond set against the charges, even if the amount of bond set by the state court is too high for the defendant to realistically post.

Finally, sentencing in criminal cases is much different between the state and the federal systems. In the federal system, the court is tasked with imposing a sentence that is “sufficient but not greater than necessary” under the Sentencing Reform Act of 1984. This includes a mandatory consideration by the federal court of the factors under 18 USC 3553(a). There are seven such statutory factors. The first factor is the nature and the circumstances of the offense and the history and characteristics of the defendant. The second factor is a consideration by the court of the need for the sentence imposed to reflect the purposes of sentencing (for example deterrence, respect for the law, protection of the public, rehabilitation of the defendant). The court must consider as a third factor the kinds of sentences available to the court. The fourth and fifth factors are the sentencing range established by application of the sentencing guidelines, and the policy statements set forth by the United States Sentencing Commission. The court must consider as a sixth

Differences Between State Court and Federal Court Practices continued

factor the need to avoid unwarranted sentencing disparities amongst defendants with similar records who have been found guilty of similar conduct. Finally, the federal sentencing court must consider the need to provide restitution to victims of the defendant's offense.

On the other hand, in state court there tends to be a little more latitude and discretion afforded to a sentencing judge. Additionally, in state court there tends to be less punitive minimum-mandatory sentences for drug-related and firearm-related offenses.

There are other differences between a federal practice and a state practice, to be sure. This article is meant to be more practical than academic. Regardless of the type of practice, there is a need for good legal practitioners, who believe in doing justly and acting ethically. My hope is that you find such a practice and enjoy every day of work in that practice.



On August 6, 2019, Judge Peter D. Welte was sworn in as a District Judge for the U.S. District Court for the District of North Dakota.

Judge Welte began his career in private practice with Juntunen, Hager and Welte, based in Grand Forks, North Dakota. He was appointed Steele County (ND) State's Attorney in 1998 and was appointed as an Assistant State's Attorney in Grand Forks County in 1999. As an Assistant State's Attorney, he was one of the first prosecutors in North Dakota to prosecute crimes of domestic violence, sexual assault and stalking under the Violence Against Women Act. He was elected Grand Forks County State's Attorney in 2002, serving as the elected State's Attorney until 2015, when he left public practice to reenter private practice by establishing the Vogel Law Firm's branch office in Grand Forks, North Dakota.

Since November 2019, he has served as Chief Judge of the U.S. District Court for the District of North Dakota.

How to Avoid Doxxing - And What To Do If It Happens To You

By Steven Bradley — Certified Law Enforcement Professional, National Trainer on Cybersecurity, and OurFamilyWizard Professional Liaison

Doxxing can maliciously expose your personal information, but there are ways to prevent it, detect it, and mitigate it.

WHAT IS DOXXING?

Doxxing means taking a person's private information and posting it publicly online. The goal is often to shame, embarrass, punish, or endanger the victim.

A doxxer might discover and publicly post your real name, connecting your anonymous internet accounts to your real-life reputation. Other doxxable information includes your address, personal photos and videos, and even your credit card information. The term "doxxing" comes from the slang "dropping docs," meaning finding and sharing documents.

THE DANGERS OF DOXXING FOR JUDGES AND LEGAL PROFESSIONALS

In a usual doxxing scenario, the victim posts controversial ideas online. But it doesn't have to start on the web—for example, if a judge makes a real-life decision that a doxxer dislikes, the doxxer could resort to the internet to try to punish them.

Earlier in 2022, the Supreme Court voted to abolish *Roe v. Wade*. In response, some activists [posted private information about the 5 majority justices](#) on TikTok, including their supposed home addresses, IP addresses, and credit card data. Once TikTok received alerts about this content, which violated its policies, it tried to remove the videos, but it was impossible to track down every repost from smaller accounts.

Nearly all family law cases (99%) involve a digital component, as I discuss in my webinar, [Technology, The Silent Witness: What you need to know](#). But sometimes, the digital component bleeds beyond the case itself to affect even the family law professionals involved.



How to Avoid Doxxing - And What To Do If It Happens To You continued

IS DOXXING ILLEGAL?

The answer is usually no: doxxing tends not to be illegal, if the information exposed lies within the public domain, and it was obtained using legal methods. However, there can be more to the story. In a personal interview, Honorable Justice Jason Emilios Dimitris explained, “While many believe that ‘doxxing’ is protected by our First Amendment, publishing someone’s personal information, even if legally obtained, can constitute intimidation, harassment, or stalking.” He added, “Doxxing can also violate the rules of some websites, and these organizations may assist with deterrence in the form of sanctions.”



METHODS OF DOXXING

Doxxers use a number of tricks, ranging from the technically legal to the categorically criminal, and ranging from simple searches to complex technical maneuvers.

- **Stalking you online and scouring your digital behavior:** If you post anything online, even if it’s seemingly innocuous, doxxers can hunt for clues that lead them to more information. They can connect multiple social media accounts with each other and/or with your real identity. Even if you don’t use social media, your information is everywhere. Oil changes, grocery store discount cards, frequent buyer programs, schools, healthcare entities, faith communities, genealogy sites, organizations you belong to, and more all gather your info. If there is a weak link, a doxxer can use it to their advantage.
- **Packet sniffing:** By connecting to your computer network, the doxxer can observe your online behavior, even picking up login information and credit card numbers.

How to Avoid Doxxing - And What To Do If It Happens To You continued

- **Combing through government records:** Many government records are public—like marriage licenses, business licenses, DMV records, voter registration logs, and court records.
- **Phishing:** If you click a link in a fraudulent email, the sender may be able to read and intercept your emails and harvest private information.
- **Getting information from data brokers:** Some websites, like whitepages.com or peoplefinder.com, store personal information about nearly anyone. Google your full name + your state to see a glimpse of the information such sites have on you. To view your full file, a doxxer would simply have to pay the site.
- **Tricking your IP provider:** If a doxxer can get ahold of your IP address, then they can pretend to be you, contact your internet service provider (ISP), and request more of your registered personal information.
- **Gathering your information through free apps:** Free apps are a major offender for gathering your information without always keeping it secure. This information can include your location, the people you communicate with, and more. A reputable, paid platform like the co-parenting app OurFamilyWizard, on the other hand, keeps its users' information secure. When family law professionals use apps like [OurFamilyWizard](#), they help protect the safety and privacy of the clients they serve. Privacy equals safety.

HOW TO PROTECT YOURSELF FROM DOXXING

There are relatively simple ways to discourage doxxers and protect your information.

- **Protect your social media accounts:** If you use social media, keep your accounts set to private. Don't post any information about your whereabouts. Don't discuss anything that would embarrass you if it was leaked.



