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CRYPTOCURRENCY PROBATE



What Happens to Your Crypto When You Pass?

by Isis S. Curiel

Working in estate planning, I have seen that all clients are concerned with safeguarding their assets in the most thorough way possible. While some digital platforms like Apple offer clear guidelines, such as designating a “legacy contact,” cryptocurrency presents a unique challenge. Cryptocurrency lacks standardized protocols for post-death management, creating uncertainty around handling these assets after your passing. Addressing these complexities is critical to ensure your digital currency is appropriately managed and transferred according to your wishes.

The cryptocurrency market has continued to fluctuate since Bitcoin’s popularity surged in 2021. Forbes, citing data from crypto.com, estimated

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PRESIDENT'S MESSAGE



The Modernization of Business & Professions Code § 6450

by Jonathan Dang – LAPA President

Business and Professions Code Section 6450 (B&P § 6450) became operative on January 1, 2004. Many of California’s paralegal advocates, including LAPA, were integral in passing the law which governs and defines paralegals. With the passage of time and recent advancements in the legal profession, B&P § 6450 needs to be reformed.

THE NEED FOR MODERNIZATION: UPDATING CALIFORNIA'S B&P § 6450

In the dynamic landscape of legal services, the role of paralegals has become increasingly significant. California’s B&P § 6450 outlines the qualifications, duties, and limitations of paralegals, ensuring they work under the supervision of licensed attorneys and do not engage in the unauthorized practice of law.

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that by the end of 2021, around 300 million people globally held some form of cryptocurrency. As this market blends more into personal and investment portfolios, the need for legacy protection becomes increasingly necessary. While many crypto enthusiasts are well-versed in the opportunities within the market, the long-term security of these digital assets often remains a neglected aspect. The future is unpredictable, and without proactive estate planning, access to your cryptocurrency could face significant difficulties after your death, impacting your beneficiaries and the transfer of assets.

Take, for example, Gerald Cotten, CEO of Quadriga, who unexpectedly passed away in 2018 and took upwards of \$145 million in crypto assets with him. He had passcodes that tied up part of his assets and many others in his QuadrigaCX exchange. Unfortunately understanding the process after death might not be the top priority for the everyday crypto user. However, it is crucial to be aware of these processes and plan accordingly, as failing to do so could result in substantial court fees for your loved ones. Assets not placed within a trust

or without listed beneficiaries require Probate. Cryptocurrencies currently do not allow users to designate a beneficiary; however, some crypto exchanges have protocols to transfer assets to the next of kin, such as Binance, Coinbase, and Kraken that require the following:

BINANCE

- Submit an inheritance appeal
- Include all relevant materials and documents (i.e. death certificate, will, probate documentation, government-issued ID, etc.)
- Note: this process can take anywhere from 1-2 months depending on the case's complexity

COINBASE

- A death certificate
- Either Probate Documentation, Letters Testamentary, Letters of Administration, Affidavit for Collection, or Small Estate Affidavit (whichever one applies)
- A government-issued photo ID
- A letter signed by the person(s) named in the Probate Documents instructing Coinbase which Coinbase account (including the associated email address) to send the account assets
- Note: the individual requesting the asset transfer will be required to make their own account to receive the assets

KRAKEN

- Death Certificate
- Will
- Proof of the individual's role in the estate
- A government-issued photo ID
- The public account ID
- Note: other documents may also be required

Another way to protect your cryptocurrency is to ensure that any person you want to access the currencies stored in your virtual wallet has a separate private key that allows them to access the account. This private key is similar to a password or access code for your cryptocurrency. If you do not share this

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LAPA REPORTER

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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.

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CALENDAR OF EVENTS

AUGUST

- 6- **Paralegal Pathways: Mastering Job Search Strategies at Every Career Stage (Not for MCLE)** – Online via Zoom; 6:00-7:00 PM; Featuring: Mitch Rufca; Go to <https://www.lapa.org/event-5809044> for more information & to register.
- 7- **LAPA Executive Board Meeting** – Conf. Call; Contact Jonathan Dang at president@lapa.org.
- 14 - **LAPA Board Meeting** – Contact Jonathan Dang at president@lapa.org

SEPTEMBER

- 4- **LAPA Executive Board Meeting** – Conf. Call; Contact Jonathan Dang at president@lapa.org.

- 11 - **LAPA Board Meeting** – Contact Jonathan Dang at president@lapa.org.

OCTOBER

- 2- **LAPA Executive Board Meeting** – Conf. Call; Contact Jonathan Dang at president@lapa.org.
- 9- **LAPA Board Meeting** – Contact Jonathan Dang at president@lapa.org.
- 19- **LAPA's 48th Annual Conference** – Omni Hotel Los Angeles, CA; Go to <https://www.lapa.org/event-5721252> for more information & to register.

CRYPTO INHERITANCE - cont. from page 2

private key before you pass away, you risk losing the funds altogether. Like creating a legacy contact, you want to ensure that someone you trust knows the public key information and has the private key to gain access. Without a will with proper instructions on accessing the currency, gaining access to the cryptocurrency you accumulate can become virtually impossible.

While this process may seem overwhelming at first, understanding it allows you to take proactive steps. By establishing a comprehensive estate plan, you can ensure the protection of all your assets. A pour-over will is a useful tool, creating a pathway for any assets not explicitly listed in your trust to be automatically included. However, it is advisable not to rely solely on this tool. Just as you would transfer

traditional bank accounts into your trust, it is equally important to create a clear roadmap for your digital assets. This should include detailed instructions for accessing your cryptocurrency, encompassing crucial information such as your private key, username, and password. By taking these steps, you are providing your beneficiaries with the necessary means to manage your digital wealth effectively. Digital assets are constantly evolving; to stay on top of them, you must “think with the end in mind.”

“

To begin with the end in mind means to start with a clear understanding of your destination.

It means to know where you’re going so that you better understand where you are now and so that the steps you take are always in the right direction.

– Stephen R. Covey

”

Isis Curiel is a graduate of the University of California, Los Angeles, where she double-majored in English and African American Studies and minored in Chicana Studies. She fulfilled many roles while on campus, including being a student fundraiser, peer counselor, and resident advisor. While at Mt. San Antonio College, she graduated with a Paralegal Associate Degree from the ABA Certified program and earned the Certificate of eDiscovery and Litigation Support. In her senior year of high school, she gained ownership of and managed “Kettle Corn Angels,” a kettle corn business, whose slogan is “Where we pop our bags one cause at a time.” A portion of every bag sold is donated to a different cause each month. She co-owns and manages the business with her sister Sabrea Aijalon Curiel. Isis’ passions are philanthropy, education, and advocacy, all of which have led her to an interest in law. She currently works at Athlon Legal, APC in Pasadena as a Paralegal Assistant. As the firm’s Paralegal Assistant, Isis helps draft estate planning and estate administration documents for clients and serves as the firm’s in-house notary. She enjoys client-facing work and assisting with the protection of assets in the estate planning and probate fields.



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Are you a paralegal legal professional or simply curious about the legal industry? Look no further!

Paralegal Tea Time
With Melissa Acosta

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However, as the legal profession evolves, there is a growing consensus that this code should be updated to reflect current realities and future needs.

