

### Central Florida Paralegal Association, Inc.

P.O. Box 1107 Orlando, FL 32802 (407) 672-6372













### CENTRAL FLORIDA PARALEGAL ASSOCIATION, INC. **Monthly E-Newsletter**

### **CARPE DIEM - July 2023**

### Hello CFPA Members!!

July is here — marking the height of summer and bringing a spirit of celebration that makes us want to soak in every sunlit moment! It also marks half-off membership with CFPA – please share with your co-workers and friends.

The Membership Drive Event had a great turn-out and we will follow up shortly with the winner of the new member contest – stay tuned!



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"Where you see wrong or inequality or injustice, speak out, because this is your country. This is your democracy. Make it. Protect it. Pass it on." — Thurgood Marshall

### MARK YOUR CALENDARS FOR THE FOLLOWING:

**August 24:** The building downtown formally known as the SunTrust Building will be lighting up in CFPA blue in celebration of our 40 <sup>th</sup> Anniversary – we will provide more details as the event develops.

**September 16:** Members Only Event at Top Golf – please keep an eye out for more details in your e-mail.

Sincerely, Jennifer Diminich, ACP, FRP CFPA President 2023

**Community Service Corner** 



For Membership Information and Application CLICK
HERE

### **ALREADY A MEMBER??**

If you have recently changed jobs, moved or just have a new email address, PLEASE make sure that you update your membership records by notifying the Membership Committee so that you stay up-to-date with all events:

Email Us



7/12-14/23 NALA Conference

7/18/23 Volunteer Harbor House 7/19/23 DEI Book Club Meetup 7/26/23 Virtual Lunch CLE 7/28/23 Virtual Lunch Bingo 8/12/23 Volunteer GKTW 8/24/23 Light Up CFPA Blue 9/16/23 Members Only Top Golf

#### **BOARD OF DIRECTORS**



President:
Jennifer Diminich, ACP, FRP
CFPAPresident@cfpainc.org

CFPA Volunteers moved 9,257 pounds of fresh produce at Second Harvest on June 7. Volunteers bagged almost 7,000 pounds of potatoes!! Thank you to all those who volunteered!!



### **UPCOMING VOLUNTEER OPPORTUNITIES**

### Harbor House Tuesday, July 18 from 6-8 pm

We will be helping Harbor House organize its community room and decorate corkboards. Everyone will need to sign a Statement of Confidentiality. If you are interested in volunteering please email **CommunityService@cfpainc.org** by July 12, 2023.

Harbor House works to prevent and eliminate domestic abuse in Central Florida by providing critical life-saving services to survivors, implementing and advancing best practices, and educating and engaging the community in a united front.

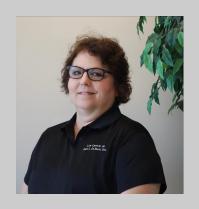
Want to make a difference? When you volunteer at Harbor House, the effect on you may be as great as the impact you have on survivors. Harbor House is the place where hope meets help, and when you volunteer, survivors know they are not alone. They know you care and appreciate everything you do.

Harbor House is a federally protected entity and a release form is required. The form will be emailed to you to be completed and returned.

Additional information can be found at <a href="https://www.harborhousefl.com/give-help/about/">https://www.harborhousefl.com/give-help/about/</a>



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Iris F. Walker, FRP
Treasurer@cfpainc.org

#### **CFPA AUGUST VOLUNTEER OPPORTUNITY**



### Give Kids the World Village

210 South Bass Road Kissimmee, FL 34746 Breakfast Service Saturday, August 12

7:30 -10:30 AM

Since 1986, Give Kids The World Village has welcomed more than 187,000 families from all 50 states and 76 countries. The Village is made possible by the support of generous donors and community partners, as well as thousands of passionate volunteers – who donate their time and talent making wishes come true. Volunteers are the heart and soul of the Village. Our passionate volunteers contribute their time and talent helping to create priceless memories for critically ill children and their families during magical weeklong wish vacations in our whimsical, storybook Village.

Members interesting in volunteering should email <a href="mailto:communityservice@cfpainc.org">communityservice@cfpainc.org</a>
no later than **Friday**, **July 14**. Each volunteer will need to fill out an application and watch a short on-demand orientation presentation.



