Happy New Year LAPA!

by Francisco D. Gutierrez – LAPA President

Happy New Year to all of our LAPA members and communities! I am deeply honored to have been elected to serve as your Association’s President for the 2023 year. I intend to lead this Association to its greatest potential, while also providing the most benefits to our members, benefactors, and communities. Only through open communication between our Board and members, are we able to achieve this vision. This is why in the coming weeks, LAPA will be sending out surveys for our members to express their ideas, interest, and wants from LAPA in order for us to better serve you!

This year we are working harder than ever to provide more MCLEs, in person events, and impactful conferences that will continue to achieve our mission


The Reporter is published monthly by the Los Angeles Paralegal Association. The news and views presented express the authors' views and not necessarily those of LAPA. Publication of any article or advertisement does not imply endorsement of the opinions, products or services offered. LAPA assumes no responsibility for verifying facts offered by contributing authors or in reprinted articles. Readers should consider information contained in these articles as guidelines to be independently confirmed as to timeliness.

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THE ADVERTISING AND EDITORIAL DEADLINE IS THE 5TH OF THE MONTH PRIOR TO PUBLICATION.

Articles and news items should be directed to LAPA at editor@lapa.org. Inquiries about making a submission should be directed to LAPA at info@lapa.org.

Inquiries about advertising placement, applications, membership materials and address changes should be directed to LAPA at admin@lapa.org.

Articles will be published as space permits. The Newsletter Committee reserves approval and edit rights on any article submitted.

The Los Angeles Paralegal Association is a non-profit, mutual benefit corporation and is tax exempt within the meaning of section 501(c)(6) of the Internal Revenue Code. Membership dues and donations to LAPA are not tax deductible as charitable gifts, but may be deductible as related business expenses. LAPA suggests that you consult your tax advisor in this regard.

Francisco D. Gutierrez works as a Probate Paralegal for RMO LLP. He is the Founder & CEO of FDG Mobile Notary & Translation Services. He serves as President for the Los Angeles Paralegal Association (LAPA), a member of the National Association of Legal Assistant (NALA) and member of the National Notary Association (NNA). He also serves as an Advisory Member of Fullerton College Paralegal Program Advisory Committee. Francisco is certified from the National Society of Legal Technology (NSLT), certified in Domestic Violence Awareness and Support, and a commissioned California Notary Public. He strives on continuing his education in sociology and law.
CALENDAR OF EVENTS

JANUARY
4 - LAPA Executive Board Meeting — Conf. Call; Contact Francisco Gutierrez at president@lapa.org.
11 - LAPA Board Meeting — Contact Francisco Gutierrez at president@lapa.org
31 - Seminar - In Todays Job Market — Online via Zoom; 11:00 AM - 7:30 PM.; A recap discussion of trends that shaped this past year’s job market; Featuring: Jared Coseglia, TRU Staffing Partners, Go to https://www.lapa.org/event-5075592 for more information & to register.

FEBRUARY
1 - LAPA Executive Board Meeting — Conf. Call; Contact Francisco Gutierrez at president@lapa.org.
8 - LAPA Board Meeting — Contact Francisco Gutierrez at president@lapa.org

MARCH
1 - LAPA Executive Board Meeting — Conf. Call; Contact Francisco Gutierrez at president@lapa.org.
8 - LAPA Board Meeting — Contact Francisco Gutierrez at president@lapa.org
18 - Public Counsel - Run For Justice — Dodger Stadium; 8:00 AM; Save the Date, Go to https://www.lapa.org/event-5128986 for more information & to register.

THE INSIDE BIZ
A monthly column where sponsors and/or vendors share helpful hints

New Law Will Make It Easier to Identify Whether Court Reporter is Legitimate
by Mary Pierce

Finally, the type of fiasco detailed in the article titled “Make Sure Your Court Reporter Is Really A Court Reporter” (Daily Journal, April 13) that I co-authored with Melissa Buchman, Esq., earlier this year should cease to occur. The deposition transcript of Ms. Buchman’s family law client was seriously flawed due to 55 missing pages of testimony. Ms. Buchman objected to its admissibility and told the court that the transcript was not a full and accurate transcript of the proceedings, while her opposing counsel countered that the transcript was “flawless.” The transcript was admitted, and Ms. Buchman’s request for a Domestic Violence Restraining Order (DVRO) for her client was denied.