ADAPTING TO TECHNOLOGICAL ADVANCEMENTS

The legal industry has seen a surge in the use of technology, from e-discovery platforms to legal research databases. Paralegals are often at the forefront of utilizing these tools, yet B&P § 6450 does not adequately address the scope of their interaction with such technologies. An update could provide clarity on the use of artificial intelligence and machine learning in legal work, ensuring paralegals are equipped to handle these responsibilities ethically and effectively. Many programs are now offering specialized certificates in various areas including e-discovery and trial technology.

EXPANDING EDUCATIONAL & MANDATORY CONTINUING LEGAL EDUCATION REQUIREMENTS

Currently, B&P § 6450 mandates a minimum educational standard for paralegals, which includes a certificate of completion from an ABA-approved program or equivalent units in law-related courses. As the complexity of legal tasks grows, there is a need to elevate these educational prerequisites, potentially requiring advanced degrees or specialized certifications that align with the paralegal's area of practice.

Under B&P § 6450(c)(3) and (c)(4), individuals can bypass formal education and become paralegals by obtaining declarations from their attorneys indicating they are qualified to perform paralegal tasks. This loophole significantly harms those who have invested significant amounts of money on their formal paralegal education and should be reformed.

CLARIFYING SCOPE OF PRACTICE

The code strictly prohibits paralegals from providing legal advice or representing clients in court. However, there are gray areas, such as administrative hearings or pro bono activities, where paralegals could play a more active role. Paralegals can be a great asset to advocate for clients in small claims matters. Updating the code to define these boundaries more

clearly would empower paralegals to contribute more significantly without overstepping legal limits.

ENHANCING CONTINUING EDUCATION


Paralegals are also required under B&P § 6450(d) to meet mandatory continuing legal education (MCLE) requirements every two years. Paralegals are required to complete 4 hours of MCLE in legal ethics and 4 hours in general law under Business and Professions Code § 6070. Given the rapid changes in law and ethics, particularly concerning privacy and data security, the frequency and content of these educational requirements could be revisited to ensure paralegals remain current in their knowledge and skills. Paralegals MCLE requirements are to be certified by supervising attorneys and paralegals are responsible for keeping a record of their credits. How can we maintain integrity when there is no governing body such as the California State Bar to certify credits?

ADDRESSING THE GIG ECONOMY

The rise of the gig economy has impacted the legal field, with many paralegals now working as independent contractors. The current code does not fully address the nuances of such arrangements, particularly concerning supervision and accountability. An update could establish guidelines for freelance paralegals, safeguarding the quality of legal services while accommodating modern work models. There is a fine line when it comes to the unauthorized practice of law.

CONCLUSION/RECOMMENDATIONS

B&P § 6450 has served California well, but the time has come for a thoughtful revision. By updating the code, California can ensure its legal professionals are prepared for the challenges of the 21st century and maintain the integrity of the profession. Paralegals should also be governed under a body just like their attorney counterparts.

Jonathan Dang is currently a Paralegal with Freeman Mathis & Gary LLP. In his diverse career, he previously worked for a fortune 100 insurance company, private law firms, and the Los Angeles District Attorney's Office. Jonathan Dang is also currently enlisted in the Marine Corps Reserves. Aside from LAPA, he also serves on the board of directors for the University of La Verne's Legal Studies Program and Mt. San Antonio's Paralegal Program. 



AFFILIATE

Spotlight

Tony serves as the Vice President of Membership and Policy for the Los Angeles Paralegal Association. He co-hosts the Paralegal Voice podcast.



TONY SIPP | JULY 2024

NALA July 2024 Affiliate Spotlight – Tony Sipp

reprint from nala.org

Tony Sipp is the Vice President of Membership and Policy for the Los Angeles Paralegal Association (LAPA), where he has served in numerous roles since 2014, including President in 2020.

“It was quite an experience,” he remarked about his presidency. “It was one of those challenging years, and I was able to successfully lead the organization through some of those challenges.”

Tony connected with Amy McGuigan, then President of the San Francisco Paralegal Association, and they formed a bond with many local associations. They hosted virtual get-togethers for their members and came up with creative ways to keep people engaged.

His motivation for getting involved with LAPA was increasing access to justice. He wanted to combine his legal and political experience to do some work for the community.

“When the pandemic happened, the city decided to do some pro bono work for people with insecurities,” Tony said. “I got to partner LAPA with the city’s initiative to help those people.”

Paralegals from LAPA worked together with attorneys to provide pro bono work to people in need. Tony’s role in this project earned him an Affiliate Award from NALA in 2020.

Tony graduated from Fordham University with a bachelor’s in political science. He works at Ellis George LLP. He co-hosts the Paralegal Voice podcast,

sponsored by NALA, with Jill Francisco, ACP. Jill and Tony met in 2020 when she was serving as NALA’s President. Years later, she invited him to join her as the co-host of the Paralegal Voice. You can learn more about the podcast and listen to the episodes here. <https://legaltalknetwork.com/podcasts/paralegal-voice/>

As the current Vice President of Membership and Policy, Tony has the goal of increasing LAPA’s membership. He wants people to understand the benefits and value of being part of an association as part of their professional career.

“Whether they want to network or look for a job, we want this to be a place where they can come and feel comfortable to ask questions,” Tony explained. “We want to create opportunities for them and offer value so that they are more engaged and involved and stand out in their career.”

While Tony has been involved with LAPA for a decade, he wants to branch out to the national level.

“LAPA is always going to be a part of me,” he shared. “I want it to be successful. If anything, I want to get more involved with NALA and engaged in what they are doing.”

Tony’s advice to paralegals is to come as they are.

“Do not be intimidated by the field,” he advised.

“Bring the experience you already have. More than likely, it is going to come in handy when you are doing your job.”

Tony and Amy co-presented at the Affiliated Associations Annual Meeting at the 2024 NALA Conference & Expo on the Benefits of Collaboration.

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Keep an eye on NALA's YouTube channel here for a recording of the presentation. <https://www.youtube.com/channel/UCRyVe2V8N6wCrdbFvX-esbA>

Read Tony's favorite quote below. 📖

“

Our deepest fear is not that we are inadequate. Our deepest fear is that we are powerful beyond measure. It is our light, not our darkness that most frightens us. We ask ourselves, 'Who am I to be brilliant, gorgeous, talented, fabulous?' Actually, who are you not to be?

You are a child of God. Your playing small does not serve the world. There is nothing enlightened about shrinking so that other people won't feel insecure around you. We are all meant to shine, as children do. We were born to make manifest the glory of God that is within us.

It's not just for some of us; it's in everyone. And as we let our own light shine, we unconsciously give other people permission to do the same.

As we are liberated from our own fear, our presence automatically liberates others.

— Marianne Williamson

”

SAVE THE DATE

for

LAPA'S Annual October Conference!

“NAVIGATING YOUR CAREER PATH”

When : Saturday, October 19, 2024

Time : 8:30am – 3:30pm

Location : Omni Los Angeles Hotel
251 South Olive Street
Los Angeles, CA 90012



We look forward to seeing you.
Mark your calendar and stay tuned for further details!



Be a Part of the LAPA Newsletter

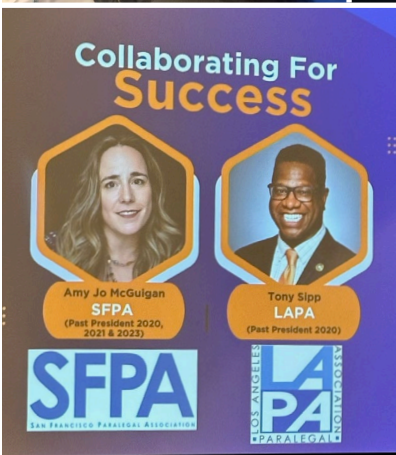
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Questions or Submissions please send to
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Deadline to submit Articles or Ads is
the first of the month by 9pm to be considered
for the following issue.