Click Here to RSVP to Volunteer



NALA Liaison: Caroline Wilkerson, ACP Nalaliaison@cfpainc.org



Parliamentarian:
Yolanda Fuhrmann, CP
Parliamentarian@cfpainc.org

### **DIRECTORS**



Michelle Coleman, FRP

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This is a new section that we are bringing to the Newsletter in 2023! Kind of like "Dear Abby" for Paralegals. Do you have a scenario you would like to run by Dear Lady Justice? All submissions will be kept anonymous. Email Editor@cfpainc.org.

Submit your questions for the next issue of the Carpe Diem by 7/24/23.

### Paralegals Race to Stay Relevant as AI Threatens Their Future

By: Kaustuv Basu, Senior Enterprise Reporter

- ListenPrintEmailGenerative AI is getting smarter quickly
- There are more than 350,000 paralegals and legal assistants in the US

Toni Marsh divided her class of aspiring paralegals at George Washington University in two. One group was told to use a traditional template to draft a contract between a building owner and a landscape company. The other used Open AI's ChatGPT.

The chatbot's early versions were missing key phrases like "force majeure," which protects from liability if there's an unforeseen event. The students had to prompt it repeatedly to make the contracts complete and accurate. And yet, it finished the job about 15 minutes faster than the students in the other group. Since ChatGPT's release six months ago, legal professionals have navigated the world of generative artificial intelligence—a tool that produces words and images—to gauge its impact on rote tasks and more. Seventeen of the biggest US law firms now allow their lawyers to use ChatGPT within certain limitations, according to a Bloomberg Law survey.

Nowhere might the anxiety be more acute than among the 353,000 US paralegals and legal assistants, whose work includes legal research, preparing

documents, helping lawyers prepare for trial, and arranging depositions.

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Deborah Kallas, ACP, FRP <u>Director3@cfpainc.org</u>



Jodi Peterman, FRP <a href="mailto:Director4@cfpainc.org">Director4@cfpainc.org</a>



### **CFPA Committees:**

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Membership Chair:
Debbie Dollar, ACP, FRP
Membership@cfpainc.org

For all the errors and fake information that generative AI throws up, it's undeniable that it can identify and categorize documents much faster than a paralegal, sometimes within seconds, said Sharon Nelson, who travels around the country teaching attorneys, paralegals, and legal assistants. "It's got a lot smarter, a whole lot smarter, really, really quickly," she said.

Nelson, the president of Sensei Enterprises, Inc., an information technology firm in Fairfax, Va., has put the question to ChatGPT itself: Why are paralegals so afraid of being replaced by AI?

Its answers: AI's potential to automate tasks like document review, legal research, and drafting contracts; paralegals' own uncertainty about their skills, and its potential to devalue the human-contact portions of their work.

But the more she asks, the more she senses it doesn't want to talk about putting paralegals out of work.

"The human expertise, nuanced decision-making, and interpersonal skills that paralegals bring to the table are essential in the legal profession and cannot be fully replicated by AI systems," it told Nelson.

### 'Blinking Cursor Moment'

The job of a paralegal emerged as a distinct profession in the 1970s. It has since evolved from a clerical position to doing more substantive work and helping with legal strategy.

"They're assessing the law, they're assessing the regs, they're assessing the materials and making decisions," said Marsh, the George Washington University program director of paralegal studies.

The U.S. Bureau of Labor Statistics last year projected that the paralegal profession would grow much faster than the average for all occupations from 2021-2031.

That was before the emergence of generative AI.

The next set of projections will be published in September. The agency continues to assess the impact of all factors, including generative AI, on the future labor force, said Frankie Velez, an economist with the bureau.

Daren Orzechowski is the global co-head of technology at Allen & Overy, which is in merger talks with Shearman & Sterling to create one of the world's largest law firms. A&O has more than 3,000 employees using a generative AI tool called Harvey.

"You have a situation where you want to start to draft something, and you are having what I would call that 'blinking cursor moment' in front of a computer screen," he said. That's when an AI tool can step in to write a first draft but you would still need a trained professional to make a final product, he said. He said the AI tool is being used to draft research memos, emails, contract analyses, and outlines for presentations.