After months of dogged persistence by Ms. Buchman’s client, the court reporting agency that produced the deposition transcript finally admitted that 55 pages were missing from the booklet they originally produced as “certified.” However, by the time they rectified that error and produced a new transcript which included the missing content, it was too late to change the judge’s mind.

What Ms. Buchman didn’t know at the time was that the deposition officer that attended the deposition was not a licensed Certified Shorthand Reporter in the State of California, but rather a Notary Public who simply has the authority to administer the oath to a witness. Ms. Buchman couldn’t have known this because the individual introduced himself as “the reporter” on the record, and his title within the deposition transcript was “court reporter.” Further compromising Ms. Buchman’s ability to know that he was not a real court reporter was the fact that the deposition took place early on during the pandemic, and she and her client attended the proceeding...
remotely. Therefore, she could not observe that he was not using a stenography machine to take down the testimony.

Up to now, only the term “Certified Shorthand Reporter” and its acronym, “CSR,” were legally protected titles. Anyone could call themselves a “court reporter” without consequence. As a result, the practice of nonlicensees using titles which would indicate to most people that a person is a licensed Certified Shorthand Reporter has become widespread, causing many consumers of court reporting services to be misled about what product they were actually getting and who was providing those services.

You see, while all Certified Shorthand Reporters are deposition officers, not all deposition officers are Certified Shorthand Reporters. Under California law, only a transcript prepared stenographically by a Certified Shorthand Reporter is automatically admissible at trial (CCP 2025.340(m)).

Earlier this year, the two statewide associations in California that represent Certified Shorthand Reporters, the Deposition Reporters Association of California (CalDRA) and the California Court Reporters Association (CCRA), collaborated on the proposed expansion of protected titles for our profession. Both associations recognized that consumers of our services were being duped into believing that they had a highly skilled, trained and professionally licensed Certified Shorthand Reporter making the record of their proceeding, when, in fact, they did not.

That issue should now be rectified. AB 156, signed by Governor Newsom on Sept. 27, provides an overdue and necessary expansion of protected titles that will help attorneys and other consumers to recognize whether they have a licensed professional or not serving as the deposition officer. This bill provides that “use of the words ‘stenographer,’ or ‘reporter,’ or of the phrases ‘court reporter,’ ‘deposition reporter,’ or ‘digital reporter,’ in combination with words or phrases related to the practice of shorthand reporting, indicates, or tends to indicate, certification as a shorthand reporter.” Consequently, in the future only a licensed CSR may use any of those terms or phrases.

Remember, you do not have to proceed with a deposition if you do not wish to have a nonlicensee be the guardian of your record. CCP § 2025.330 (b) states, “Unless the parties agree or the court orders otherwise, the testimony, as well as any stated objections, shall be taken stenographically. If taken stenographically, it shall be by a person certified pursuant to Article 3 (commencing with Section 8020) of Chapter 13 of Division 3 of the Business and Professions Code.”

In the case of Ms. Buchman and her client, the deposition officer’s only official credential was that of a Notary Public. He used equipment to audio record the testimony, and the recording was later transcribed by different individuals, none of whom held any recognized license, and the different sections were then assembled and produced as the final transcript. Well, except for one very large section of important testimony that was omitted during the assembly process.

So while the deposition officer referred to himself as the “reporter” on the record and “court reporter” within the transcript, he was actually what is often called a “digital recorder.”