NALA 2024 CONFERENCE PHOTO GALLERY





My First In-Person NALA Conference

by Tony Sipp – LAPA V.P. of Marketing & Planning

Attending my first in-person National Association of Legal Assistants (NALA) Conference was a milestone in my professional journey, filled with enriching experiences and unforgettable moments. As someone deeply invested in the legal profession, this event provided an unparalleled opportunity for professional development, networking, and forming lasting bonds with colleagues from across the nation.

The conference kicked off with a series of workshops and seminars designed to enhance our knowledge and skills in various aspects of the legal field. From cutting-edge technology in legal research to the latest trends in litigation support, each session offered valuable insights that I was eager to bring back to my own firm's practice.

One of the highlights was a keynote address by Iliana Oris Valiente, CPA, CA, who spoke about the future of the legal profession in the digital age. This session was particularly enlightening, offering a glimpse into how technology is transforming our industry and underscoring the importance of staying current with these advancements. The interactive nature of the presentation allowed for engaging discussions and practical demonstrations, making the learning experience both informative and enjoyable.

Networking was another significant aspect of the conference that exceeded my expectations. Meeting fellow paralegals, legal assistants, and other professionals from diverse backgrounds was an invaluable experience. The conference provided numerous opportunities to connect, from casual coffee breaks to structured networking events.

There was an evening social event where I had the chance to engage in deep conversations with peers who shared similar career paths and aspirations. These interactions were not only inspiring but also provided a sense of camaraderie and support that is

often hard to find in day-to-day professional life. I even landed a Board position that I have always wanted. Sharing experiences, challenges, and successes with others in the field reinforced the notion that we are part of a larger community, all working towards common goals.

The bonds formed at the NALA conference went beyond mere professional connections. Many of the individuals I met have become friends and trusted colleagues. We exchanged contact information and have kept in touch since the conference, supporting each other through career milestones and challenges.

I made a particularly meaningful connection with Amy McGuigan, ACP, CEDS, CAS. We were incredibly grateful to NALA for the opportunity to present "Collaborating for Success" at #NALACON24. It was an honor to share insights alongside Amy about our collaboration that started during our Presidency in 2020 and continues to this day. Collaboration is the key to unlocking potential and driving success, and we are excited to continue this journey together with all of you. I would like to thank NALA for fostering a spirit of teamwork and innovation. This collaboration has been incredibly rewarding and is a testament to the lasting impact of the relationships forged by Affiliate Associations and at the conference.

My first in-person NALA conference was nothing short of transformative. The wealth of knowledge and skills gained, the invaluable networking opportunities, and the lasting bonds formed have all contributed significantly to my professional growth. I left the conference feeling inspired, motivated, and more connected to the legal community than ever before.

For anyone considering attending a NALA conference, I wholeheartedly recommend it. The experience offers a unique blend of professional development and personal growth that is essential for anyone looking to excel in the legal field. I look forward to the next NALACON in Atlantic City, New Jersey as well as the continued opportunities of future conferences and what they will bring for learning, networking, and forming lasting bonds.

This experience reaffirmed my commitment to the legal profession and highlighted the importance of continuous learning and connection within our field. I

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am excited to apply the insights and skills gained from the conference to my work and to continue building on the relationships formed during this incredible event.

Tony is the Paralegal Manager at MK where he manages paralegals at all 7 offices nationwide. He is the former President for Los Angeles Paralegal Association, having led them through the challenges of 2020. He is also a former Council Member for

the Greater Valley Glen Neighborhood Council where he Chaired the Government Relations committee. Tony was appointed to the Los Angeles County Bar Association's Diversity in the Profession Committee in 2020. He's been a guest speaker on several professional legal panels as well as podcasts and now he's the co-host of The Paralegal Voice on The Legal Talk Network. He has been published in multiple legal articles and was the recipient of 2020 NALA's Affiliate Award. In his spare time, Tony enjoys spending time with his lovely wife, Krista, and his Chocolate Labrador, Mookie. His hobbies include cycling, capoeira, traveling and reading. He's a bit of a nerd. 📖



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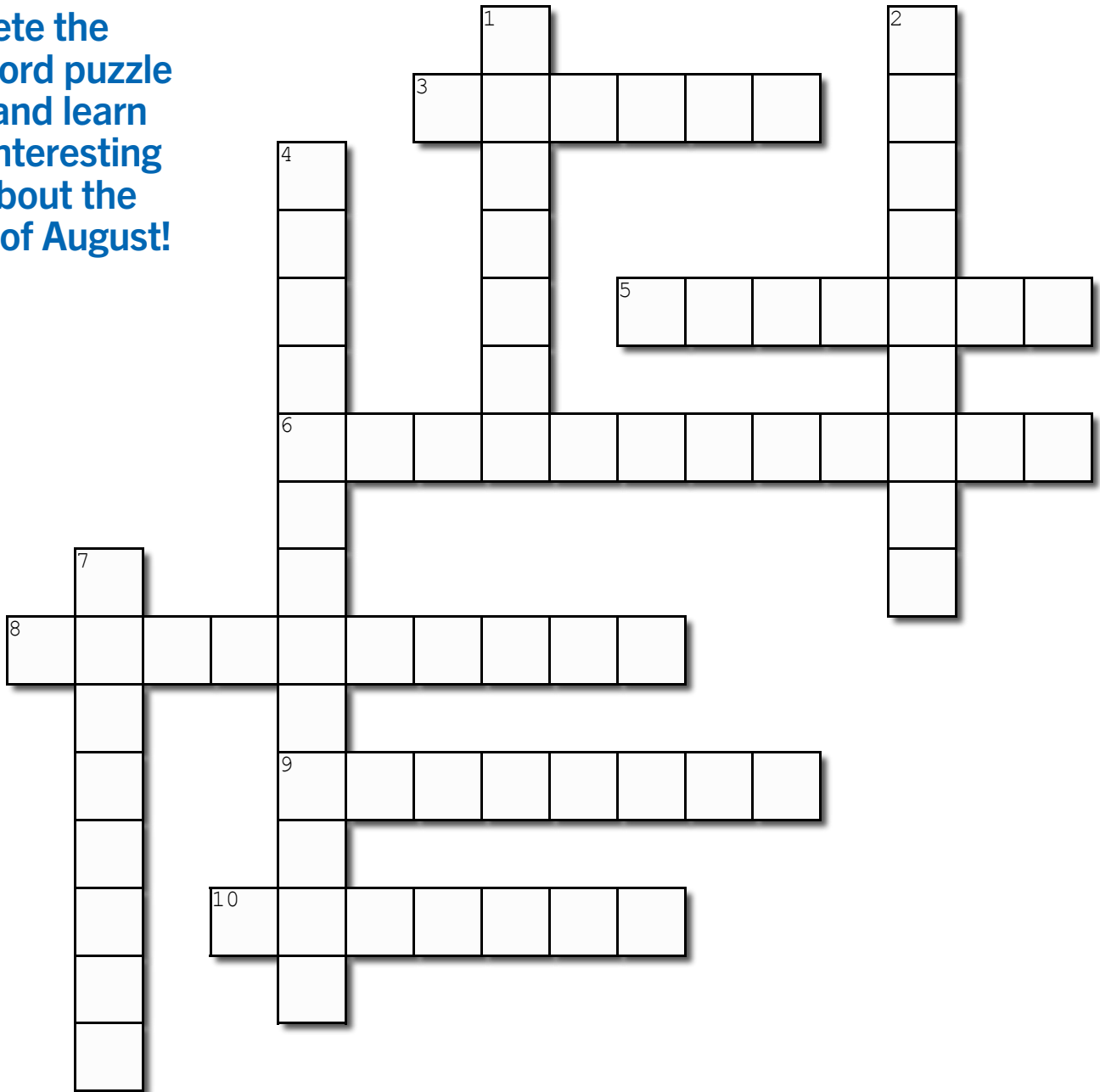


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August Crossword Puzzle

Complete the crossword puzzle below and learn some interesting facts about the month of August!



