

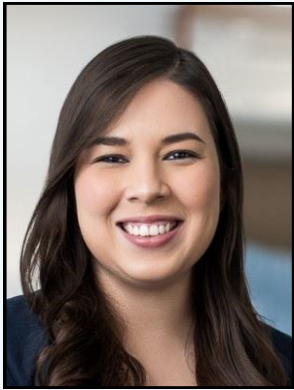


THE BRIEF

THE MONTHLY NEWSLETTER OF THE CAPITAL AREA
PARALEGAL ASSOCIATION

NOVEMBER 2023

PRESIDENT MESSAGE



We're almost there! It's already November and what a year it's been so far! I'm so excited for the upcoming holidays and all the end of year fun! It was a fun October and it was great to see so many of you at our Paralegal Day Happy Hour event, which was co-sponsored by State Bar of Texas – Paralegal Division. A BIG thank you to our sponsors: Esquire Depositions, Planet Depo, Magna Legal, and the Legal Connection. We had a great time!

Our November CLE luncheon speaker will be the Honorable Aurora Martinez Jones. She will be presenting on the Travis County CPS Docket. I'm especially looking forward to this CLE and hope to see you there.

Lastly, CAPA is very excited about the scholarship and grant opportunities we have to offer! The deadline to submit your entries for each of these is November 17, so hurry! There is more information provided in this brief, but also feel free to check out our [CAPA Scholarships & Awards](#) page that will take you straight to all the details. The winning recipients will be announced at our CAPA Holiday Party which will be held on December 13 at Caswell House.

- The Nancy McLaughlin Scholarship was established in memory of Nancy McLaughlin, an active CAPA member who served in many capacities and touched the lives of so many before here passing in 2000. The Scholarship recipient will be awarded \$250.00 to be used to cover any expenses associated with educational conferences, certification fees, exam fees, and/or membership fees.
- Additionally, the Susan Haney Community Service and Pro Bono Grant was established in memory of Susan Haney, an attorney and overall amazing human being who dedicated her life to giving back to those in need. She was a huge supporter of CAPA and when she passed away in 2021, CAPA established this grant in her honor to recognize a CAPA member with a similar dedication. You may apply yourself or nominate someone else for the \$500.00 grant.

Looking ahead to 2024, CAPA will be hosting our Spring CLE on April 12, 2024. We will also be hosting the annual Texas Alliance of Paralegal Associations (TAPA) meeting that weekend, where leadership from all over the state meets to collaborate and discuss how to best provide resources and benefits to our members. Keep an eye out for more details in the coming months!

A special shout out to your current Board and Committee Chairs. They work hard to keep a volunteer-led organization like CAPA running and on top of all the craziness EOY can bring, they make sure we don't miss a beat!

I hope everyone is enjoying the beautiful sub-90 degree weather. As always, feel free to email me if you have any questions or concerns.

Kellie Balli
CAPA President, 2023-2024

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Jennifer B. Rogers, CP
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BOARD SPOTLIGHT

IMMEDIATE PAST-PRESIDENT, LAURA GROVE

I'm Laura Grove, your Immediate Past President. I'm on the Board to help and advise as necessary. I don't vote on Board decisions as a Past President, but I help with any questions as to procedure. I also share the knowledge I gained during my term as President. This is my last year of serving on the CAPA Board and it has been an absolute pleasure starting as Secretary, then President-Elect, then President and now Immediate Past President!



I have learned so much, been able to network and have gained valuable friendships. At CAPA, we truly are like a big family, and we encourage all of you to get more involved with CAPA. We have so many membership benefits as well as volunteer opportunities!

Even when I'm done serving on the Board, I will be around in the background to help the incoming Board members.

COMMITTEE SPOTLIGHT

SCHOLARSHIP, ARIANE WALTON



Hello,

My name is Ariane Walton and I'm the Scholarship Committee Chair. The Scholarship Committee oversees;

The Nancy McLaughlin Scholarship - \$250.00 awarded twice a year

The Susan Haney Grant - \$500.00 awarded annually

The Cheryl Ischy Professionalism Award - \$250.00 awarded annually

I strongly recommend you visit the [CAPA Scholarship Page](#) to learn more about these remarkable women who have contributed so much to the legal field and particularly to CAPA.