Now, to be clear, there is nothing illegal about a deposition officer having only a notary credential and using audio recording equipment. You just need to be aware that the product produced by a non-CSR does not meet the standard for automatic admissibility under the CCP. Although digitally prepared transcripts have “certificates” at the end signed by the unlicensed deposition officer and transcriptionist, neither document has any legal standing. Because, again, in California only a licensed CSR is vested with the legal authority to certify a transcript.

How can you know if you have a Certified Shorthand Reporter or a digital recorder before you start a deposition or other proceeding? Ask the court reporter for their license number -- you can even ask to see their license - or you can confirm their license on the Court Reporter Board website (www.courtreportersboard.ca.gov).

And then how will you know if you have a properly certified transcript? You just need to look at two
pages - the cover page and the reporter’s certificate, typically the last page of the transcript. Again, look for “CSR” and the license number that follows. Per the Code of Regulations (section 2406), a licensee is required to list their CSR number on both of these pages in a transcript, as well as a business card or other business-related printed materials. If there is a CSR number properly listed on these two pages, you have a legally certified, automatically admissible transcript.

Did you know that the Code of Civil Procedure makes no provision whatsoever for the preparation of a transcript that is not prepared stenographically by a CSR? In fact, 2025.530. (a) states, “If there is no stenographic transcription of the deposition, the deposition officer shall send written notice to the deponent and to all parties attending the deposition that the audio or video recording made by, or at the direction of, any party, is available for review, unless the deponent and all these parties agree on the record to waive the hearing or viewing of the audio or video recording of the testimony.”

Don’t risk having a crucial piece of testimony rejected at trial due to improper certification. Always insist on having a Certified Shorthand Reporter serve as the deposition officer and confirm that they are indeed licensed. I am confident that this new law will help to eliminate the confusion and deception that has become prevalent, and the beneficiaries will be the legal profession and all consumers who rely on legally certified transcripts to pursue the proper administration of justice.

Mary Pierce is the former president of the Deposition Reporters Association of California.

This article first appeared in the Daily Journal.

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Benchmark Investigations is a full service investigation agency serving attorneys, corporations, insurance firms, government agencies and financial institutions. We provide professional investigations with emphasis on accuracy, detail and expediency.

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- Workers’ Compensation: AOE/COE & Sub rosa surveillance

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January Crossword Puzzle
Complete the Crossword Puzzle Below and Learn Some Interesting January Facts!

ACROSS:
2. Holiday & birthday of an American Civil Rights leader.
4. One of the ancient names of January which comes from the Anglo-Saxons
5. In January this novel was published anonymously in London by Mary Shelley.
9. The 31st day of January was added to the month by __________.
10. The ________ is the flower for January.

DOWN:
1. In the United Kingdom, some people practice "_________ January," a movement to encourage people to quit drinking alcohol for the month for public health.
3. This popular cable show was launched in January 1995.
6. In 1890, this popular parade started in Pasadena, California.
7. January is the coldest month of the year in the ________ Hemisphere.
8. In which language, is January called Ocak?

ANSWER KEY FOUND ON PAGE 10
Interested in a career as a PARALEGAL

Fullerton College’s ABA approved Paralegal Studies Program provides the education and skills necessary for graduates to work under the supervision of an attorney as a critical member of the legal support team in all areas of law. Our program aids students in finding employment in this ever-growing and challenging field.

Degrees/Certificates offered

- PARALEGAL STUDIES ASSOCIATE IN SCIENCE
- PARALEGAL STUDIES CERTIFICATE

START HERE

PLEG 101 F - Introduction to Paralegal Studies

Questions? Contact:
Michael Moore
mmoore1@fullcoll.edu

Please note: The Fullerton College ABA-Approved Paralegal Studies Program does not prepare students for law school or the practice of law. Under California’s Business and Professions Code, sections 6450 et seq., a paralegal may not market his or her services to the public, but must work under the direct supervision of an attorney licensed to practice law.