ACROSS:

3. In the southern hemisphere, August is the last of the _____ months.
5. This ancient Roman city was destroyed in August when Mount Vesuvius erupted.
6. This famous Scottish actor was born in August.
8. There are 300 different varieties of this fruit that is popular in the summer.
9. The full moon of August is called the _____ Moon, named after the primitive fish species.
10. August birthstone that is a lesser-known gem.

DOWN:

1. Martin Luther King Jr. gave his well-known "I have a dream" address on the steps of the _____ Monument in Washington, D.C.
2. In a standard year, August is the only month that begins on a _____ day of the week than any other month.
4. This Rock music legend left the world behind in August.
7. On August 6, 1762, the first-ever _____ was created in the middle of a gambling game.

ANSWER KEY FOUND ON PAGE 19



Stay Safe: Comply With CA's 2024 Workplace Violence Prevention Law

by Megan Lieber & Robert R. Yep

California employers are required to comply with new workplace violence prevention requirements by **July 1, 2024**. [Labor Code section 6401.9](#) requires most employers to develop a workplace violence prevention plan, provide annual training, and maintain records.

“COVERED” EMPLOYERS

The new workplace violence prevention requirements apply to all employers, private or public, in all industries *except* for the following:

- Workplaces where there are fewer than 10 employees present at any given time and which are not accessible to the public;
- Employees who telecommute from a location of their choosing that is outside the employer's control;
- Healthcare facilities covered by the California Division of Occupational Safety and Health (DOSH), better known as Cal/OSHA's violence prevention regulations; and
- Corrections and law enforcement agencies.

WORKPLACE VIOLENCE PREVENTION PLAN REQUIREMENTS

Covered employers are required to adopt and implement a workplace violence prevention plan, which includes:

- The names of the persons responsible for its implementation;
- Procedures for accepting and responding to reports of workplace violence, including a

prohibition on retaliation against the reporting employee;

- Procedures for communicating about workplace violence matters;
- Procedures for investigating employee concerns;
- Procedures for responding to actual or potential workplace violence emergencies; and
- Procedures for post-incident response and investigation.

The plan must be in writing and easily accessible to employees.

TRAINING REQUIREMENTS

Covered employers are required to provide training to employees when the workplace violence prevention plan is established, and to continue to provide training thereafter on an annual basis. Trainings must cover the following and include interactive components for questions and answers:

- The employer's workplace violence prevention plan and how employees can obtain a copy;
- How employees can report workplace violence incidents without fear of retaliation;
- Workplace violence hazards specific to the employees' jobs and preventive measures;
- The violent incident log and how employees can obtain records; and
- Opportunities for interactive communications with a person knowledgeable about the employer's workplace violence prevention plan.

RECORDKEEPING REQUIREMENTS

Covered employers are required to maintain the following records:

- Training records for a minimum of one year;
- Violent incident logs for a minimum of five years, which include: date, time and location of the incident; type of workplace violence; detailed description of the incident; classification of circumstances at the time of the incident; type of incident; and consequences of the incident (e.g., whether security or law enforcement was involved, actions to protect employees from a continuing threat); and information about the person completing the log; *continued on page 12*



CrowdStrike Disaster: Making Waves in the Legal World

by Mariejo Plaganas

The recent CrowdStrike outage impacted various sectors not excluding the legal field. On Thursday, July 18, 2024, the major incident was caused by an update gone awry on. Because so many places use CrowdStrike, a cybersecurity company assisting businesses in detecting and blocking cyberattacks, day-to-day activities were interrupted by this technology update. For the next week, legal professionals were disturbed by the widespread IT errors. Court proceedings, client communications, case management, online servers, and digital systems for court proceedings all experienced severe slowdowns.

If you didn't experience slowdowns, then you may have been one of the lucky few. But if you were working with business or a patron of a business that used CrowdStrike, then you might have seen

first hand the immediate effects that it had on your day. Ultimately, this high-profile event shines a light on the simple importance of robust cybersecurity. Specifically, this incident touches many different sides of law: contract law, negligence, regulatory compliance, intellectual property, privacy issues, national security and international law, corporate governance and disclosure, as well as plain old simple litigation practices.

CrowdStrike is a significant reminder that highlights the importance of cybersecurity measures and contingency planning. In law most especially, it is imperative to have a strong commitment in utilizing technology to protect client information and prevent privacy breaches. Hopefully, this reminder serves as a way to check in with our IT and make sure to take time out of our day to save ourselves from future headaches. As they say, an ounce of prevention is worth a pound of cure!

Mariejo Plaganas is currently a Paralegal at Yoka | Smith, LLP. Prior to receiving her paralegal certificate, she received her B.S. in Environmental Toxicology and has published authorship from her undergraduate research featured on PubMed, as well as Environmental Science & Technology. In her free time, Mariejo enjoys working out, volunteering within the legal community whenever she can, and perusing all the local and seasonal items at the farmer's market. [📖](#)

CALIFORNIA STATE LAW UPDATES - cont. from page 11

- Records of workplace violence hazard investigation, evaluation, and correction for a minimum of five years; and
- Records of workplace violence incident investigation for a minimum of five years.

Cal/OSHA's overview of the new workplace prevention requirements can be accessed on the California Department of Industrial Relations website, which also has a model written Workplace Violence Protection Plan as a resource guide for employers.

Please contact us to discuss further.

Megan Lieber is a trial attorney in the firm's Walnut Creek office. Ms. Lieber's litigation practice focuses on public entity liability, civil rights, professional liability, construction law, general casualty and business litigation, employment law, and insurance coverage. She has represented public entities in civil rights and child abuse cases. In employment law, she has handled wage and hour violations, wrongful termination, and disability discrimination. She has also represented design professionals in all areas of their practice, including professional liability and contract claims. Ms. Lieber is active in several professional organizations, including the San Diego chapters of PARMA and

RIMS. Ms. Lieber received her Juris Doctor from Gonzaga University School of Law and her Bachelor of Arts in Political Science from Loyola Marymount University. Email Ms Lieber at mlieber@ccllp.law

Robert R. Yap is a trial attorney in the firm's Pasadena office. He is a member of the firm's appellate practice group, employment practice group, public entity practice group, and real estate claims and transactions practice group. His practice focuses on business/commercial litigation, general liability defense, labor and employment litigation, public entity defense, and professional liability defense. Mr. Yap defends private and public employers against wrongful termination, discrimination (age, disability, gender, national origin and race), harassment including sexual harassment, retaliation, and wage and hour claims. He also defends private and public entities in bodily injury and tort litigation including high exposure, catastrophic personal injury, wrongful death, dangerous condition/premises liability, motor vehicle, products liability, and toxic tort matters. He has represented various parties in business disputes, business torts, breach of contract/fiduciary duty, and partnership disputes. He represents public entities in other civil litigation matters such as in civil rights, Constitutional, and tax-related lawsuits. He represents architects, engineers, and attorneys in professional liability matters. Before joining the firm, Mr. Yap was a litigator for an AM Law 200 firm. He has litigated multiple cases to trial and binding arbitration, and successfully argued before the California Court of Appeal and the Ninth Circuit Court of Appeals. He was selected to Super Lawyers Rising Stars for Civil Litigation Defense from 2015 – 2019. Email Mr. Yap at ryap@ccllp.law. [📖](#)



Looking Forward Despite COVID-19

by Deena Bowman

Living with the COVID-19 virus has changed our means of enjoying recreational and cultural pursuits. However, good times can still be experienced –albeit in different ways. August winds up the summer and celebrates National Black Business Month.