Kimbarly I a Favo who doals with family law in her work as a narelegal at the

#### **Public Relations Chair:**

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#### **Social Media Chair:**

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### **Scholarship Chair:**

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### **Newsletter - Carpe Diem**

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#### Job Bank Chair:

Dana Rudolf, FRP Jobs@cfpainc.org

### **CP Review Course Chair:**

**TBD** 

ReviewCourse@cfpainc.org

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## NORTHSTAR

Myerson Law Group in Reston, Va., has asked ChatGPT for its opinion on something she has already written to see if it would produce something more concise or less confusing.

The results haven't always been ideal: When she asked ChatGPT for a warm, friendly tone in a draft discovery letter, it used the word "kindly" several times, reminding her of scam emails from people claiming to be Nigerian princes.

LaFave's "people skills" helped her land a job more than a decade ago, she said. Much of her work involves talking to clients, sometimes walking them through the discovery process, and meeting with them independently. "I'm very empathetic. And so that drove the bulk of my responsibilities within the law firm," LaFave said.

Ben Allgrove, a chief innovation officer at Baker McKenzie in London, said the market is not very clear right now on what generative AI models are going to be good for when it comes to "people services."

"There is no doubt that it is going to make it more efficient, and in some cases, better quality to do a lot of tasks in the legal sector, and some of those tasks are currently done by paralegals," Allgrove said. "The question is does that affect paralegals and make them much more efficient so that the market can absorb more work?"

### Freeing Up Employees?

Nelson, who speaks frequently at American Bar Association events, is offering a course called "The Rise of AI in the Legal Profession: Lawyers Brace for Impact." She first offered the course in March, and the technology is advancing so rapidly that she's had to frequently update it.

"We've been doing this for 27 years. We've never had a session that has been so hot and so much in demand," she said.

The hope now is that rather than replacing paralegals, generative AI will take care of things it can do better while freeing up employees where they have a comparative advantage like critical thinking, said Manav Raj, a professor at the University of Pennsylvania. Raj researches how firms respond to innovations and technological changes.

There was plenty of anxiety in the late 1990s when the legal profession started using computers for research in place of books and software to generate legal documents like non-disclosure agreements, Orzechowski said. Those fears haven't come to pass, he said.

His advice: "Don't fear it, understand it, and then figure out how it can be used."

Anne Newcomer, a paralegal who is the director of marketing for the National Federation of Paralegal Associations, said her association is providing seminars and articles to members on how to use generative AI in their daily tasks.



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**Newsletter Recognition:** 

"It could, maybe, speed up the time it takes for a case to go from beginning to end," she said.

Newcomer and others, including Marsh, stressed that learning how to use generative AI will be crucial for the profession. Marsh said a recent meme she saw summed up her thoughts.

"ChatGPT won't take your job," it said. "People who know how to use ChatGPT will."

Reprinted from Know Issue and BloombergLaw.com

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### **Quick Facts: Paralegals and Legal Assistants**



Median Pay (2021)



Entry-level Education (2021)



Number of Jobs (2021)



Job Outlook (2021-31)

Note: Data from 2021 Source: U.S. Bureau of Labor Statistics

Bloomberg Law

### **CFPA Newsletter Sponsor**





Founded in 2009, NorthStar Legal began with one simple mission: to find the perfect fit between client and candidate. It is our belief that with a little work



### **CFPA's 2023 Charities**



#### www.russellhome.org

The Russell Home for Atypical Children in Orlando has been in continuous operation for over 60 years without any government support. The Home is the only private, non-profit facility of its kind for severely disabled children in Central Florida.

The Russell Home provides around the clock specialized care, with love and a home-like atmosphere. The love that is in this home, expressed through the eyes, sounds, and smiles from the children will make you count your blessings for the simple things in life.

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https://russellhome.org/needs

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Do you have a seminar topic you would like to see? Are you interested in being a seminar speaker or know someone who might? If so, please reach out to our CLE Committee.

If you have any questions, feel free to email the CLE Committee at <u>CLE@cfpainc.org</u>.



ROC Stop Seizures is a 501(c)(3) corporation with the mission to raise Epilepsy awareness through every day experiences.

Ryan O'Connor (a/k/a ROC) is an Army Veteran who was diagnosed with Epilepsy as an adult at 36 years old. Ryan and Marissa met before Ryan was diagnosed but dated and got married several years after his diagnosis. As a patient and a caregiver, Ryan and Marissa have lived through Ryan's many unsuccessful medication changes adjustments, Ryan's different types of seizures with no explanation, and Ryan's hospitalizations and brain implant surgery.