BUSCIS.FULLCOLL.EDU

2/2022
MONTEREY PARK SHOOTING: HOW TO HELP

Traumatic incidents such as these can bring forth a wide range of emotions from shock to despair. However, lending a hand to those in need can help offset feelings of helplessness. GoFundMe has launched a hub of verified fundraisers to help and the site is continually updated with verified accounts. You can donate via the Monterey Park Shooting: How to Help Hub here: https://www.gofundme.com/c/act/monterey-park-shooting-help

The link stretches across all social media channels and encourages donations to victims and their families to who need help.

Deena Bowman is currently a Senior Legal Analyst at the State Compensation Insurance Fund in Monterey Park, California. Deena earned her paralegal certificate from the University of West Los Angeles, and she was a former Director at Large with LAPA.

Looking Forward Despite COVID-19

by Deena Bowman

Dear Readers,

In reverence for the victims and survivors of the tragic incident in Monterey Park on the eve of the Lunar New Year, I’m putting a pause on the customary list of events for the month.

Instead, this article will focus on assistance for those in need during this difficult time.

SURVIVOR RESOURCE CENTER AT LANGLEY SENIOR CENTER

The Los Angeles County’s Office of Emergency Management has set up a Family Assistance Center for survivors and family of mass shooting victims at the Langley Senior Center located at 400 West Emerson Avenue in Monterey Park. Anyone needing mental health resources can visit this site or call the LA County Department of Mental Health 24/7 Help Line at (800) 854-7771. Please note, the Langley Center will be closed for all Senior Programs, from Monday, January 23rd through Saturday, January 28th. If you have any questions or need assistance at the center, please call (626) 307-1395.

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Investing for Dummies
by Eric Tyson, MBA

If one of your New Year resolutions is an intention to better understand money matters, Eric Tyson’s Investing for Dummies, offers guidance on having your money make more money. In the Ninth Edition, Tyson lays out investing concepts and lingo, discovering how to weight risk vs. return, and offers tips on choosing stocks and funds. Tyson also covers investing in real estate and small business as well as updates on how policy and politics can affect your investments. While Investing for Dummies won’t make you a financial genius overnight, the book just might tune up your money game for the better.


Volunteer
for
LAPA
ASSOCIATION
PARALEGAL

... and more!

NALA The Paralegal Association Certification Corner

CONGRATULATIONS NEW CPs!
Congratulations to all the new October Certified Paralegals (CPs)! After months of arduous work and dedication, you have earned this prestigious certification from NALA. You have joined a group of dedicated professionals who make up the paralegal community. This certification shows that you are committed to upholding the highest standards of professional excellence and ethical behavior. As a CP, you have a wealth of knowledge and experience that you can use to help make a difference in the legal field while excelling in your career. You can become a leader in the paralegal profession and show others what it takes to be successful. We are so proud of you and look forward to seeing what amazing things you will do in your paralegal career. Congratulations, again, on your accomplishment!

CERTIFIED PARALEGALS
Are you taking advantage of the many benefits of maintaining your CP/ACP certification? Let us give you some quick reminders!

www.nala.org
For more information contact:
Michelle Tabb, ACP,
Terry Wright, ACP, LAPA Board Director
Doug Kuhn, CP
LAPA Paralegal Certification Committee Members
LAPA has teamed up with UIP – United Insurance Partners to offer you affordable quality insurance that addresses your health care needs in simple, easy to understand terms.

Visit LAPA’s Benefits section and see the wide array of quality insurance providers now available to you through this exclusive arrangement with UIP and start saving today.

http://lapa.healthinsurance.com/hi/ or call Armando at (800) 707-2360

UIP United Insurance Partners
Specialists in Sponsored Insurance Programs

Insurance products are available to qualified LAPA members through United Agencies and its affiliates including UIP Insurance Services.
CA Lic #0252636

LAPA’S CROSSWORD PUZZLE - cont. from page 6

ANSWER KEY

ACROSS
2. Martin Luther King
4. Wulfmonath
5. Frankenstein
9. Julius Caesar
10. Carnation

DOWN
1. Dry
3. The History Channel
6. Rose Parade
7. Northern
8. Turkish
ONE STOP SHOP for Document Retrieval

Statewide records
Nationwide records
Worldwide records

Document Retrieval Services
macropro.com

Graciella Ojeda
Graciella@macropro.com
562.639.4657
The Essential History Program aims to help social workers, attorneys and judges make trauma-informed decisions about the young people they serve. Through this program, a CASA volunteer reviews the entirety of a child/youth's case file and produces an objective and comprehensive report that highlights key historical events for the young person while in the system.