How to Avoid Doxxing - And What To Do If It Happens To You continued

- **Don't repeat usernames or passwords:** If your TikTok username is revealed, and you used the same username for Reddit and Instagram, then you are triply exposed. Or if a doxxer uncovers your password for one site, and it lets them log into multiple sites, then they can see even more personal information. Change your passwords regularly. Use two-factor authentication whenever possible. If it's offered, choose an authenticator app rather than just a text message.
- **Use a virtual private network (VPN):** A VPN encrypts your internet traffic and behavior. It is much harder to intercept than normal web browsing.
- **Get your info off data broker websites:** It's a lot of work to get the sites to remove your data, but you can also [pay data-removal services](#) to handle it for you, as explained by Consumer Reports.
- **Only give your information to sites you trust:** For example, [OurFamilyWizard](#) protects the security of its users' information by collecting only essential data and storing it on a private, secure server.

HOW DO YOU KNOW WHEN YOU'RE BEING DOXXED?

There's one simple method for discovering any doxxing threats: Search for your information online—often. “I strongly urge judges to remain vigilant,” said Judge Dimitris, “and set up regular repeating Internet searches of their names to quickly and easily learn of doxxing threats against them.”



To set up a Google Alert, type Google Alert into the search bar of Google.com. Choose your name, your law firm, your courthouse, etc. You can set multiple alerts, and you will receive an email notification when something new is posted containing those search terms. You can also set up alerts in Lexis and Westlaw so that when someone looks up your information, these websites will alert you.

How to Avoid Doxxing - And What To Do If It Happens To You continued

WHAT SHOULD YOU DO IF YOU'RE DOXXED?

- **Lock down all your accounts:** Change your passwords and your usernames and make sure you have the strongest privacy settings.
- **Ask someone else to help:** Being doxxed is mentally and emotionally draining—ask a friend or family member to help.
- **Document everything:** Take screenshots and download anything that proves you've been doxxed.
- **Report it to the site:** Report the violation to each platform or website affected. Doxxing violates nearly every website's terms of service.
- **Report it to your financial institutions:** Your bank or credit card provider might cancel your cards and send you new ones.
- **Report it to the police:** If the doxxing includes any type of threat, inform the police.



THE BOTTOM LINE

Doxxing is dangerous, but there are things you can do to avoid it, discover it, and mitigate it. The most important thing is to stay vigilant.

For further information, consider taking my CLE about a day in the life of a digital offender, [Doxxing 101: Are You Safe?](#)

Steven Bradley may be reached by email at sbradley@ourfamilywizard.com.

How to Avoid Doxxing - And What To Do If It Happens To You continued

RESOURCES

- Berkeley Office of Ethics. [Protect yourself from "Doxxing."](#)
- Heimdal Security. [What is Doxxing and How to Avoid It.](#)
- WIRED. [What to Do if You're Being Doxed.](#)
- NBC News. [TikTok users are 'doxxing' Supreme Court Justices after overturning Roe v. Wade.](#)
- Ars Technica. [TikTok can't stop users from doxxing the Supreme Court.](#)
- Kaspersky. [What is Doxing – Definition and Explanation.](#)
- Consumer Reports. [How to Delete Your Information From People-Search Sites.](#)
- Norton. [What is doxing?](#)
- Avast. [What Is Doxing and How Can You Prevent It?](#)



With an extensive law enforcement career focusing on investigating crimes against persons, specializing in sex crimes, child abuse, domestic violence, human trafficking, and crimes against the elderly, Steven Bradley was recruited by the FBI to investigate technology and cyber related crimes. After graduating the FBI Academy with honors, he began combating many types of technology crimes including child pornography, cyberstalking, financial exploitation, and apprehending child predators. Later in his career, Steven began working with State Coalitions, and local domestic violence/sexual assault centers on bridging the gaps

between law enforcement and community partners to better support survivors and victims. It was there, that Steven led many group discussions and trainings on proper investigative techniques and working together for offender accountability. Now as part of the Our Family Wizard professional team, Steven further promotes the empowerment and healthy communication between separated and divorced parents via technology. Steven is internationally recognized as an expert on law enforcement's response to intimate partner violence, technology forensics, and stalking/cyberstalking. As an International Trainer for 25 years, Steven is known for his real world practical education and has provided training throughout the globe on many related topics.

Magistrate Judges - An Integral Part of the Federal Court System

By Alice R. Senechal, Clare R. Hochhalter, and Charles S. Miller, Jr., United States Magistrate Judges, District of North Dakota

In the federal trial courts, both District Judges and Magistrate Judges hear a wide variety of civil and criminal cases. While District Judges have authority to decide any part of any federal civil or criminal case filed in their districts, Magistrate Judges have authority to decide parts—and in some circumstances all—of those same cases. Because of the multitude of matters they must decide, no two days in the work life of a Magistrate Judge are the same. Among the 94 Federal District Courts, there are differences in the types of matters assigned to Magistrate Judges. The authors of this article, who serve as Magistrate Judges in the District of North Dakota, write primarily about their work in that district.

In 1990, Congress changed the title of the position from “Magistrate” to “Magistrate Judge.” It is no longer correct to refer to a “Federal Magistrate.” Instead, the title Magistrate Judge, or Judge, is to be used.

Magistrate Judges around the country commonly address applications for search warrants and arrest warrants. When a criminal defendant is arrested or summoned to appear to answer to a criminal charge, Magistrate Judges conduct initial appearances to advise defendants of the charges they are facing and of their rights. Magistrate Judges decide whether a defendant is entitled to court-appointed counsel because of indigency. Concurrently with—or subsequent to—initial appearances, Magistrate Judges conduct arraignments at which defendants enter pleas to the charges. If the United States moves for pretrial detention of a defendant, a Magistrate Judge conducts a detention hearing at which the parties present evidence relevant to the issue of detention or release. A Pretrial Services Officer does background investigation before a detention hearing and makes a recommendation as to whether the individual should be held in custody until trial or released on conditions.

Magistrate Judges—An Integral Part of the Federal Court System continued

If a defendant is charged with a misdemeanor, a Magistrate Judge has authority to conduct a trial and order a sentence of up to one year if the defendant is found guilty. If a defendant is charged with a felony, only District Judges have authority for trial and sentencing.

Sometimes, Magistrate Judges conduct evidentiary hearings on suppression motions and prepare a Report and Recommendation for the presiding District Judge. In felony cases, Magistrate Judges might also address discovery motions, motions requesting substitute court-appointed counsel, or other pretrial matters.

In our district, the Magistrate Judges spend more of their time working on civil cases rather than criminal cases. If all parties consent, a Magistrate Judge can decide a civil case in its entirety. Our district has a practice of assigning certain types of cases to Magistrate Judges at the time they are filed, though those cases are reassigned to a District Judge if all parties do not give written consent to jurisdiction of a Magistrate Judge.