JOIN FELLOW ENTREPRENEURS AT THE BLACK BUSINESS DAY EXPO 2024

“Building Legacies, Bolstering Black Prosperity” is the theme of the 2nd Annual Black Business Day Expo, which is taking place at the Los Angeles Trade-Technical College. In partnership with U.S. Bank, the Black Business Association (BBA) will host a day of

business resources, speakers, and presentations. The expo takes place on Saturday, August 17, from 11:00 am – 5:00 pm. The event is open to the public and free to attend with registration. <https://bbaa.org/events/black-business-day>.

CICLAVIA
MEET THE HOLLYWOODS
Presented by Metro

Sunday, August 18, 2024
Domingo, 18 de agosto 2024
9am-4pm

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MADE POSSIBLE BY
Metro

MEET THE HOLLYWOODS – 6.6 miles 1/2 mile

CicLAvia Route
Ruta de CicLAvia

Crossing Points for Cars
Puntos de cruce para carros

Pedestrian Zone
Área de los peatones

Metro Rail Stations
Estaciones de Metro

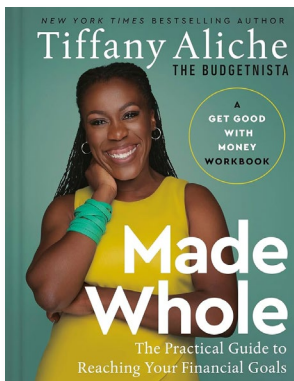
ENJOY THE AUGUST EDITION OF CICLAVIA

On Sunday, August 18, pedal through 6.6 miles of Hollywood during the August edition of the bike-friendly, car-free event. From 9:00 am – 4:00 pm, participants can bike, skateboard, use strollers, or anything without an engine to ride the car-free streets. Along the route, enjoy music, street performances, and food trucks. For more information, see <https://www.ciclavia.org>.

Deena Bowman is 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.

LAPA READING CORNER

A recurring column that reviews books focusing on voices and subjects that reflect the diversity of the human experience



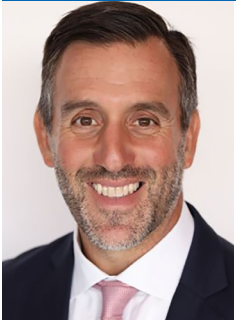
by Deena Bowman

Made Whole: The Practical Guide to Reaching Your Financial Goals

by Tiffany Aliche

Author Tiffany Aliche’s *Made Whole: The Practical Guide to Reaching Your Financial Goals* is a follow-up to her best-selling book, *Get Good with Money*. In *Made Whole*, Aliche sets up a 10-step action plan and offers worksheets, checklists, and action items for ten essential financial building blocks, ranging from setting a budget to estate planning. What can be a daunting subject is made accessible due to Aliche’s down-to-earth style and clear explanations with a dash of humor.

2023, 272 Pages, Rodale Books, \$22.99, paperback. Also available for checkout from the Los Angeles Public Library in book form, e-Book, and e-Audiobook.



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

The Bullseye Approach to Hiring

by Mitch Rufca – Rufca Recruiting Services LLC

For hiring managers, when it comes time to hire for their company most focus on a ‘Bullseye’ approach to hiring. It’s important for you as a Job Seeker to understand that Bullseye approach when you are going to be starting a job search.

What is the Bullseye Approach? Picture a dart board, or target; hiring managers would love to “throw a dart and hit a bullseye” i.e. pick up the phone and make one phone call, or send one email and find the perfect candidate for a vacancy in their department. Who would they look to call in that one call? Typically, it’s someone they’ve worked with in the past. That candidate is a known commodity. If a hiring manager can’t find someone that they have worked with, then they might look to the next outer ring, which is someone they know, even if they haven’t worked with them- someone in their inner professional network.

If the hiring manager still hasn’t found that perfect fit, then they might look outside that inner ring, and ask their network if they know of anyone who could do the job they need - which is asking for referrals. Still no luck in hiring their perfect candidate? Then typically hiring managers will go *find* a qualified candidate. Most of the time this will be done by searching for someone on LinkedIn or other social media tools using specific keywords to find the skillset they need. Haven’t hired anyone yet? The next candidate they may consider is someone who has reached out directly to them, expressing an interest in joining the team. If a hiring manager still hasn’t found a fit for their opening, then they will look to candidates who’ve applied online for their vacancy.

WHY IS THIS IMPORTANT FOR YOU TO UNDERSTAND IF YOU’RE STARTING A JOB SEARCH OF YOUR OWN?

I believe that if you are a job seeker looking for a new role, then your energy and effort should mirror that of the hiring manager, and spend more time on the

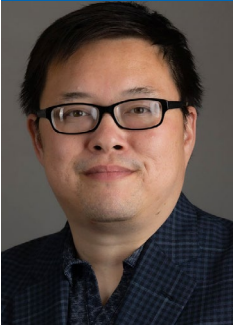
bullseye and inner rings mentioned above. Most candidates I speak with focus their efforts on applying for jobs online (the outermost ring), and not making any progress with those applications. I’ll hear the statement “I’ve applied to 100 jobs last week, and have not heard from one of them.” This might be due to them being screened out by A.I. tools, but many times it’s simply because a hiring manager has already identified a qualified candidate on an inner ring of their target.

So how do you focus your efforts correctly? Think about the inner rings of the bullseye mentioned, and start there with your job search. Who have you enjoyed working with in the past? Are they still at that firm? Or have they moved on to another firm that might be a target company for you on your search. Who else do you know at your target company? Can someone at a firm make a personal introduction with you and the hiring manager at this firm? Do you know anyone that knows anyone at your target company? We call these warm introductions. This is where professional networking is.

After spending your time here, if you still haven’t landed your dream job; then focus on being found by hiring managers who are searching for you. Does your LinkedIn reflect the skills and keywords that one might look up in order to find you? Does your profile show that you’re qualified for the types of positions you’re applying for? Lastly, when you’re applying for roles you see posted online, are you applying smartly? This means you are customizing your resume keywords to match the job description. Example: The job description is asking for someone that has experience in both state and federal filings, make sure your resume clearly states state and federal filings. Attempt to reach out to a real person to express your interest in the opening. Customize a cover letter for each role you apply to.

Using this targeted approach to your job search should lead you to hitting that bullseye, which will land you your dream job! Good luck and please let me know how it goes.

