



# PANO

Paralegal Association of Northwest Ohio

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## President's Message

*As we sit munching away on Halloween treats, we are reminded that the holiday season has started.*

*Between Thanksgiving pie baking, preparing your signature dishes, getting ready for family visits, and, of course, shopping, don't forget one of the most important parts of the holiday: reflecting on everything you are thankful for and sharing your gratitude with others.*

*On behalf of myself and the PANO board members, we wish you the happiness of good friends, the joy of a happy family, and the wonder of the holiday season.*

*Have a memorable Thanksgiving!*



# November Membership Meeting



- \* **TOPIC:** Paralegal Utilization
- \* **SPEAKER:** Amanda Mkamanga
- \* **DATE:** Monday, November 20th
- \* **TIME:** 12-1 pm
- \* **LOCATION:** Virtual Teams Meeting

## Reservations

Please email Lisa Robison, [lirobison@marathonpetroleum.com](mailto:lirobison@marathonpetroleum.com),  
by November 17th.



## ***MISSION STATEMENT***

1. Promote the utilization of paralegals.
2. Provide continuing legal education & opportunities for professional development to paralegals
3. Address ethical and professional issues affecting the paralegal profession
4. Offer leadership, mentoring and networking opportunities

## Membership Meeting Dates

### *Virtual Meetings*

November 20, 2023

January 23, 2024

February 27, 2024

March 26, 2024

April 23, 2024



## Board Meeting Dates

### **Virtual Meetings**

November 13, 2023

December 11, 2023

January 08, 2024

February 12, 2024

March 11, 2024

April 08, 2024

May 13, 2024

# CONNECT WITH US ON:



**WEBSITE:** [www.panonet.org](http://www.panonet.org)

Password: NWparalegal2020



**RSVP by Nov. 21 to [Lisa R.](#)**

**Dec. 06, 2023**  
*Drinks & Apps—5:30pm*  
*Order Dinner—6:30pm*



*Due to poor event turnout, the Holiday gathering this year is informal & dinner is on your own.*

*No holiday charity as PANO is switching focus to the February Food Drive*



# JOB OPPORTUNITIES

## LITIGATION PARALEGAL

Zoll & Kranz LLC is looking for a Litigation Paralegal/Litigation Case Manager responsibilities include the ability to proficiently and effectively assist in all facets of the litigation life cycle . The ideal candidate will be a highly motivated and organized individual with excellent interpersonal skills in order to effectively communicate with attorneys, colleagues, plaintiffs/clients and their family members when applicable. Must be a team player with a positive, can-do attitude and strong attention to detail for work at our Toledo, Ohio office.

### MINIMUM REQUIREMENTS

- *Experience:* Minimum of 2 years of relevant work experience, preferably from a law firm or health-related background.
- *Education:* Associate's Degree or higher in a related field required.

### SALARY AND BENEFITS

We offer competitive salary and benefits. This is a non-exempt full-time position with a salary ranging from \$35,000 to \$45,000 annually (commiserate with experience).

Benefits for this position are competitive, however, the notable benefits are 100% employer-paid health insurance, assistance with childcare (if applicable) and a retirement plan for long-term dedicated employees.

*(more details attached)*

Resumes can be sent to [christy@toledolaw.com](mailto:christy@toledolaw.com)

[Paralegal Jobs, Employment in Toledo, OH | Indeed.com](#)

1

### Know Your Value

What strength do you bring to the table? Figure this out, then bring it every day.

2

### Show Up Early

Be prepared and ready to go by showing up early. This will allow for breathing room to stay focused, in control, and one step ahead.

5

### Find a Mentor

One way to learn is to find someone who is doing what you love to do, and doing it well. Learn from their mistakes and triumphs.

6

### Ask for Help

By asking for help you free yourself to learn, to focus on your priorities, and to build a network of resources.

3

### Get Out Of Comfort

Growth is a big part of the success equation. To grow, you must be willing to stretch beyond the comfort zone.