Cases assigned to Magistrate Judges at the time of filing include appeals of administrative decisions on Social Security disability benefit claims, prisoner habeas claims, prisoner civil rights claims, and cases in which the plaintiff is not represented by an attorney. If all parties in one of those types of cases do not consent to Magistrate Judge jurisdiction, the case is reassigned to a District Judge, but a Magistrate

Judge is assigned as a “Referral Judge” and commonly prepares Reports and Recommendations on any motions that might be filed.

Pretrial civil case management is a common responsibility of Magistrate Judges throughout the country. Regardless of whether the parties consent to Magistrate Judge jurisdiction, Magistrate Judges conduct scheduling conferences, rule on discovery disputes, and rule on motions that are not dispositive of a case.

Magistrate Judges—An Integral Part of the Federal Court System continued

In our district, and around the country, Magistrate Judges may act as mediators in civil cases where they are not the presiding judge. For example, if the parties consent to Magistrate Judge jurisdiction and the case is assigned to Magistrate Judge Hochhalter, Magistrate Judge Senechal will be available to conduct a mediation.

Article III of the United States Constitution provides for judicial power to be vested in “one supreme Court, and in such inferior Courts as the Congress may from time to time establish.” Congress established inferior Courts such as appellate courts, federal district courts, bankruptcy courts, and others, and provided for the selection of a number of federal judges, including District Judges and Magistrate Judges. By statute, District Judges are nominated by the President and confirmed by the Senate to lifetime appointments. Magistrate Judges are selected and appointed through a different process. When there is an opening in a Magistrate Judge position, the District Judges appoint a Merit Selection Panel to review applications and to select up to five finalists. The Merit Selection Panel includes both attorneys and non-attorneys who reside in the district. The District Judges choose a Magistrate Judge from among those finalists.

Full-time Magistrate Judges serve eight-year terms and part-time Magistrate Judges serve four-year terms. When the end of a Magistrate Judge’s term approaches, the District Judges determine whether a judge should be considered for reappointment to another term. If reappointment is to be considered, the District Judges appoint a panel of attorneys and non-attorneys to consider public comment on the possibility of reappointment, interview the reappointment candidate, and recommend to the District Judges whether the Magistrate Judge should serve another term.

Around the country, there are currently 562 full-time Magistrate Judge positions and 25 part-time Magistrate Judge positions, with the part-time Magistrate Judges responsible primarily for initial stages of criminal cases. Retired Magistrate Judges sometimes agree to work on recall status, as Magistrate Judge Miller has done since his 2018 retirement. Recalled Magistrate Judges decide the extent of their caseload.



Magistrate Judges—An Integral Part of the Federal Court System continued

Since the Magistrate Judges system was established, responsibilities of those positions have increased over time. As described in a 2016 law review article, Magistrate Judges are considered to be “nothing less than indispensable.”



Alice R. Senechal received a B.S. degree from North Dakota State University and a J.D. from the University of Minnesota. Following law school graduation, she clerked with U.S. District Judge Bruce M. Van Sickle for two years. She was in private practice with Robert Vogel Law Office, P.C. from 1985 to 2015. She served as a part-time U.S. Magistrate Judge in the U.S. District Court of North Dakota from 1990 to 2015 and was appointed as a full-time U.S. Magistrate Judge in February, 2015.

Clare R. Hochhalter received a B.A. from the University of Jamestown in 1979 and a J.D. from the University of North Dakota School of Law in 1983. Following law school, he served as an Assistant Attorney General for the State of North Dakota. In 1988, he joined the U.S. Attorney’s Office and served as an Assistant U.S. Attorney for thirty years. He was appointed as a full-time U.S. Magistrate Judge in February 2019.



Charles S. Miller, Jr. received a B.A. and J.D. from the University of North Dakota. Following law school, he was in private practice with Ohnstad Twichell, P.C. from 1976- to 1977. He joined Basin Electric Power Cooperative as a staff attorney from 1977 to 1982 and then served as an Assistant U.S. Attorney from 1982 to 1987. He returned to private practice with Fleck, Mather & Strutz, Ltd. until his appointment as a full-time U.S. Magistrate Judge in 2004.

Lawyer Impairment: The Role of Legal Professionals

*By Joan Bibelhausen, JD, Executive Director,
Lawyers Concerned for Lawyers, help@mnlcl.org*

What would you do if the lawyer you work for returned from lunch, smelling of alcohol, and asked you to cancel his next appointment and say he had a client emergency? What would you do if the lawyer you work for was not completing a needed document and a partner kept asking you about it? When you knocked on her door and went into the office, she was staring at the same place on the same piece of paper you had seen an hour before.

Impairment due to mental illness and addiction has long been an issue for the legal profession and lawyer assistance programs are ready to help. Lawyers are twice as likely as the rest of the population to suffer from alcoholism and more than three times as likely to suffer from depression. There are also other addictions and mental illnesses present for the profession, but these are the primary ones that affect lawyers. Unresolved stress is a predictor for depression and addiction, and the legal profession certainly has its share. And this impacts all legal professionals, not just the lawyers.



Significant percentages of workers generally report that their jobs are stressful and most of us believe we have more on the job stress than our parents. Supporting those who experience stress can certainly create a stressful environment. Sources of stress can include environmental factors such as workload and the adversarial system. Stress may arise in the workplace when an emergency occurs requiring overtime or when masses of unorganized materials are handed off to staff with little guidance and a looming deadline.

Lawyer Impairment: The Role of Legal Professionals continued

Individual characteristics of lawyers can affect other legal professionals. For example, while the need to attend to details in complex matters and meet deadlines is important, a tendency to seek perfectionism in all things can be debilitating when the inevitable mistake occurs. If you have worked for a perfectionist, you see what a mistake does to them but, it also has an effect on you, regardless of the ultimate responsibility for the mistake.

Lawyers are problem solvers and must thoroughly analyze a problem to understand it and seek a solution. After delving into what could go wrong, over and over again, is it any surprise that lawyers generally are viewed as pessimists? A third source of individual stress is the secondary or vicarious trauma of reviewing difficult facts and circumstances, repeatedly, to determine what actually happened. That has an impact on the lawyer and those around him or her.

With unresolved stress as a predictor for mental illness and addiction, non-attorney legal professionals may find themselves working for lawyers who are impaired, and you will be the co-worker who sees it most closely. For lawyers, the primary addiction issue is alcohol, although there are also concerns with drugs such as cocaine, prescription drugs and methamphetamines as well as processes such as gambling, internet, and sex addictions. Addiction is generally understood as a brain disease in which there is a physical and psychological need for substances or processes. While they are not necessary to sustain life, they are deemed to be so by the user.