We are currently accepting applications for the Nancy McLaughlin Scholarship and the Susan Haney Grant! The deadline to apply is Friday, November 17, 2023.

These funds are a benefit of your membership. All voting, student, associate and emeritus members in good standing are eligible to participate. Each season we get a very low number of applicants, so I strongly suggest you consider applying by writing a short essay and submitting it to scholarship@capatx.org. You may also visit the [CAPA Scholarship Page](#) to learn how to apply. Your odds of being selected are GREAT!

You may also reach out to me if you have any questions. Thanks and good luck!

Ariane Walton
Scholarship Chair

UPCOMING EVENTS & BIRTHDAYS

- Nov. 9 [November Board Meeting](#)
- Nov. 28 [Web Team Monthly Coffee Catch-up Meeting](#)
- Nov. 29 [November CLE—CPS Docket Judge Martinez Jones](#)
- Dec. 7 [December Board Meeting](#)
- Dec. 13 [Holiday Party at Caswell House](#)

NOVEMBER BIRTHDAYS



Anna Barndt

Carli Collins

Tracy Engle

Daphne Glasgow

Maria Hollendonner

Pamela Horn

Kelley Lumsden



Morgan Rains-Walker

Venessa Rodriguez

Donna Sorensen, ACP

Sandra Staskus

Sherry Stowers

John Warren



Did we miss your birthday?

[Log in and update your member profile](#), or [let us know](#).

PARALEGAL OF THE YEAR



Congrats Carli Collins!

THANK YOU FOR YOUR HARD WORK AND DEDICATION!

CARLI WAS PRESENTED WITH AN ENGRAVED AWARD AND CHECK AT OUR PARALEGAL DAY HAPPY HOUR



CLICK HERE TO CHECK OUT HER NOMINATION!



CONGRATS!

**Congratulations to CAPA Member Liam
Rae for the new Legal Assistant position
with Riggs & Ray!**

**Did you recently get hired through CAPA's Job Bank? If so,
send us an email and we'll give you a shout out!**

SAVE THE DATE: CAPA HOLIDAY PARTY

SAVE THE DATE

Capital Area Paralegal Association's

Holiday Party

DECEMBER 13TH, 2023

6:00 - 9:00 PM

Caswell House- 1404 West Ave, Austin, TX

Free for Members / \$20 for Guests

RSVP required- capatx.org

PARALEGAL DAY HAPPY HOUR RECAP



**CAPITAL AREA PARALEGAL ASSOCIATION AND
THE STATE BAR OF TEXAS PARALEGAL DIVISION,
DISTRICT 4'S**

**PARALEGAL DAY HAPPY HOUR
OCTOBER 18, 2023 - DOGWOOD ROCK ROSE**



Five Ways to Shift Your Perspective

“It’s not what you look at that matters; it’s what you see.”
– Henry David Thoreau

By Jamie Spannhake

When you face situations you don’t enjoy or problems you can’t readily solve, it is helpful to shift your perspective. Shifting your perspective can allow you to focus on the good, elevate your mood and bring you to new creative solutions. You shift perspective by thinking or doing something differently to change yourself, your situation, or others.

Here are five ways.

1. Think “I Get To” Instead of “I Have To”

Sometimes when I am feeling overwhelmed by life’s responsibilities, they all seem like weighty obligations: I *have to* prepare breakfast for my daughter. I *have to* walk the dogs. I *have to* call clients. I *have to* draft papers and negotiate a settlement. There are so many things I “have to” do. Truth be told, some of those things may not be necessary, or at least not necessary for *me* to do. But even when I am the one who must do them, I can change my words to shift my perspective.

- I *get to* prepare breakfast for my daughter and spend some time with her while we eat.
- I *get to* walk the dogs and see how eager they are to sniff around.
- I *get to* call clients in order to help them (or at the very least, to earn income).
- I *get to* draft papers so that I can advocate and make persuasive arguments.
- I *get to* negotiate a settlement, which can be an interesting experience and provide clients with much-needed resolution.

When you think about all the tasks you “have to” do today, change your words and see how much better you feel.

