



NEWSLETTER

Looking forward into
2025

As we reflect back at 2024 and looking forward to 2025 here are some goals and changes some will make - maybe you will as well:

Living in the present, not dwelling on the past (regrets, griefs nor grievances) and having confidence that God is faithful and sovereign. - **Mary Shiloh**

My personal goals for 2025 is to practice self-care. I need to make more time to take care of me! - **Sam**

For 2025 is to complete all my CLEs for reporting purposes to NALA, TBC and take the TBLS exam. Praying for wisdom in 2025 to study hard. - **Sandra Gomez**

As we step into 2025, I'm setting intentions to enhance both my professional expertise and personal well-being. Committed to prioritizing my health and to lose at least 15 pounds by maintaining a balanced lifestyle. **Jennifer Armendariz**

Be more mindful of others and spend more time with the people I love - **Anonymous**

For 2025, I just want to be the best I can be and not to worry what others think of me because they are not me. - **Roberta Taherivand**

Birthdays

Important Dates



HAPPY BIRTHDAY TO:

Angie Laird

Patricia Lampton

Georgia Reyes-Lemus

Jennifer Moderi

Michelle Taylor



HPA's Virtual CP Exam Review Course starts February 4th at 6:00pm.

Special Event for Members Only, February 6th via zoom at noon, Exploring Medicare Options

HPA's Power Happy Hour sponsor by Proof, location TBA on February 6th.

Wanna Volunteer - 2025 HBA 8K Run on February 15th at 6am at SamHouston Park, 1000 Bagby.

February Free CLE on - Discovery & Admissibility Issues with speaker: William G. Hagans on February 19th at noon via zoom.

Save the date - HPA's 2025 Annual CLE Conference on May 30, 2025 in Galveston, TX at Moody Gardens

Please go to <https://www.hpatx.org/> for more information on these events and more

HELPFUL LINKS AND INFO

<https://nala.org/>

<https://www.uscourts.gov/glossary>

<https://www.oyez.org/cases/2024>

<https://www.paralegalgateway.com/>

<https://paralegal-bootcamp.com/self-care-for-paralegals/>

DID YOU KNOW . . .

Client Communication is the key for a thriving law firm, without clients, no business. Here are some great tips:

- Listen to the clients and make sure take notes, Repeat the important information to make sure you have the correct information, and do not speak in legalese. Make the clients feel comfortable.
- Return phone calls promptly. Understandably, we are all busy but at try the next day and set a time to give an update.
- Keep the details of your client's case confidential. You never know who knows who.
- Never give legal advice and make it clear that you are not an attorney.
- Never make any promises to the client that you can not keep, they will remember.

REFERENCE-

<https://www.onelegal.com/blog/10-tips-to-improve-client-communication/>

WORD KNOWLEDGE

The ability to use words accurately is a wonderful skill for paralegals. Test your knowledge to enhance your word usage skills:

1. **Quash** is defined as:

a. continue b. change c. annul or make void

2. **Mens Rea** is defined as:

a. male b. cancel hearing c. criminal intent

3. **Chambers** is defined as:

a. jury b. exhibit c. Judge's office

4. **Formulate** is defined as:

a. perfume b. to create c. listen

5. **Nefarious** is defined as:

a. wicked, evil b. small c. nerd like

Answer key:

1. c 2. c 3. c 4. b. 5. a

*Thank you from the
President*

I am so honored to be the President of HPA and want to thank everyone in making HPA a success. I want to wish everyone a great year in 2025 - be your best, I challenge you to do things that are outside your box. Remember you are not failures but triers.

Paralegals just want to have FUN and Thank You All who attend our January Social sponsored by IMS_Juris Medicus



**Houston Paralegal Association loves our Sustaining Members.
and Thank You for being with us in 2024**

IMS Legal | Juris Medicus

Lexitas Legal

Magna Legal Services

Steno

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Proof

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U.S. Legal Support

Esquire Deposition Solutions

Easy-serve

CountyRecords.com

LR Car Service

Legal Tech, LLC

Naegeli Deposition & Trial

Trial Tech Support

DVA Diminished Value Associates

R.L. Barclay

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LEGAL STRATEGIES



Houston Paralegal Association loves its' ELITE Sponsors of May
Galveston CLE Please check out . .



HOUSTON PARALEGAL ASSOCIATION

*An Affiliate of NALA - The Paralegal Association
Celebrating 25 Years / 1999 - 2024*

2025 CLE Conference



Friday, May 30, 2025

**Moody Gardens Conference Center
Galveston, Texas**

NALA and TBLS pending.