Alcoholics can often function at very high levels but they will go to great lengths to protect their relationship with the alcohol and its supply. Yet there can be harm to the clients or the organization because of reduced ability to deal with complex issues and problems. Addiction can have a considerable impact upon coworkers because this is a family disease and the work family is affected. Other professionals may be asked to or may feel compelled to engage in behavior that protects or enables the lawyer in their addiction, because that may seem necessary or important to protect your job. This is co-dependency which occurs when another modifies his or her behavior to adapt to the behavior of the user. The bottom line is that anything seen as a threat to the use will be seen as a threat to the individual and this can be very difficult in a power relationship.

Lawyer Impairment: The Role of Legal Professionals continued

What do you look for? Most important are changes in behavior. Are there little things such as grooming, punctuality and reduced performance through the day? Are there bigger things that grow slowly such as missed or late appointments and deadlines, phone calls that aren't returned promptly and dishonesty? Are you asked to make excuses, cover for absences or even lie? While these may not specifically point to addiction, they do point to a problem.

The individual who is suffering from depression or another mental illness may also create a codependency situation for coworkers as they try to hide their increased feeling of helplessness. This can arise as hostility, anger or increasing excuses why a certain task has not been completed or a deadline met. Normal workflow will change to a series of emergencies as the lawyer is only able to function when there is no other choice, and then may do so poorly. The colleague will scramble to anticipate what is coming and to lessen the impact when that emergency occurs, or may try to cover for the lawyer by taking care of some things that they may not fully understand.

These adaptations by non-lawyers will typically only result in problems. The impaired lawyer will become more impaired and possibly more intimidating and the clients and organization may be harmed. Ethically, your attorney is responsible for supervising you and for your work product. If you are not receiving that supervision, your career is at risk as well.

What do you look for? Again, changes in behavior are important. The person who is depressed may feel very little joy in the things that normally bring pleasure. While there may be an appearance of sadness, there may also be simply a lack of response or a "flat affect." There may be greater anxiety – depression and anxiety may go hand in hand or anxiety may stand alone. The person who is overly anxious will appear to be overwhelmed and encumbered. Age related issues are beginning to take greater prominence as the population ages. The lawyer may forget something they already completed or agreed to.



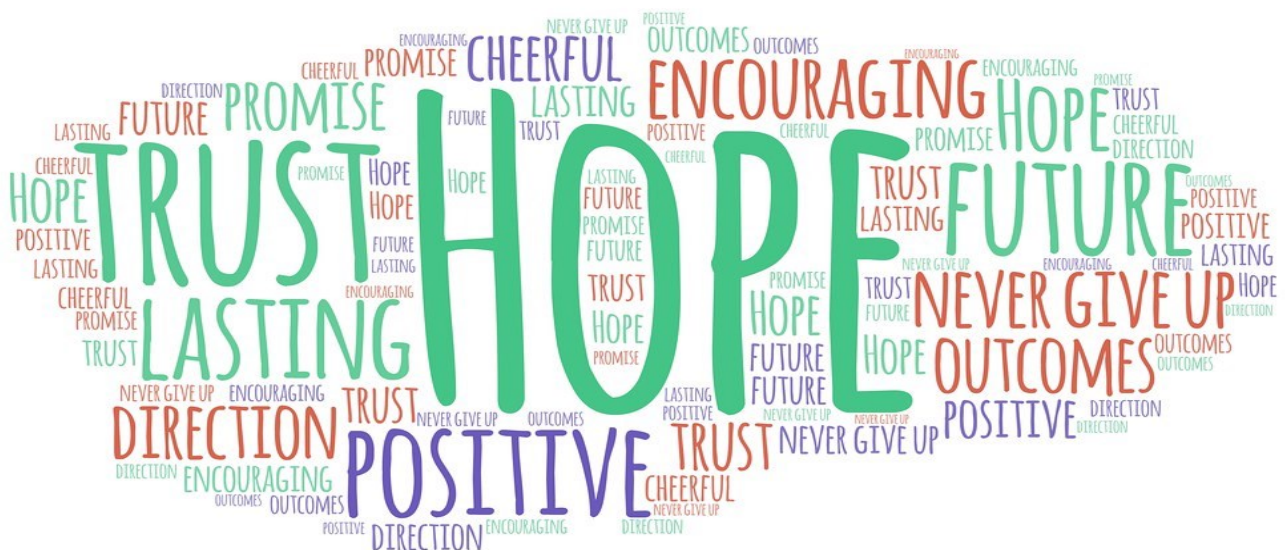
Lawyer Impairment: The Role of Legal Professionals continued

If you decide to act, what are your options? Often the legal staff member can feel isolated, intimidated and unsure of where to turn. You may feel that you are a “rat” for talking, yet the lawyer may be getting sicker, placing her career at risk and causing client harm. The sooner someone acts, the sooner recovery may begin. Think about your internal procedures. For example, do you have a sexual harassment policy? The procedures you follow within your organization may be very similar. Perhaps you can talk to a trusted co-worker or supervisor and sometimes, if your relationship is strong, you can talk to the lawyer.

If you are aware of possible disciplinary violations, the organization needs to know. This can be difficult if you work in a very small office or for a solo practitioner. Many discipline counsel can relate stories of lawyers who called and reported their own misconduct and then got help because their paralegal told them “if you don’t call, I will.” Lawyer Assistance Programs can talk with you to discuss the situation and what your options might be within your organization and in terms of the assistance available. They can offer hope and many examples of lawyers who are leading happy and productive personal and professional lives because they got help. Most importantly, once you make that call, you are no longer alone.

The ABA offers a [directory of Lawyer Assistance Programs](#). There is help and there is hope. You may be the person who leads the way.

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Lawyer Impairment: The Role of Legal Professionals continued



Joan Bibelhausen has served as Executive Director of Lawyers Concerned for Lawyers since 2005. She is an attorney and received her JD from the University of Minnesota Law School. Joan is nationally recognized for her work in the lawyer assistance and diversity and inclusion realms and has significant additional training in counseling, mental health and addiction, diversity, employment issues, and management.

Joan has a passion for reducing the stigma about asking for and offering help to do our best work and live our best lives in the legal profession. She has spent her career working with legal professionals at a crossroads because of mental illness and addiction concerns, well-being, trauma, stress, and related issues, and has a particular interest in helping those with career challenges.