Through ROC Stop Seizures, Ryan and Marissa bring their everyday experiences others to raise awareness for those who are also diagnosed with Epilepsy and Veterans with Epilepsy. Their efforts include awareness a blog, the use of social media, sponsors, fundraising, projects, such Ryan's Journey of 1000 Miles in October of 2022.

To make a monetary donation: www.rocstopseizures.com

### **RESUME BUILDING**





Speaker: Cathy Davis, ACP

July 26, 2023 12:00 p.m. - 1:00 p.m. Via Zoom

CFPA Members: FREE Non-Members: \$20.00 Registration Closes at 1:00 p.m. on 7/25/2023

Please RSVP and make Non-Member payments online:

www.cfpainc.org/cle

NALA Approved for 1.0 Hour of Non-Substantive CLE

Any questions please email: cle@cfpainc.org



Time for a Brain Break ...



A contest was held to come up with the design of the U.S. Capitol building. The cornerstone was laid by President George Washington. The Capitol has its own subway. There's a crypt under the Rotunda for Washington's tomb but it was never used for that. The "Statue of Freedom" sits atop the dome.

### **Trivial Statements**

### Meaningful Exchanges

Match up the homophone on the left with its best brief definition on the right below.

- 1. capital
- a. moral rule
- 2. capitol
- b. building
- 3. reign
- c. person
- 4. rein
- d. complete
- 5. cannon
- e. city
- 6. canon 7. principal
- f. big gun g. royal authority
- h. praise
- 8. principle 9. compliment

- i. basic truth
- 10. complement
- j. strap

- regarding capitalization are TRUE and which are FALSE
- a) Capitalize proper nouns. T or F
- b) Days of the week are not considered proper nouns and should not be capitalized. T or F
- Capitalize occupations but not titles when they are used as part of a name. Tor F
- Prepositions or articles in titles of books, movies, and songs are capitalized when they are the first word. Tor F
- Capitalize the first word of a quote in a sentence when the quote is a complete sentence. T or F
- Capitalize the months of the year and the seasons. T or F
- g) Capitalize specific time periods and holidays, but not centuries. T or F
- h) Always capitalize a direction, like north and south. Tor F
- Capitalize names of planets and other heavenly bodies, such as moon and sun. T or F
- Do not capitalize the first item in j) a list that follow a colon. Tor F
- k) Capitalize names of minerals and elements. T or F
- L. Capitalize races, nationalities, and tribes. Tor F

A capitonym is a word that changes its meaning (and sometimes pronunciation) when it is capitalized. Example: polish and Polish

Answers: a)T b)F c)F d)T e)T f)F g)T h)F i)F j)T k)F l)T 1.e 2.b 3.g 4.j 5.f 6.i 7.c 8.a 9.h 10.d and always look online when in doubt

This puzzle is courtesy of CFPA Member, Janet Mahindroo, ACP, FCP



# CFPA recorded its first all virtual CP Review Course which took place in August 2022!



We are now offering the entire recorded course for purchase for \$100.00.

Questions? or Interested in purchasing? Email: ReviewCourse@cfpainc.org

- U.S. Legal System
- Civil Litigation
- Contracts
- Corporate & Commercial Law
- Criminal Law & Procedure
- Estate Planning & Probate
- Real Estate & Property
- Torts
- Professional & Ethical Liability



Payments can be made on the CFPA website: www.cfpainc.org/cp-review-course

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**CFPA Downtown Networking Luncheon** 

Let me know if you would like to attend a Downtown luncheon at Elixir in August??

There will be no luncheon for July while I try to find a new and

suggestions, please feel free to reach out to me.

We are still seeking sponsors for the months of August, October, and December. If you are interested in sponsoring, please email <a href="mailto:snydercassied@gmail.com">snydercassied@gmail.com</a>.

### **MEMBER MATTERS**

with Debbie Dollar, Membership Chair



**IN THE KNOW**: Join CFPA on Facebook, Instagram, and Linkedin and stay up-to-date on all of our events!!

**CFPA INVOLVEMENT**: CFPA is a top association because of our members and their involvement with events, committees, community outreach, and networking. If you are someone who excels in these areas please reach out and we would be happy to discuss getting you involved!

PR Committee and DEI Committee are looking for members who have time to join and help us grow and excel CFPA! Please contact membership at: <a href="mailto:membership@cfpainc.org">membership@cfpainc.org</a>.