2. Shift Perspective, Change Something Small

When things are not going as well as you would like, change something. Start with something small, like driving a different route to work or trying a new restaurant for lunch. The change doesn’t need to be related to the problem. Simply doing something differently will allow your mind to open to other possibilities. Eventually, you can move on to changing bigger things that have a more direct impact on the problematic issue.

3. Use “What I Like About It Is ...”

Use this phrase when things are not good, and no matter how much you change or rephrase, they don't get better. Your computer crashed and you lost the first draft of your brief? “What I like about it is ... I can upgrade to a new, faster computer.”

It doesn't solve the problem, but at least you can find one positive thing to focus on while you deal with solving the problem.

4. Consider Another's Perspective

When dealing with difficult people, it can be helpful to consider their perspective. Think about where they are emotionally. Consider what challenges they are facing. Contemplate the business decisions they are considering. This is particularly useful when trying to negotiate or reach a resolution to a contentious problem. Once we understand the other person's motivation and concerns, we can “soften” our response if that is appropriate, or we can craft solutions that work for ourselves and our client and simultaneously address the other person's concerns.

5. React Unusually

If you don't like the way things are going, react unusually — that is, don't keep doing the same things in response to the same issues. Instead, do something unusual. Perhaps every time you speak with opposing counsel on the phone, he yells at you, and you become annoyed because of his preposterous rhetoric, which leads to a heated argument between you. Next time: React differently. Maybe excuse yourself from the call and contact him after you have calmed down. Maybe remain silent and write down everything he is saying. The point is to create a break in your actions and thoughts to provide an opportunity for things to move forward differently.

As Henry David Thoreau said, “It's not what you look at that matters; it's what you see.” Shift your perspective to see life in a way that is better for you.

Jamie Jackson Spannhake is a writer, coach for lawyers, and speaker. She helps busy lawyers create lives they truly want, lives with time and space to do all the things she was told she couldn't do as a successful lawyer. Her work with clients is based upon the principles in her book, “[The Lawyer, the Lion, & the Laundry](#).” She spent nearly 20 years practicing law in New York and Connecticut, in BigLaw, as a solo, and as a partner in a small firm. Learn more about her at [JamieSpannhake.com](#), or connect with her on [LinkedIn](#).

CAPA SCHOLARSHIP OPPORTUNITIES

NANCY MCLAUGHLIN SCHOLARSHIP

SUBMIT A SHORT ESSAY & ENTER TO WIN OUR \$250.00 SCHOLARSHIP FOR USE TOWARDS PROFESSIONAL MEMBERSHIP FEES, CLES, CERTIFICATION, SCHOOL FEES AND OTHER QUALIFYING EXPENSES. THE WINNER WILL BE ANNOUNCED AT THE CAPA HOLIDAY PARTY.



NANCY CARMEN MCLAUGHLIN, CLAS, TPS, WAS A LEGAL ASSISTANT AT THE LAW OFFICES OF WILLIAM SCHMIDT FOR 12 YEARS PRIOR TO HER SUDDEN DEATH ON FRIDAY, DEC. 8, 2000.

MANY REMEMBER NANCY AS A VERY ACTIVE MEMBER OF CAPA AND THE PARALEGAL DIVISION. SHE SERVED IN MANY CAPACITIES, MOST NOTABLY AS PROGRAMS CHAIR AND PRESIDENT OF CAPA, AND AS EDITOR OF THE TEXAS PARALEGAL JOURNAL.

NANCY TOUCHED THE LIVES OF MANY PEOPLE, THEY THOUGHT OF HER AS FAMILY. SHE WAS AN ANIMAL LOVER AND A KIND AND GENEROUS FRIEND WHO DEVOTED HER FREE TIME TO ANIMAL CAUSES, MEALS ON WHEELS, AND THOSE IN NEED. SHE IS STILL MISSED SORELY BY HER MANY FRIENDS.

DEADLINE: FRI, NOV 17, 2023

[CLICK HERE FOR MORE INFO!](#)

CAPA SCHOLARSHIP OPPORTUNITIES

THE SUSAN HANEY COMMUNITY SERVICE & PRO BONO GRANT

WIN \$500.00 CASH!