Joan has developed and presented numerous CLE and other programs throughout Minnesota and nationally and has written on mental health and addiction, implicit bias and mental health, career and life balance and satisfaction, stress, diversity and inclusion, marketing, and other issues of concern to the legal profession. She is active in the MN State Bar Association, Hennepin and Ramsey County and American Bar Associations, the Federal Bar Association Minnesota Chapter, the Minnesota Disability Bar Association, and Minnesota Women Lawyers. She has served on the ABA Commission on Lawyers Assistance Programs (CoLAP) and its Advisory Commission. She has chaired CoLAP's Education Committee and its 2016 Conference Planning Committee. She has chaired the MSBA Life and the Law Committee and the HCBA Solo and Small Firm Practice Section and has co-chaired the HCBA Diversity Committee. She represents a mental health and disability perspective on many bar-related diversity committees and initiatives, including the MSBA Diversity and Inclusion Council. Joan also served on the MSBA Board of Governors, the HCBA's Strategic Planning and Leadership Institute task forces, and the ADA Minnesota and Minnesota Alliance on Problem Gambling boards.

Joan coauthored "Stress and Resiliency in the US Judiciary" for the ABA 2020 Journal of the Professional Lawyer, "Reducing the Stigma," published in the Mitchell Hamline Law Review (Vol. 41, Issue 3, 2015), and frequently writes for Minnesota and national bar publications. Minnesota Lawyer recognized her with a 2017 Diversity and Inclusion Award for her work regarding implicit bias and mental health in the legal profession. In 2022 she received an inaugural Impact Award from Minnesota Women Lawyers, was presented with the Chief's Award from the Minnesota Supreme Court and Federal District Court for service to the health and well-being of the lawyers and judges in Minnesota, and was recognized by the American Bar Association Commission on Lawyer Assistance Programs with a Meritorious Service award in recognition of Extraordinary Service to Lawyer Assistance Programs.

Joan enjoys spending time with her family and community, especially when it involves local foods and cooking. She maintains a relatively untamed garden and always has too many pears and cherries in the summertime.

We Asked . . . You Answered

What is the most unique item you keep in your purse and/or car?

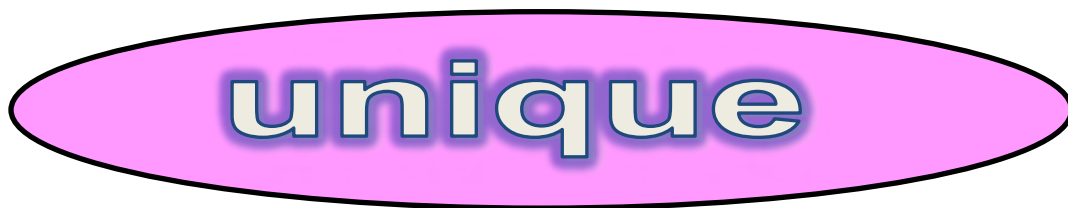
A stack of Mad Libs and a notebook. They come in handy for things to do on long car rides.

In my purse - (old school here) - I have a mini-sewing kit; In my car - that would have to be a jug of cat litter. (It is absolutely essential if you find yourself spinning out in the snow/ice!)

I have WAAAAAY too much stuff in my purse! Including my dart case for dart league and can coolers!

I keep the game "Left, Right, Center" in my purse....just in case!

Jellybeans



Considering my stage of life, having a car seat in my vehicle now might be considered unique. LOL

A stun gun and kubaton

A keychain tool that my father-in-law gave me 10+ years ago. It is a bottle opener and a screwdriver (both Phillips and flat). That thing has come in handy so many times over the years. Now that he has passed it is even more special to me.

An iridescent tactical pocket knife named 'the dragon slayer'. I have an amazon addiction and cannot waste time fumbling with a scissors trying to open my boxes!

If you had to write a book, what would it be about?

How to constantly be cleaning your house but never have a truly clean house.

If I had to write a book I would write about “The Difficulty of Simplifying Life”.

Either a murder mystery or else a comic about cats.

How to organize your house.

It would be a short story children’s book. I can rhyme - it will be great!

World War II

I would write a book on simple ways to show kindness.

Probably about some of our craziest days (or clients!) at the office or a cookbook.

I would write a memoir about my life.

Oh probably a crime novel with a detective putting together the puzzle pieces.



If you could live in a TV show (past or present), which one would it be?

“Magnum, P.I.” (old or new!) So I could live in a mansion in Hawaii with amazing security and an awesome car.

If I could live in a TV show I would pick Bewitched (the original) and not be Samantha but her cousin Sabrina!

Hawaii Five-O just so I could be in the sunshine all the time.

Friends

I love Lucy! Oh, the adventures we would have.

That 70s Show

Parenthood or Chesapeake Shores: I would love to be a part of the Braverman or O’Brien family dinners.

Bewitched. With a blink of my eyes and a twitch of my nose I could make the people who annoy me disappear!

Friends

Full House. I just loved that show growing up.

Days of Our Lives. I’d be Marlena’s long lost cousin.



1st Vice President's Report

By Holly A. Radke, ACP



Happy New Year!!! I hope everyone's 2023 is starting off great. With every new year there are always new goals. What goals have you set for yourself? How do you plan on achieving those goals? I recently watched an inspirational video on how to achieve your goals. The gentleman stated to write down 10 goals you have for yourself and then look at those goals and if you had a magic wand right now that could instantly make one of those goals achieved which one would it be? Then you take that one goal and you write it on another piece of paper. Then you break that goal down into steps on how you are going to achieve it. Then everyday you work on the first step and when that is accomplished then the second step and so on. Eventually you will make it to the last step and the goal will be achieved. Then you go back to your first list and pick another goal and start the process over. The only thing stopping you from achieving your goals is YOU! Go make some goals and hit them hard. Make this your year!!!

If your goal this year is to obtain your CP or ACP please reach out to me or any of the other amazing WDALA members that have been through this process. I would love to help you achieve this goal!!! This is your year! GO FOR IT! Get that CP! Get that ACP! I know you can do it. I believe in you. Now believe in yourself!!!

If your goal is to learn a new area of the law, please reach out to me! I really would love to hear on what areas you are interested in learning. This makes it easier when planning the Spring and Fall Seminars if the education committee knows what you are interested in. We will get the best speakers in that expertise lined up. These seminars are for YOU! So, what would you like to learn?



Now with the 2022 WDALA Spring and Fall Seminars behind us it is time to start preparing for 2023. Since we are getting the hang of this virtual thing we are going to continue to offer that. Some big steps WDALA has been making this last year. The Education committee is working hard on the upcoming Spring Seminar. Keep an eye out for an email in the coming weeks with all the details as we iron out the last few items. You may see some more new changes!!!

We have been very fortunate to have some amazing line up of presenters and I cannot wait for you to see who we have in store for you for this Spring! It truly amazes me on the generosity of our speakers taking the time out of their day to educate us.