**Program Goals**

- Reduce time youth is in the child welfare system
- Improve outcomes for youth in the areas such as: permanency, mental health, education and social supports
- Ease changes/.transitions for service providers
- Reduce burnout and compassion fatigue for child welfare professionals
- Consolidate information to observe data trends in the child welfare system
- Create systematic change towards healthier and equitable systems

**Black & Hispanic children encompass**

81.5%

of children/youth in care.

High turnover rates in child welfare professions create gaps in knowledge and care, and limit youths' access to consistent and appropriate supports.

In an overwhelmed system, L.A. County professionals face the daunting task of making complex, life-changing decisions about a child/youth's overall well-being.

**The Solution? The Essential History Program!**

The Essential History Program aims to help social workers, attorneys and judges make trauma-informed decisions about the young people they serve. Through this program, a CASA volunteer reviews the entirety of a child/youth's case file and produces an objective and comprehensive report that highlights key historical events for the young person while in the system.

**Who Can Access the Report?**

- Children's Social Worker
- Judges
- Attorneys
- CASA

Questions?

essentialhistory@casala.org

Visit Us! www.casala.org

continued on page 13
The Essential History Program aims to help social workers, attorneys and judges make comprehensive reports that highlight key historical events for the young person while improving outcomes for youth in the areas of:

- Permanency
- Mental Health
- Education
- Social Supports

The Report

Objective & Neutral Language
Information is retrieved from case documents with no additional bias/interpretation.

Strengths-Based
Focus is kept on not creating a negative perception of the youth.

Report Content
Report Covers Risk & Protective Factors in the areas of:
- Permanency
- Physical Health
- Mental Health
- Education
- Family & Social Supports

Questions?
essentialhistory@casala.org
Visit Us! www.casala.org

Process & Timeline
CASA completes full case review using specialized tracking sheet.

Who Can Access the Report?

- Attorneys
- Children’s Social Worker
- CASA
- Other Appropriate Service Providers
- Judges
The Los Angeles Paralegal Association (LAPA) reflects the diverse nature of Southern California, and we strive to be as inclusive as possible. As an organization of legal professionals, we hold the ideals of equality and justice in the highest regard. The injustices experienced by the communities of Black, Indigenous, and People of Color are a stark reminder that equality and justice are ideas that have yet to reach fruition in this country. We, as a nation, must do better. LAPA stands in solidarity with the families and friends of George Floyd, Breonna Taylor, and Ahmaud Arbery. It is our sincerest desire to see justice is done as the law requires for their tragic deaths.

Diversity and inclusion are LAPA’s initiative for 2022. We hold firm in striving to be more inclusive and diverse to reflect the community that we serve and represent. Moreover, LAPA will continue to steadfastly advocate and create initiatives to prepare and support our paralegals.
FREE COVID-19 TESTING
Now available to all Los Angeles residents. Get more information and sign up:
Coronavirus.LACity.org/Testing

L.A. CARES Corps
Connecting L.A. Businesses to Federal SBA Loans during COVID-19

Attention LAPA Voting Members

FREELANCE PARALEGAL LISTING
Available Online Now for Voting Members Only $60.00 for Six Months
ANNOUNCING A NEW AND INSPIRING COLLABORATION!

LAPA is excited to share the news!