Mitch has over 20 years of recruiting experience with the last 12 years focused on growing his company, Rufca Recruiting Services LLC; as they focus on administrative, legal and technical support to law firms and Fortune 500 Companies. He also is an Instructor at Loyola Marymount University and at UCLA Extension, teaching classes on talent acquisition to students earning their HR Certificate. Mitch is a board member of the Los Angeles Chapter of the National Human Resources Association, and has three small children, a dog, 8 chickens and one pet duck. 🏠



A recurring column where we delve into unique experiences and insights of paralegals. We ask engaging, thought-provoking questions to a featured paralegal, offering a glimpse into their daily life and career.

Travis Chow

Paralegal Coordinator, Collins + Collins LLP

Describe a typical day for you as a paralegal. What are your most common tasks and how do you manage your time effectively?

That's why I enjoy my job—there's no such thing as a typical day. You have to be prepared and ready for whatever comes your way. Each paralegal's day can be different based on their field of work. Success requires careful organization, effective time management, and the ability to avoid distractions, while still making time for breaks. Although it's not a perfect comparison, I sometimes think of it as if working in an Emergency Room. You prioritize the most urgent tasks first while the less critical ones wait. However, every case deserves the same level of attention to detail and care.

What's the first thing you do when you get to the office in the morning? How does it set the tone for your day?

If you're asking about the first thing to do when you get into the office, it's already a sign that you're behind. It starts with being prepared before you even arrive. Begin your day with the right mindset and attitude. Know what's on your agenda, prioritize your tasks, and ensure you have a well-structured morning routine. This allows you to stay focused and productive, with the motivation and engagement needed to tackle your work effectively.

CAREER INSIGHTS

What inspired you to become a paralegal? Was there a defining moment or person that influenced your career choice?

To be completely honest, I was struggling in high school, and Pasadena City College was the only institution that accepted me (community colleges generally have an open admissions policy). At that time, you had to register for classes in person. I remember sitting in a corner with the college catalog,

feeling discouraged as I flipped through pages and saw that most fields required prerequisites that either didn't interest me or seemed beyond my reach. Then I came across Legal Studies, which didn't have any math or advanced class requirements. That's how I ended up choosing the field. Maybe it was fate, or perhaps it was just luck, but it turned out to be the right decision.

What's the most rewarding part of being a paralegal? Can you share a specific example?

It's not like what you see on television. Most paralegals aren't making dramatic courtroom scenes or changing the law. The real reward comes from the day-to-day work. We play a crucial role in gathering evidence, preparing draft documents, coordinating with witnesses and experts, reviewing and analyzing documents, researching case law, and understanding court procedures—all while striving to ensure that everything is done accurately and efficiently.

COMPENSATION

What is the salary range for our field and your experience?

This question comes up a lot, with new Paralegals. Robert Half publishes data on projected salaries based on level of experience. I believe it has Junior Paralegals starting around \$58,623-\$70,413, and for Paralegal Managers, the range is from \$113,315 to \$140,170. Specialized Paralegals with specific Certifications and job responsibilities can demand even higher pay. None of us are retiring anytime soon. I know it's hard to give this advice, and we all have bills to pay, but the salary doesn't matter because it will be where it needs to be eventually. It is more important to start off and continue to work in the right environment where you flourish in both professional and personal growth.

What factors do you believe most influence a paralegal's salary, and what advice would you give to others looking to increase their earning potential?

The days of starting and retiring at the same firm are long gone. It's important to understand and advocate for your worth. If your current firm cannot offer the compensation you deserve, keep your resume updated and explore opportunities elsewhere. Salary depends on several factors, including geographical

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location, specialization in high-demand fields, the size of the law firm, and specific job responsibilities. However, you have control over certain aspects: stay current with legal trends and technology, pursue ongoing education or certifications relevant to your field, and seek out additional responsibilities.

Networking is crucial—don't just join professional organizations but actively participate in events and connect with peers and mentors. Additionally, build a reputation for reliability, professionalism, and a strong work ethic, which can enhance your negotiating power when discussing salary.

SKILLS AND DEVELOPMENT

What skills do you think are essential for a successful paralegal, and how do you continue to develop them?

I think about skills that aren't necessarily learned from a textbook and can't be acquired overnight. These are qualities you must develop throughout your entire career, such as analytical and logical thinking, attention to detail, organization, effective communication, time management, legal knowledge, technical proficiency, ethical judgment, and professionalism. Additionally, you must be open to criticism, willing to learn from mistakes, and ready to embrace new knowledge.

Have you taken any courses or certifications that you found particularly valuable for your career?

Beyond taking courses and obtaining certifications in technology or your specific field, I believe that broadening your general knowledge is incredibly valuable. It might seem like a diversion, but I find that reading about topics outside of your usual areas of expertise can be immensely beneficial. For example, if you are unfamiliar with architecture, delving into design, planning, historic preservation, and technical drawings can provide useful insights for handling construction-related cases. Similarly, exploring philosophy or humanism can deepen your understanding of human thought and rationale, which can be useful in understanding why people make certain choices. This insatiable curiosity and the desire to continually learn can greatly enhance your career. It is about cultivating a lifelong commitment to expanding your knowledge and understanding.

TECHNOLOGY AND TOOLS

How has technology changed your role as a paralegal? What tools or software do you find indispensable?

I'm not that old (I keep telling myself), but when I first started, secretaries had typewriters on their desks, and attorneys dictated everything. Computers were relegated to a corner of the office, not something everyone carried in their hands. Today, technology influences every aspect of a law firm. Consider how document management systems, case management software, e-discovery tools, legal research platforms, contract management software, billing and accounting software, legal analytics tools, client portal software, practice management software, security and compliance tools, time tracking software, and legal workflow automation have transformed the field. And now, with the advent of legal artificial intelligence tools, technology continues to reshape the role of a paralegal, for better or worse. Technology evolves rapidly, and staying current is essential. It is your responsibility to remain competent and current about the latest advancements in your field.

Can you recommend any specific apps or software that make your job easier and more efficient?

No, it's not for me to say. However, I can advise you to spend time exploring new technology. Many companies offer free trials of their software or even provide certifications and training opportunities. Take advantage of these offers. Additionally, review job postings in your field to see what employers are seeking and familiarize yourself with the software they use.

WORK-LIFE BALANCE

How do you balance the demands of your job with your personal life? Do you have any tips for maintaining a healthy work-life balance?

I often get asked this question, and it is challenging because everyone's situation is different. You need to find what works best for you and adjust as needed. First, set clear boundaries between work and personal time. This can be tough with remote work, but it is essential to create a separation between your work environment and personal space. Second, make sure to take regular breaks and schedule time for activities you enjoy. Unplug from work and focus

continued on page 17

on hobbies, relationships, and personal activities to recharge. Third, it is okay to say no. Be realistic about what you can handle and don't hesitate to turn down additional tasks if they threaten to overwhelm you. Fourth, build a support network of friends, mentors, and family who can offer guidance and support. Fifth, be flexible and willing to adjust your approach as needed. Finding and maintaining a healthy work-life balance is an ongoing process that requires reflection and adaptation.

What activities or hobbies do you engage in outside of work to unwind and de-stress?