APPLICATIONS & NOMINATION ARE NOW OPEN

DEADLINE: FRI, NOV 17, 2023

[CLICK HERE FOR MORE INFO!](#)

CAPA is proud to announce the establishment of the Susan Haney Community Service and Pro-Bono Grant. Susan Jo Norris Haney was a beloved mother, lawyer, activist, advocate and friend. She lived life on her own terms and was not one to back down from a challenge. She opened The Haney Law firm in 2001 with her daughters Amber and Caitlin. Susan loved to refer to the trio as The Haney Dream Team. Susan quickly earned a reputation as a veracious litigator with a take no sh** attitude!

Susan gave her time to numerous organizations including; Meals on Wheels, VLS, CANLAW, NAMI-Austin, Faith United Methodist Church, Mobile Loaves & Fishes, Kingdom Kamp, Hands on Housing, and many other pro bono clinics. She was also a huge supporter of paralegals and in particular CAPA where she gave generously of her time presenting CLEs and sponsoring events. Susan helped almost anyone who crossed her path. It was in her nature and who she was.

CAPA established the Susan Haney Community Service and Pro Bono Grant in 2021 following her passing from glioblastoma brain cancer. CAPA wants to ensure that this SUPERWOMAN'S enthusiasm for life, human rights and giving back will be remembered and celebrated by acknowledging those with the same spirit.

This grant will be awarded annually to a CAPA member that embodies Susan's spirit of selflessness and giving. All voting, associate, student and emeritus members in good standing are eligible. You may apply for the grant yourself or nominate someone else. You should submit a typed essay, one to two pages in length, highlighting the applicant's motivation towards service and discussion of past and present community service and pro-bono activities as well as anything else you'd like to be considered or shared. A log of service hours should also be included. The applicant does not need to submit a description of what the grant will be used for. The winning applicant's essay will be published in the CAPA Brief.

Travis County CPS Docket

November 29, 2023

CAPA Monthly Meeting and CLE @
Chez Zee Bistro
Wednesday, November 29 12-1 pm
\$40 members/\$45 guests
recording only & water table options available
REGISTER AT: WWW.CAPATX.ORG



PRESENTATION BY:
THE HONORABLE AURORA MARTINEZ JONES
126TH DISTRICT COURT OF TRAVIS COUNTY



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FAMILY LAW & CIVIL TRIAL

NALA APPROVED



OCTOBER CLE THANK YOU



Thank you, Michelle Fontenot!

Michelle Fontenot is the Director of Texas Lawyers' Assistance Program. This program is also extended to paralegals as well! Michelle was our presenter for our October CLE and provided an insightful presentation and tips for resilience in the practice of law. We had a great turnout and received excellent feedback!

We hope to see you at our next CLE!



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Veritext is home grown and rooted in our local community.

Thank you for being a CAPA Member

CAPA MEMBERS!



This is a friendly reminder that your CAPA membership expires on December 31st.

To renew your membership

[CLICK HERE](#)

or log in to the CAPA website, go to "View Profile" and initiate renewal from there. Be sure to update your contact information and email address so you will continue to receive member updates and information.

DON'T FORGET TO RENEW!



MEMBER BENEFITS

EXCLUSIVELY FOR MEMBERS



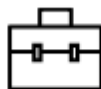
CLE

CAPA offers several hours of CLE throughout the year at monthly luncheons, CLE Seminars, and Lunch & Learns. Many are complimentary or offered at a discounted rate.



DISCUSSION FORUM

CAPA members have exclusive access to CAPA's online discussion forum. Ask questions, share information, and discuss all things paralegal.



JOB BANK

Exclusively for Members, CAPA's Job Bank is updated several times per month with job postings in the Austin area.



SCHOLARSHIPS

Scholarships can be used for paralegal certification exam fees, membership dues, CLE seminars, and other approved paralegal study materials.



MENTOR PROGRAM

Ask for guidance from seasoned paralegals, or share your wisdom and experience with a student or new paralegal.



LEARN MORE AT CAPATX.ORG

THANK YOU FOR BEING A
MEMBER OF
CAPITAL AREA PARALEGAL
ASSOCIATION



Not a member? Visit the [membership page](#) to apply online.

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