COVID had an impact on our seminars for 2020 and 2021 with low attendance numbers but I felt in 2022 it was starting to increase a little more. I'm hoping we are able to have another successful year but this time even better. WDALA strides in bringing the best presentations for you to excel at your profession as well as earn those CLE credits. Without our members support we would not be thriving. So I want to thank you all for all your support over the years and I cannot wait to see you all at our next seminar. Remember with the money earned from the seminars we will be able to provide more for our members and our communities. I feel like this is what WDALA is all about!

I hope everyone continues to stay healthy for 2023!

Treasurer's Report

By Cassy Larson, CP



Happy New Year WDALA!! My New Year's Resolution is to read more and I can't think of anything better to start my resolution than the WDALA Summons! I wish all of thee a very prosperous 2023.

The treasurer balance for the Western Dakota Association of Legal Assistants as of December 31, 2022, is \$11,828.12.



NALA LIAISON'S REPORT

By Ashley Miller, CP



Hello WDALA! I would like to remind everyone that the \$80 NALA member credit can be used toward any education materials offered by NALA. If you are in need of CLE's, please take advantage of this opportunity and check out NALA's webinars, and CLE seminars.

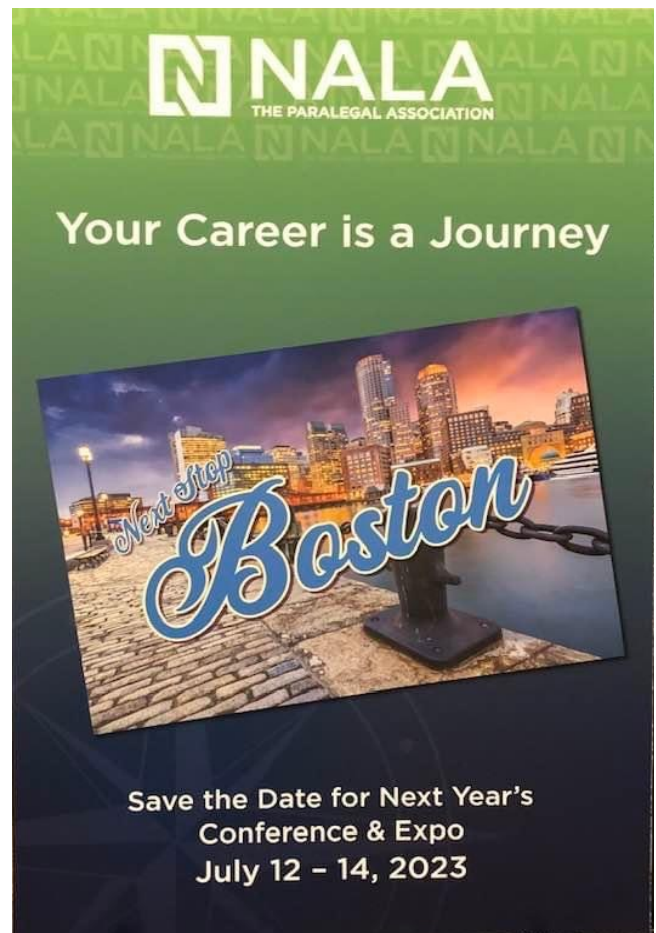
The 2023 NALA Conference is taking place July 12 – 14, 2023 in Boston, Massachusetts at the Westin Copley Place. Some members have already expressed interest in attending this conference so I will keep everyone updated as more information is received regarding virtual and in person options.

If anyone is interested in becoming a member of NALA or looking to obtain their CP or ACP, please feel free to reach out to me with any questions. Stay warm everyone!

FOLLOW NALA:

Facebook: NALA - The Paralegal Association

Website: www.nala.org



Region I Report

By Anna Oleksik, CP and Holly A. Radke, ACP



Region I met in November to welcome our newest member!!!! Please help us welcome Megan Ryan! We chatted about the recent Fall Seminar and shared some of the presentations with the ones that weren't



able to attend. We also discussed the upcoming Spring Seminar and hoping some of our new members will be joining us. We brainstormed more ideas on recruiting and will continue moving forward. Unfortunately we had to cancel our December meet up due to the storm that shut down most of North Dakota for a few days. Cannot wait to meet up with these amazing ladies again soon!!!



Region III Report

By Melissa Hamilton, ACP



HAPPY NEW YEAR! Region III was busy since my last report, including volunteering at the Santa Run and the annual Christmas project for the Drug Court (see separate reports for details).

Region III continues to meet the second Thursday of the month at A&B Pizza South to discuss all things paralegal related – and some not so paralegal related – our last lunch we discussed upcoming legislation that may have impacts on the legal community. It is always interesting to see how bills work their way through the legislative process, some being killed, some being passed, and some getting resurrected and ending up in another bill that has nothing to do with the original intent. You never know what is going to happen and what affect it will have on the legal community and state as a whole.



I know we are all busy with work and family – but I would like to take a few lines to discuss the positive impact volunteering at WDALA related activities has had for me. I signed up to help with the Santa Run and the Drug Court. I baked my cookies and was ready to participate in the wrapping of presents and boxing of cookies, but mother nature had other plans for that! I also volunteered to help with the Santa Run, and voluntold my youngest (along with a Starbucks bribe) that she could help too as she needed service

hours. As the day drew near, I was not real excited about getting up early on the only day that week I could sleep in. I groggily drug myself out of bed that Saturday morning, picked up our coffee order, and head to the Heritage Center. Yes, it was hard to get out of bed and get moving, but once we got to the Heritage Center and saw all the volunteers and runners, I was invigorated and happily got to work slicing bananas and arranging food for the participants and those attending to support and cheer on the runners. Hearing the positive impact that RAADD has had on those working on their recovery is inspiring.

I know we are all busy, but even just a few hours once a year can make a positive impact. I wish you a very happy and prosperous 2023!



Save the Dates!

Spring Seminar
May 1, 2023
Minot, ND

Fall Seminar
September 11-12, 2023
Bismarck, ND

Region III Volunteer Projects

By Laurie Guenther, ACP and Melissa Klimpel, ACP



The 2022 Santa Run was held on Saturday, December 10th on the State Capitol Grounds. Several Region III members volunteered to help: Alice Johnson, ACP; Melissa Hamilton, ACP; Laurie Guenther, ACP; and Candy Schafer, CLA.

Now in its 9th year, the Santa Run has become a community event supported by many volunteers. While WDALA has become the point person to organize the indoor volunteers, we are grateful to the Big Muddy Bar Association, Hope Manor, and Drug Court for all the willing and cheerful help they provided for the Friday evening program and Saturday race.