**MEMBERSHIP MENTORS**: Katheline Stryker, Caroline Wilkerson and Jennifer Diminich.

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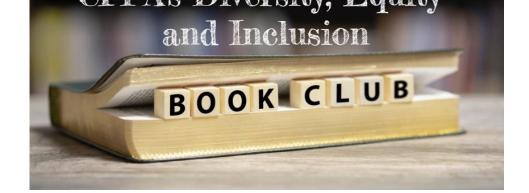




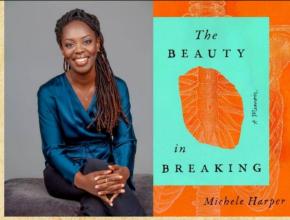


Contact Membership Chair





# CFPA's Diversity, Equity & Inclusion Virtual Book Club



Join CFPA's DE&I Book Club, grab your copy of the book, and start reading ... we look forward to discussing this with you!

# OPEN TO MEMBERS AND NON MEMBERS!!

DE&I Book Club Meeting July 19, 2023 Esquire Deposition Solutions 200 E. Robinson St., Suite 725 Orlando, FL 32801 5:30 to 7:00 p.m.



Please RSVP to: DEICommittee@cfpainc.org www.cfpainc.org



Click to Email the DEI Committee

**To All First Generation Professionals, You Are A Gift**By: Kim Barrett, MBA, MPS



As is the case with many first-generation professionals, I grew up with only the bare necessities and attended public school. Neither of my parents attended college. In fact, neither of them even graduated high school. It wasn't until they were well into adulthood that they each (separately) earned a GED. They worked but didn't make a lot of money. Because they were not exposed to higher education, they did not know how to guide me and my siblings through the process. We were told that we could not attend college because they simply could not afford it. That was true for most of the people in my neighborhood. The question was not where you were going to college, it was ifyou were going to college. But, somehow I always knew that there was more to life than what our limited resources exposed us to. I knew that there had to be more.

I recently attended a women's empowerment event and the theme of the event was "you are a gift." This theme got my brain working. Although I was not taught how to behave in a professional environment, or did not have the privilege that others had to access a professional environment, I knew that I still had gifts to offer a professional corporation. As a first-generation professional, you must remember that you too are a gift. You are a gift to your employer, to your department, to those you lead, to those who lead you, to anyone who looks up to you, and most importantly, to other first-generation professionals. Your gifts are what gave you the drive to rise above your circumstances and become the first in your family to become a professional. Your gifts provide your colleagues with the unique perspective that you bring to the table.

I did not always believe that I was a gift or that I possessed any gifts that would be useful or valuable to a professional environment. I remember starting out as a young professional thinking that everyone could tell that I came from humble beginnings. I did not feel like I belonged in the same room with the other professionals who had traveled the world and attended fancy events. I was a statistic. I was a single mom who had a child out of wedlock. Who was I to think that I belonged in the same room as an executive, the CEO, a lawyer, a doctor? Well, today I know who I am and who I was. I was a determined young person who knew that I had much more to offer than my current circumstances dictated. I knew that there was more to life than my limited experiences had showed me. I knew I could be successful; I just had to figure out my path forward. I sought out people who were in positions of influence and mustered up the courage to ask them how they got there. I followed their advice and did my own research as well. I became a research guru. I asked questions of everyone I thought could give me an answer, then I researched that information to see if there was more I could find

needed to continue to take classes. I befriended professionals who were in the legal industry and discussed my goals with them. Surprisingly, they were happy to share information and advice. I started taking classes one by one. It took me approximately fourteen years to earn my bachelor's degree. Once that was complete, I went on to earn a master's degree, then an MBA. **Tenacity is key. You have to keep pushing even when you're tired**. You have to want to succeed more than your fears will let you believe you can. You just have to keep moving forward.

When you're not exposed to certain things in your home environment, you sometimes feel left out in the professional environment. It's ok if you don't know which fork is the salad fork and which fork is the dessert fork; just ask. It's ok if the first time you flew on an airplane you were almost an adult; experience it. It's ok to feel scared or nervous when you are walking into a new environment that is vastly different than the one you are used to; embrace it. You are not an imposter; you belong exactly where you are because you are a gift. You worked for it, you earned it, grab it, use it, enjoy it, and pay it forward!