I'm a bit of a nerd when it comes to unique attractions. I enjoy visiting neon museums, with notable ones in Glendale and Las Vegas. I'm fascinated by the artistry of neon signs and their historical significance in advertising—it was a different era. I am also interested in the Tustin Hangars, a massive wooden structure built by the Navy to house airships. Another favorite is The National Atomic Testing Museum, which explores the relatively recent history of nuclear testing in the Mojave Desert.

ADVICE FOR NEW PARALEGALS

What advice would you give to someone just starting out as a paralegal? Is there something you wish you had known when you began your career?

Care about your work—seriously. We are here to handle the essential tasks and find solutions. Turning in subpar work only creates more problems for everyone else. Strive to deliver quality results to make the process smoother for the entire team.

What are the common mistakes you see new paralegals make, and how can they avoid them?

The top mistakes I see new paralegals make that drive me nuts include typographical errors, missing information in documents, unpreparedness for deadlines, poor communication skills, overlooking small details, disorganization, and being unaware of changes in court procedures. Avoiding these issues is straightforward: take a deep breath, slow down, and recognize when you need to ask for help.

MEMORABLE MOMENTS

Can you share a memorable story from your career that highlights the unique aspects of being a Paralegal?

I remember late on a Friday evening, receiving a panicked call from an escrow officer who was desperately trying to clear a lien on the title so that their deal could close. A lien we had recorded about eight years earlier was blocking the sale of the home. I was able to receive the payment, prepare, and notarize the release, ensuring that their deal closed on time. Our client was also happy.

What's the funniest or most unusual thing that has happened to you at work?

I remember sitting outside the partner's office when I was a young paralegal. Suddenly, I heard him yell through the wall, "Travis, you in London?" Bewildered, I walked into his office, thinking he had lost his mind. It turned out my personal email had been hacked, and the scammer had sent an email to the partner claiming that I was in London and asking him to pay a fine for my supposed arrest.

FUTURE OF THE PROFESSION

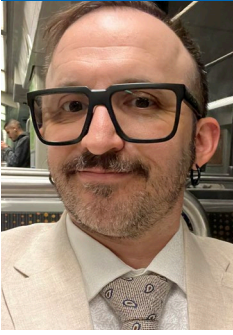
How do you see the role of paralegals evolving in the next five to ten years?

With Oregon creating a licensing procedure for paralegals, it will be interesting to see if California's legislature and State Bar can follow suit. Given the lack of available legal resources in areas such as family law, landlord/tenant issues, and immigration law, it makes sense to allow experienced and competent paralegals to serve in these areas.

What changes would you like to see in the legal profession that could benefit paralegals?

California led the way in 2000 by implementing regulations requiring education and continuing education for paralegals. It's time to revisit the statute, strengthen the requirements for using the title "paralegal," and enforce these standards to ensure that only those who meet specific qualifications can use the title.

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Password To Success: LAPANALA-COCCP100%

by Kevin Cazares

The password to unlocking effective study strategies for the NALA CP exam is “LAPANALACOCCP100%.”

Let me explain.

If you're like me, you want an edge in the competition for your dream paralegal job. One of the best ways to gain an edge is to become a certified paralegal (CP). The National Association of Legal Assistants (NALA) grants the CP credential to anyone able to pass the NALA CP exam. The NALA CP exam is in two parts: a multiple-choice test of your legal knowledge, and a second part, testing your legal writing skills. The tests are notoriously rigorous as demonstrated by their very low passing rate. Only 54% of candidates passed the knowledge exam in 2023 (only 57% passed the writing skills exam for the same year.) My personal experience has shown me the best way to prepare for any exam is to study efficiently and effectively. The best way to prepare for the CP exam is to enroll in the College of the Canyons preparatory courses for the NALA CP exam.

I discovered the College of the Canyons (COC) prep courses for the NALA CP exam when I attended my first LAPA conference. From the LAPA conference, I learned COC offers two courses, one for the CP knowledge exam and one for the writing skills exam. Both courses are 100% free and 100% virtual. The courses are approximately eight weeks long and easily fit into a busy schedule, meeting via Zoom, twice a week, in the evenings. Class materials and announcements are viewable thru Canvas, a well-known and easy to use web-based learning platform. My COC instructors were knowledgeable and super-supportive. The COC knowledge prep course really provides an excellent framework for studying and organizing the ten topics covered on the knowledge exam. The COC NALA CP skills prep course is incredibly helpful by focusing on legal writing and critical thinking. The courses are pass/fail and you can take them as many times as you want in order to achieve the CP dream. So from LAPA I learned about the NALA CP and the COC CP prep courses. In other words: LAPANALACOCCP100%.

Kevin Cazares graduated with a Certificate in Paralegal Studies from the UCLA Extensions Paralegal Training Program, class of 2024. Kevin is a member of LAPA, NALA, and recently completed volunteer training for CASA Los Angeles. Kevin is working on his first certificate in E-Discovery from the NST and is eager to begin his professional career in the legal field. He is currently seeking his first job as a paralegal. [📄](#)

PARALEGAL PERSPECTIVES: A GLANCE INTO THEIR LIVES - cont. from page 17

PERSONAL REFLECTIONS

If you could go back in time, is there anything you would do differently in your career?

I would not go back; all the tears, blood, sweat, bumps, and bruises are the reasons for my success. You must accept your past struggles, value your hard work, continue to grow through adversity, and always give back to those in need.

What motivates you to keep going on tough days? Do you have a personal mantra or source of inspiration?

You should focus on small, incremental improvements rather than getting discouraged by the need to be perfect. Concentrate on steady progress over time, realizing that learning is an ongoing process. It is

important to set achievable goals, whether that means learning one new thing about a different topic or earning a certification. This approach helps maintain motivation. Finally, be kind to yourself—know your limitations, be patient, and avoid burnout by treating yourself every now and then..

Travis Chow is currently the Paralegal Coordinator at Collins + Collins LLP. Prior to this role, he freelanced at several private practice firms in Southern California. He holds certifications as a Social Media Intelligence Expert and Cyber Intelligence Professional, and he is also a licensed California Realtor and Notary Public. With the support of the Walter T. Shatford and San Gabriel Valley Bar Association Legal Scholarship, he earned a Paralegal Certificate from Pasadena City College, along with an associate degree in Social Behavioral Science, Humanities, and Paralegal Studies. Additionally, he obtained a Paralegal Certificate and a bachelor's degree in Legal Studies from the University of La Verne. [📄](#)