Region III Volunteer Projects continued



Save
the
Date



Region III Volunteer Projects continued

Drug Court Christmas Project:

WDALA Elves were busy this 12th season partnering with Adult Drug Court. This Christmas we provided gifts and food baskets to five families (7 adults and 11 children). We also provided a Walmart gift card and boxes of homemade cookies to each of the 26 Drug Court participants.

Due to our ND winter weather, all of Region III's Drug Court Christmas project events were cancelled, postponed, and/or postponed again. Thankfully, adaptability is a great skill for paralegals to have.

- ◆ Since our gift wrapping party was cancelled, Anna Heinen volunteered to wrap all the gifts. Thank you, Anna! Laurie and Melissa boxed up the cookies and avoided the temptation to eat them!
- ◆ Delivery of the Christmas gifts to the Drug Court participants and their families was postponed but was rescheduled to December 20th. Watching the expressions of the families while they open their gifts is one of the best parts of this project. The families are truly thankful for the gifts they receive.
- ◆ Delivery of the Christmas goodie boxes to the Drug Court participants at Drug Court was postponed, postponed again, and finally rescheduled to December 30th.



Region III Volunteer Projects continued

None of this happens without teamwork and support. Everyone's contribution is valued and keeps our partnership running. A special shout out this year to the paralegals at Smith Porsborg Law Firm. They have traditionally done a fundraiser within their firm to support this partnership. For the second year, they created beautiful baskets for a silent auction. This year they put the auction online, inviting others outside the firm to participate. It was fun competition with a wonderful response.

While we say it every year, the truth remains – Region III's Drug Court Christmas project is truly a group effort and is only possible through the generous donation of the time and talents of our members along with generous cash donations from our members and others in the community. Whether you donated money, baked, shopped, wrapped, assembled, or delivered, *thank you* for being an important part of WDALA's partnership with Drug Court.

Our full team of awesome elves included:

Cassy Clark

Justice Daniel J. Crothers

Dickson Law Firm

Laurie Guenther, ACP

Linda Hagen Mathern, CP

Melissa Hamilton, ACP

Anna Heinen

Tami Hulm, ACP

Chief Justice Jon J. Jensen

Alice Johnson, ACP

Kathy Johnson

Judge Carol Ronning Kapsner

Melissa Klimpel, ACP and her family

Tiffany Knopik

Vicki Kunz, ACP

Ashley Miller, CP

Penny Miller

Candy Schafer, CLA

Smith Porsborg Schweigert Armstrong
Moldenhauer & Smith Law Firm

Justice Jerod Tufte

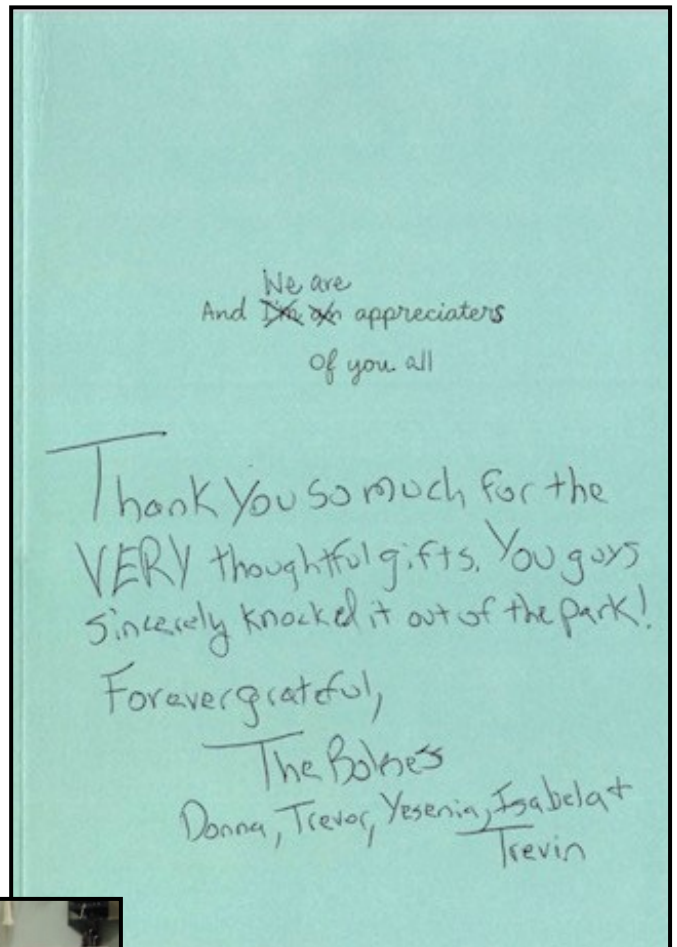
Wheeler Wolf Law Firm

Thank you for being an important part of WDALA's partnership with Drug Court!

Region III Volunteer Projects continued



Region III Volunteer Projects continued



**WDALA's Officers/Executive
Committee and Board of Directors**



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Anna Heinen



1st Vice President &
Region I Co-Director
Holly Radke, ACP



2nd Vice President
Kathy Johnson, CP



Secretary
ReBecca Wohl, ACP



Treasurer
Cassy Larson, CP



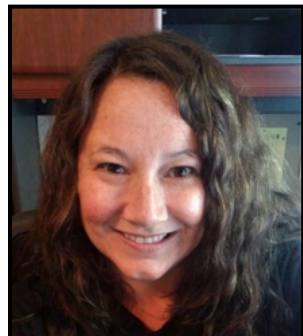
Parliamentarian
Alice Johnson, ACP



NALA Liaison
Ashley Miller, CP



Region I Co-Director
Anna Oleksik, CP



Region II Director
Andrea Johnson



Region III Director
Melissa Hamilton, ACP



WDALA Committees

Education

Holly Radke, ACP (Chair); Stephanie Howe; Anna Heinen; Cassy Larson, CP; and Jen Defoe, ACP

Membership

Kathy Johnson, CP (Chair); ReBecca Wohl, ACP; and Andrea Johnson

Finance/Budget

Cassy Larson, CP (Chair)

CLA Chairman

Ashley Miller, CP

Nominations/Elections

Anna Heinen; and Melissa Klimpel, ACP

Legal Assistant Day

Melissa Klimpel, ACP and Ashley Miller, CP

Auditing

Becky Kocourek, CP

Ethics/Professional Development

Holly Radke, ACP

State Bar/NDTLA Liaison

Ashley Miller, CP

Historian

Laurie Guenther, ACP

Student Liaison

Ashley Miller, CP

Public Relations

Melissa Klimpel, ACP (*Summons* Editor); Anna Heinen (Website & Facebook); Samantha Lachenmeier (Facebook); Tami Hulm, ACP; Kolette Balsam; Laurie Guenther, ACP; Candy Schafer, CLA; and Andrea Johnson

**A DAY
WITHOUT
LAW BOOKS
IS LIKE...
JUST KIDDING,
I HAVE NO
IDEA.**



"I had to fire one of the new paralegals today because she's obviously smarter than I am."