College of the Canyons is offering a NALA CP Exam Review Course

Course: Paralegal Test Prep: Knowledge, NC.PLGL-001
Dates: February 27 – May 8, 2023, Mondays, 10 weeks, *No MCLE credit offered
Time: 6-8pm
Location: Virtual via Zoom
Registration: Free to California residents
To Register: www.canyons.edu/freeclasses
Coping with Stress During Infectious Disease Outbreaks that require social distancing

The Department of Mental Health supports the wellbeing of our County family, friends and colleagues. When you hear, read, or watch news about an outbreak of an infectious disease, you may feel anxious and show signs of stress. These signs of stress are normal. During an infectious disease outbreak, care for your own physical and mental health and reach out in kindness to those affected by the situation.

**WHAT YOU CAN DO TO HELP COPE WITH EMOTIONAL DISTRESS**

1. **Manage Your Stress**
   - Stay informed. Refer to credible sources for updates on the local situation.
   - Stay focused on your personal strengths.
   - Maintain a routine.
   - Make time to relax and rest.

2. **Be Informed and Inform Your Family**
   - Become familiar with local medical and mental health resources in your community.
   - Avoid sharing unconfirmed news about the infectious disease to avoid creating unnecessary fear and panic.
   - Give honest age-appropriate information to children and remember to stay calm; children often feel what you feel.

3. **Connect with Your Community online or through the phone**
   - Keep contact with family and friends through social messaging or through phone calls.
   - Join community and/or faith group online chat groups.
   - Accept help from family, friends, co-workers and clergy.
   - Reach out to neighbors and friends with special needs who may need your help.

4. **Reach Out and Help while maintaining necessary social distancing guidelines**
   - If you know someone affected by the outbreak, call them to see how they are doing, and remember to keep their confidentiality.
   - Consider an act of kindness for those who have been asked to practice social distancing, such as having a meal delivered.

5. **Be Sensitive**
   - Avoid blaming anyone or assuming someone has the disease because of the way they look or where they or their families come from.
   - An infectious disease is not connected to any racial or ethnic group; speak up in kindness when you hear false rumors or negative stereotypes that foster racism and xenophobia.

Consider seeking professional help if you or a loved one is having difficulty coping.

**Be Proactive!**

1. Stay informed with information from credible sources.
2. Stay connected with friends, family, and community groups.
3. Keep a positive attitude and outlook.

**Resources**

Los Angeles County
Department of Mental Health
Access Center 24/7 Helpline
(800) 854-7771
(562) 651-2549 TDD/TTY
https://dmh.lacounty.gov

Los Angeles County
Department of Public Health:
http://publichealth.lacounty.gov/media/Coronavirus/
or call 2-1-1 for more information

04/03/2020 Coping with Stress (English)
Members Only Benefits

Regional and Networking Sections
LAPA has many opportunities for meeting and connecting with your paralegal colleagues and other legal industry professionals. Such opportunities include seminar and networking events based on geographical locations such as Downtown (Los Angeles), South Bay, West L.A., the San Fernando Valley, Santa Clarita, and more. LAPA also provides educational seminars in various legal specialties, including, but not limited to, Litigation, Probate Law, Intellectual Property Law, Corporate Law, Immigration Law, and Ethics. Additionally, with the support of our legal industry partners, LAPA also hosts other networking and charitable events and mixers. Your participation in LAPA is encouraged, so be sure to reach out to a LAPA Section or Committee Chair, develop your leadership and networking skills, and make LAPA an even better association.

Vital Savings
This benefit provides LAPA members a discount program for dental and vision services, long term care, as well as many pharmaceuticals. LAPA has been able to obtain special pricing of Vital Savings discount cards through Aetna. By using the discount cards and Aetna approved providers, LAPA members can save dramatically on the services provided by these professionals. For more information, please visit LAPA’s website, www.lapa.org.

Working Advantage
LAPA members may join a program that offers discounts up to 60% on tickets, travel, shopping, and more. LAPA helps you save money on items from clothing to theater tickets to flowers. This benefit is available by logging onto the LAPA website “Members Only” section.