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- > HIRE QUALIFIED TALENT

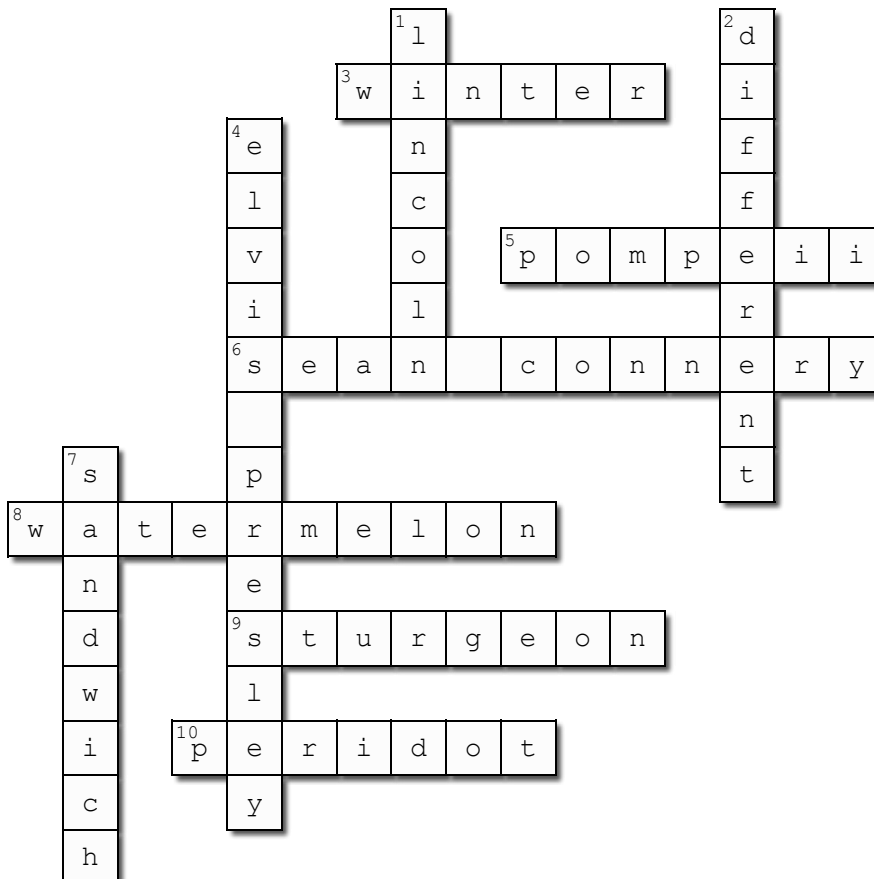


www.lapa.org



ASSOCIATION
CAREER NETWORK

LAPA'S CROSSWORD PUZZLE - cont. from page 10



ANSWER KEY

ACROSS

- 3. Winter
- 5. Pompeii
- 6. Sean Connery
- 8. Watermelon
- 9. Sturgeon
- 10. Peridot

DOWN

- 1. Lincoln
- 2. Different
- 4. Elvis Presley
- 7. Sandwich

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NALA THE PARALEGAL ASSOCIATION CERTIFICATION NEWS



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[Credly](#) provides a plethora of information about the paralegal field and its opportunities. At the bottom of your badge profile, click "Insights" to see available jobs, salaries, job locations, and much more!

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If, after many years of service to the paralegal community, you are nearing retirement, please remember to submit the [CP® Retired Form](#) to NALA so you do not lose your hard-earned credential. Your certification status will be updated to "CP® Retired," and you will no longer be required to earn CLE. If you have any questions, please contact us at cle@nala.org.

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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, Section 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.

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Introduction to Paralegal Studies



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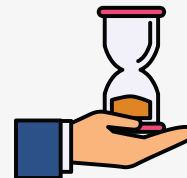


<https://buscis.fullcoll.edu/>

Child Welfare in Los Angeles County



As of January 2021, there are 38,243 children/youth in the Los Angeles Child Welfare System.



Most children are in the child welfare system for about 2+ years.

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.



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

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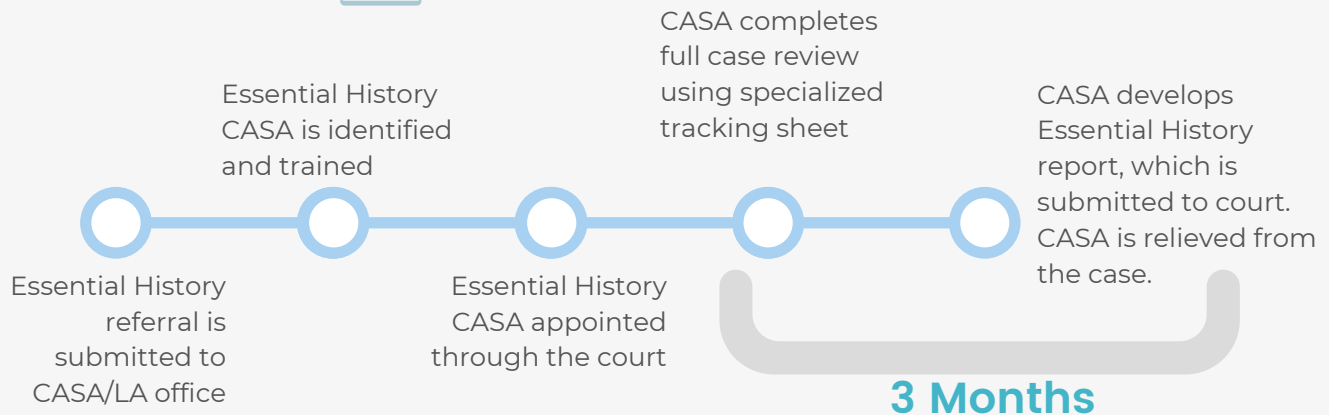
Essential History Program



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Process & Timeline



The Report

Objective & Neutral Language

Information is retrieved from case documents with no additional bias/interpretation.

Strengths-Based

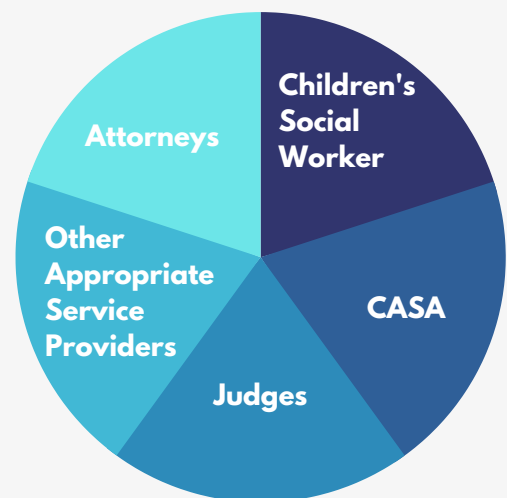
Focus is kept on not creating a negative perception of the youth

Report Content

Report Covers Risk & Protective Factors in the areas of:

- Permanency
- Physical Health
- Mental Health
- Education
- Family & Social Supports

Who Can Access the Report?



Questions?

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



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.

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Members - Free
Non-members - \$10

***You are cordially invited to join LAPA on October 19,
2024 for its annual October Conference!***



"Dream it, forge your own path to it. Greatness has never taken more than two steps."

We have some informative educational sessions planned for you this year; stay tuned for additional information as plans unfold into a phenomenal 2024 October Conference.

Need ethics CLE, we've got you covered.

Wants to learn something new, we've got you covered.

Want to enhance you knowledge in your practice area, we've got you covered.

Want to network, this is the scene for you.

**Registration is NOW open! Take advantage of early bird pricing and secure your seat before the October Conference is sold out.
We hope to see you there!**



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.

VOTING

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ASSOCIATION
CAREER NETWORK

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Save 15 – 50 percent* on many dental services — from cleanings to root canals, crowns and braces.

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Find out more.

Visit www.lapa.org and go to the Member Benefits page.

*Actual costs and savings may vary by provider and geographic location.

The Vital Savings by Aetna® program (the "Program") is not insurance. The Program provides members with access to discounted fees pursuant to schedules negotiated by Aetna Life Insurance Company for the Vital Savings by Aetna discount program. The Program does not make payments directly to the providers participating in the Program. Each member is obligated to pay for all services or products but will receive a discount from the providers who have contracted with the Discount Medical Plan Organization to participate in the Program. Aetna Life Insurance Company, 151 Farmington Avenue, Hartford, CT 06156, is the Discount Medical Plan Organization.

Discount program information is subject to change.

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