Finally got a Date for Valentines Day, It's a court date but still, I get to dress up

Pp

paralegal
(noun)

someone who solves a problem you did not know you had in a way you do not understand

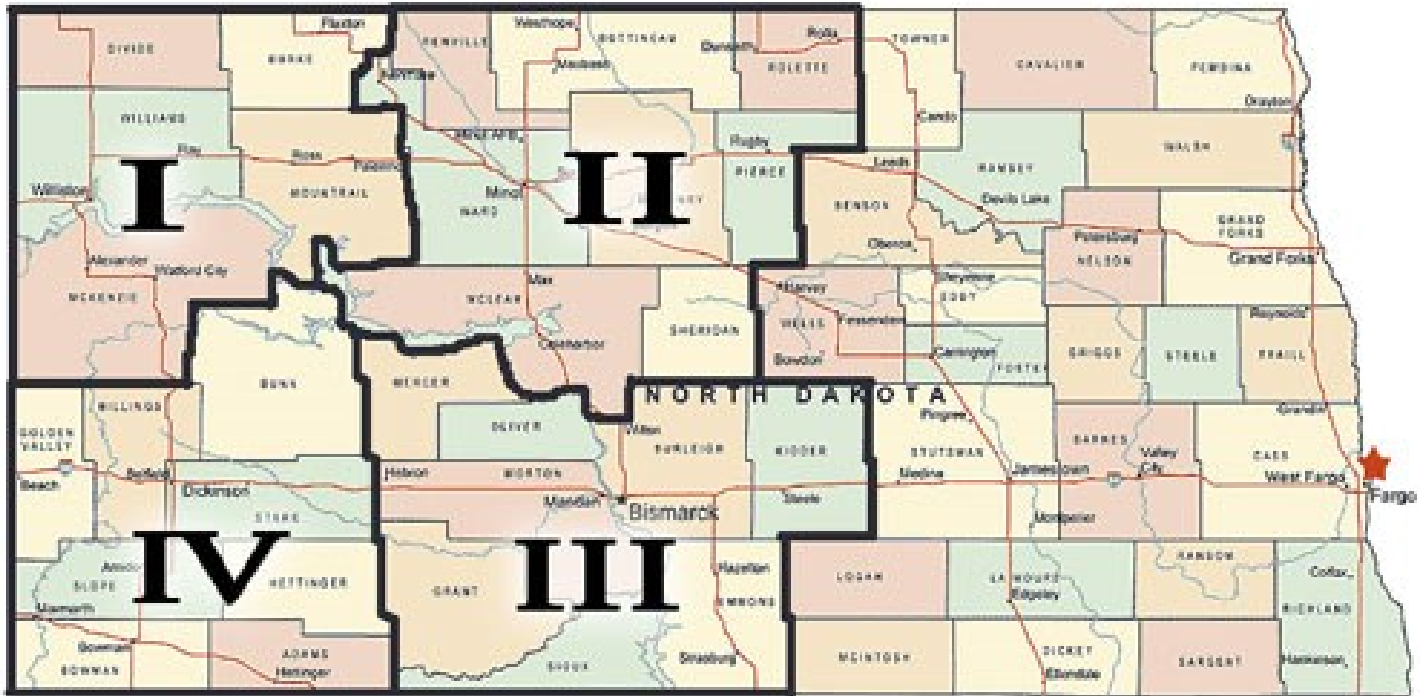
see also wizard, magician

FOLLOW WDALA:

Facebook: WDALA (Western Dakota Association of Legal Assistants)

Website: www.wdala.org

WDALA's Regions



FEBRUARY 2023

SUN	MON	TUE	WED	THU	FRI	SAT
			1 Change Your Password Day	2 Groundhog Day	3 Doggy Date Night	4 Farmers Day
5 National Chocolate Fondue Day	6 Pay a Compliment Day	7 National Send a Card to a Friend Day	8 National Kite-Flying Day	9 Giving Hearts Day	10 National Umbrella Day	11 Armed Forces Day
12 Super Bowl Sunday 	13 National Internet Friends Day	14 <i>happy Valentine's day</i>	15 International Childhood Cancer Day	16 Laurie Guenther, ACP 	17 National Caregivers Day	18 Noni Geer, CP 
19 National Chocolate Mint Day	20 Family Day	21 National Pancake Day	22 Ash Wednesday	23 Megan Ryan 	24 National Tortilla Chip Day	25 Quiet Day
26 Letter to an Elder Day	27 Holly Radke, ACP 	28 US Snow Shoe Day				

MARCH 2023

SUN	MON	TUE	WED	THU	FRI	SAT
			1 National Peanut Butter Lover's Day	2 National Banana Cream Pie Day	3 Canadian Bacon Day	4 National Grammar Day
5 Anna Heinen 	6 Fun Facts About Names Day	7 National Cereal Day	8 National Women's Day	9 Popcorn Lover's Day	10 National Ranch Day	11 National Dream Day
12 	13 K-9 Veterans Day	14 National Potato Chip Day	15 Samantha Lachenmeier 	16 No Selfies Day	17 	18 Maple Syrup Day
19 National Let's Laugh Day	20 	21 National Common Courtesy Day	22 As Young as You Feel Day	23 National Chip and Dip Day	24 National Cheesecake Day	25 Andrea Johnson 
26 Make Up Your Own Holiday Day	27 International Scribble Day	28 Eat an Eskimo Pie Day	29 National Mom and Pop Business Owners Day	30 Take a Walk in the Park Day	31 Dance Marathon Day	

APRIL 2023

SUN	MON	TUE	WED	THU	FRI	SAT
						1 
2 National DIY Day	3 National Find a Rainbow Day	4 International Carrot Day	5 Angie Dietrich 	6 National Pajama Day	7 Alice Johnson, ACP 	8 ReBecka Wohl, ACP 
9 	10 Bailee Vetter 	11 Afton Basden, CP 	12 National Grilled Cheese Sandwich Day	13 Charlene Smith, ACP 	14 National Donate a Book Day	15 McDonald's Day
16 National Bean Counter Day	17 Go Fly a Kite Day	18 Shannon Barth 	19 Humorous Day	20 Volunteer Recognition Day	21 National Tea Day	22 
23 Movie Theater Day	24 National Skipping Day	25 National Hairstylist Appreciation Day	26 Administrative Professionals Day	27 Melissa Klimpel, ACP 	28 National Superhero Day	29 World Wish Day
30 National Pet Parents Day						