United Insurance Partners
LAPA has teamed with UIP - United Insurance Partners - to bring LAPA members the opportunity to purchase health, dental, and/or vision insurance. When you access UIP through the link provided on the Benefits webpage, you will find an array of insurance products available for you to purchase with companies such as Blue Cross, Aetna, and many other top insurance companies. Please visit LAPA’s website, www.lapa.org, for more information.

NALA Affiliation
LAPA is an affiliated member of the National Association of Legal Assistants. NALA is the nation’s leading professional association for paralegals. As a member of an affiliated association, the initiation fee for individual membership in NALA is waived for LAPA members. NALA boasts some of its own benefits. Access its NALA Campus Live for online continuing legal education, self-study courses, and preparation for the CLA/CP Exam. Its annual educational convention in July allows you to expand your network beyond your state’s borders as you network with other paralegals from around the country, attend educational institutes and member related activities.

Freelance/Contract Paralegal Listing
LAPA provides a “Freelance Paralegals” section on its website to assist LAPA members who are freelance, contract, or independent paralegals, as defined by California Business and Professions Code Section 6450. For a nominal fee of $60, you can post your contact information on LAPA’s website for six months. You can sign up online through the Members Only section of the website.

Membership Database
Available only to LAPA members, the Membership Database is a valuable tool in locating other paralegals or legal professionals with whom you have worked or networked. The Membership Database also provides up-to-date contact information as well as members’ legal specialties and geographical areas.

Credit Union
LAPA members are eligible to join Southland Credit Union. Southland Credit Union, with over $435 million in assets, offers an online presence, a new full-service branch in downtown Los Angeles, an upgraded ATM network and five new proprietary ATMs. Southland Credit Union has expanded its product line by introducing a new high-yielding certificate of deposit, a Rewards Plus program and a market-leading high interest yielding checking account. Southland Credit Union prides itself on outstanding service to its members and has recently earned a 95 percent Member Service satisfaction rating.

Lorman Education
LAPA is dedicated to providing efficient and readily-available continuing education opportunities that meet the needs of our members and enhance their skills, knowledge, and competencies. LAPA has partnered with Lorman Education to provide continuing education in a variety of topic areas. LAPA members receive a 20% discount on all orders.
Bet Tzedek Needs YOUR Help!

*Intake Services Volunteers Sought*

Bet Tzedek’s Intake Services volunteers conduct pre-screening assessments in order to determine the appropriate course of action for individuals who call seeking legal assistance. Our volunteers are often the first contact our community has with our organization, and we rely on our volunteers to handle a high volume of calls from a diverse population of individuals with a broad range of needs.

**Gain Issue Spotting and Client Interview Experience**

Under attorney supervision, volunteers develop foundational legal skills, including learning to spot legal issues; to conduct telephone interviews with potential clients dealing with challenging, stressful situations; determining what information provided by the caller is relevant; and to begin to develop judgment of potential cases in a wide array of legal areas. Volunteering with Intake Services also provides first-hand knowledge of the landscape of legal services available in Los Angeles County and exposure to and understanding of the issues faced by the communities we serve.

**Commitment**: 40+ hours. During the school year, we ask that volunteers commit to working in the Intake Center for 8-10 hours/week for 8-10 weeks. During certain periods, such as winter break, we may be able to accommodate schedules that include a higher number of hours per week for fewer weeks. Work must be completed during normal business hours (M-F, 9am-5pm).

**To Apply**: Email volunteer@bettzedek.org or call (323) 549-5839 with any questions. Spanish language skills are highly preferred, but not required.
Welcome New & Renewing LAPA Members

The following is a listing of legal professionals and paralegal students who joined or renewed their membership in Los Angeles Paralegal Association within the last 30 days. The employer and work telephone number also are included when available. If any information is incorrect, please fax corrections to 866-460-0506, call LAPA at 866-626-LAPA or e-mail updates to info@lapa.org.

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<tr>
<th>VOTING</th>
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<tr>
<td>Maria Beltran</td>
<td>Borton Petrini LLP</td>
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