4

### Avoid Gossip

Talking negatively about anyone is disrespectful. Set a hard rule never to engage in such unprofessional behavior.

7

### Stay Open to Change

To develop, you must be open to the dynamic shifts of staying fresh and shifting beyond the status quo.

8

### Build Good Relationships

Building a strong network is vital to your success because it allows for the exchange of valuable insights and resources.

# Articles



Prevent Porch Pirates  
& Steer Other  
Thieves Away



8 Steps to Be  
the Rockstar  
Personal Injury  
Paralegal



Ex-Toronto Paralegal  
Gets Jail Time for  
Traffic Ticket  
Fixing Fraud



# Spotlight

*Emily Nickoli — Paralegal, Semro & Henry*

\* **Why did you become a paralegal?**

*I wanted to work on and help solve complicated problems.*

\* **What do you like the least about your career?**

*Not always being able to solve an issue for a client as quickly as I hoped to.*

\* **What would you like to see PANO do in the future?**

*Community outreach/service*

\* **What is your favorite way to spend the weekend?**

*Spending time with family & friends*

\* **How many states have you travelled to?**

*16*

\* **How do you spend your commute ?**

*Listening to music or podcasts*

\* **What three words best describe you?**

*Hardworking, loving, introverted*

\* **What is one of your pet peeves?**

*Know-it-alls*

\* **What is your favorite Thanksgiving dish?**

*Green bean casserole*

\* **Any holiday plans?**

*Spending time with family*



•HELLO•  
*welcome*



## **New Members:**

*Nicholas Benya—Associate*  
*DeAnna Routson—Associate*



Thank You

# Sustaining Members

- ✧ Boerger Investigative Services, LLC
- ✧ Eastman & Smith Ltd.
- ✧ Hylant Group, Inc.
- ✧ Marathon Petroleum Corporation
- ✧ Marshall & Melhorn, LLC
- ✧ Medical Evaluators LLC
- ✧ Shumaker, Loop & Kendrick, LLP
- ✧ Spengler Nathanson P.L.L.
- ✧ Stautzenberger College



# 2023-24 Board

| POSITION   | NAME & ADDRESS  | CONTACT INFO   |
|--|---|--|
| <b>President</b>                                 | Molly O'Connell, Marathon Petroleum Company<br>539 S. Main Street—Findlay, OH 45840   | Phone: 419-421-3203<br>Email: <a href="mailto:MOConnell2@mpcorp.com">MOConnell2@mpcorp.com</a>           |
| <b>Vice President<br/>NALA Liaison</b>           | Lisa Foreman, Milberg Bryson Coleman Phillips<br>Grossman PLLC                        | Phone:<br>Email: <a href="mailto:lisa.foreman4116@gmail.com">lisa.foreman4116@gmail.com</a>              |
| <b>Secretary<br/>Membership</b>                  | Marian Buntain, Marathon Petroleum Company<br>539 S. Main Street—Findlay, OH 45840    | Phone: 419-421-3345<br>Email: <a href="mailto:mabuntain@mpcorp.com">mabuntain@mpcorp.com</a>             |
| <b>Treasurer</b>                                 | Dawn Kaucher, Eastman & Smith LTD.<br>PO Box 10032—Toledo, OH 43699                   | Phone: 419-247-1764<br>Email: <a href="mailto:dmkaucher@eastmansmith.com">dmkaucher@eastmansmith.com</a> |
| <b>Trustee at Large<br/>Newsletter / Website</b> | Lisa Robison, Marathon Petroleum Company LP<br>539 S. Main Street — Findlay, OH 45840 | Phone: 419-421-2541<br>Email: <a href="mailto:lirobison@mpcorp.com">lirobison@mpcorp.com</a>             |
| <b>Job Bank Coordinator</b>                      |   | Email: <a href="mailto:PANOLucasCnty2020@gmail.com">PANOLucasCnty2020@gmail.com</a>                      |