Reprinted from The Estrin Report Blog Article credit: Kim Barrett, MBA, MPS Director of Legal Professional and Paralegal Administration at Latham & Watkins LLP



### NALA Liaison Report – July Carpe Diem 2023

Hello Friends -

The 2023 NALA Conference & Expo on July 12<sup>th</sup>-14<sup>th</sup> at the Westin Copley Place in Boston, MA is almost here! I will be attending on behalf of CFPA and will promote our association at NALA's Affiliate Showcase on July 12. I can't wait to report back on all the exciting news, events, and CLEs that NALA will offer during this time. I am so proud to be a paralegal and can't wait to share the latest legal trends and news about our profession. Stay Tuned!

#### **Your Vote Matters:**

If you are a NALA member – do not forget to vote for your future leaders! You should have received an email invitation to vote from NALA. Online voting is now in process and ends on July 7, 2023. There are a few proposed changes to NALA's Bylaws that also require your vote. Please take a few minutes to review the biographies of the nominees for the Board and the proposed Bylaw Amendments. It is important to cast your vote and help shape the future of NALA. Go to the home page: <a href="www.nala.org">www.nala.org</a> and you can hear the virtual candidate forum recording as well as the Board's discussion on the proposed amendments to the Bylaws.

# NALA's New Leadership Program is looking for paralegals who want to be exceptional leaders!

Take a look at NALA's new Leadership Exploration and Development (LEAD) program. This member-based virtual program is designed to empower paralegals like you to become exceptional leaders, capable of making a profound impact within your association, organization, and beyond.

What sets LEAD apart is its holistic approach to leadership development. Each session incorporates pre-work assignments, interactive live sessions, and pre-session discussions with an accountability partner. Over the course of the program, you will participate in 10 comprehensive sessions, covering a wide range of vital leadership topics.

Now is your chance to be part of the inaugural LEAD group, commencing in August. Applications are now being accepted, and there are only 18 coveted spots available for the first round. Don't miss this incredible opportunity to enhance your leadership skills and shape your future. Act quickly, as the application window closes on July 21st. You will be notified whether you were accepted by August 2nd.

Please note that if you are selected to participate, there is a program fee of \$250, which covers all the materials you'll need for an enriching experience.

# Call for Speakers for the 2024 NALA Conference & Expo in Louisville, KY, from July 11-13, 2024!

Attention legal professionals! Are you an expert in your field and interested in sharing your knowledge with paralegals from across the nation? Or would your attorney want to share their knowledge in a particular field? This is the perfect opportunity to showcase knowledge and contribute to the professional development of the legal community. NALA invites you to submit proposals to present at least two sessions, either feature or CP Review, during the 2024 conference. Proposals will be accepted until September 1st. NALA covers conference registration, travel, lodging, and meals for all presenters. Submit your proposals <a href="https://example.com/here/beauto-share-example.com/here/beaut

### **Check out NALA's Paralegal Resource Directory**

NALA provides top-notch legal support services. Being a paralegal is no easy feat, but with this directory at your disposal, your job can become easier. Whether you're looking for a process server or litigation support, you'll find it all in NALA's Paralegal Resource Directory. Click here for more info:

### Paralegal Resource Directory - NALA

### NALA's On Demand Webinars on Self Care and Stress Management:

NALA is offering four on demand webinars:

- · Navigating Paralegal Burnout and Fatigue
- · Overcoming Overwhelm: A 3-Step Model for Bouncing Back
  - Addressing our Professional, Emotional and Mental Health
- · Legal Time Mastery

For more information, click here <a href="https://nala.org/courses">https://nala.org/courses</a>

### Don't Forget - Free webinars for NALA members!

Who needs some CLE credits?! NALA offers two on-demand webinars in the technology field for free to members. Non-members pay only \$23.00 – what a great deal!

**2023 Technology Rollouts** – **1.0 Non-substantive** – **Basic**. This webinar takes a look into what is new and cool in tech for 2023, which software updates occurred during the year, and estimated rollout dates for future technology implementations. Sign up: <a href="https://nala.org/courses/odw2302-2023-technology-rollouts/">https://nala.org/courses/odw2302-2023-technology-rollouts/</a>

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Please do not hesitate to contact me with any questions or concerns about NALA. carolinecwilkerson@gmail.com or nalaliaison@cfpainc.org.

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Thank you, Cassie Snyder, ACP, FRP Editor

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