



NEWSLETTER

An Interview with Phillip Webb, Jr., TBLS-BCP

I am not just a paralegal !

Not only are you a paralegal, HPA board member but - - - - -.

First and foremost, I am a husband and father. Nothing is more important than family. Apart from that, I am a working musician, singer, actor, political campaign consultant, Shriner Clown, and a mobile DJ. I am also in the middle of writing a sci-fi/fantasy novel which will hopefully be completed by the end of the summer.

I enjoy volunteering. I believe it helps me grow as a person and connect with others. I volunteer with my local Shriner organization, Arabia Shriners, and with Shriners Hospitals for Children as a Shrine Clown. I also spend time volunteering for the American Cancer Society Relay for Life where I provide sound and entertainment for events in Brazoria County, Fort Bend County, Montgomery County and Katy, Texas. I am an ordained minister and enjoy performing weddings. Along with my family, I attend Sagemont Church and volunteer with the online and connection ministries. My wife and I learned American Sign Language and have worked with the deaf ministry for a number of years. We sponsor a deaf child in West Africa.

As a Senior paralegal for many years, how do you balance your docket?

My calendar is the most important resource I have to stay on track and on task. I calendar everything and also calendar reminders. I also have a handy chronological list of what cases are going to trial so that things can be prepared or worked on at their level of importance. I also meet with the legal assistants and associates on a regular basis so that the trial team is all on the same page. At this stage in my career, I already know what to do next. Therefore, I have a certain amount of autonomy when it comes to work tasks. When there are a lot of tasks that need to be completed at a certain time, I employ a task list in Outlook to keep me on track.

How did you start in the Paralegal field?

I graduated from Pearland High School in 1988, after which I enlisted in the U.S. Navy only to have that plan squashed for medical reasons. I then decided to pursue an acting career in California, but my mother suggested that I have a Plan B in place and have something to fall back on. So, in 1989, after I saw a commercial on TV, I went and got a Paralegal Certificate. Needless to say, I never went to California and fell back on my Plan B. It has been a rewarding career for the past 35 years.

What advice do you give to new paralegals?

Become an expert in whatever case you are involved in. Do independent study. If you work in personal injury or product liability cases, study and learn how your product is manufactured; study medical terminology, medical technology, and the mechanism of injuries. Learn about accident reconstruction and about surveying an accident scene and being a valuable and indispensable asset to your trial team. Another word of advice: write everything down! Whenever your attorney or supervisor is giving you tasks or instructions, always have a legal pad at the ready and take good notes, don't be afraid to ask questions or to clarify.

Phillip obtained his TBLS-BCP after I had interviewed him so I want to Congratulate Phillip on his achievement.

Birthdays

Important Dates



HAPPY BIRTHDAY TO:
Vanessa Bryant
Jennifer Holloway
Mary Shiloh

HPA's March CLE - March 20, 2025
Topic: The DOJ and Environmental Justice in the Oil-Patch
Speaker: Molly Pela of Olivia Gibbs PC

HPA's March Power Happy Hour sponsor by Array on 3/6/2025, location TBD.

HPA's CLE Conference Game Night Social Moody Gardens on May 29, 2025 in Galveston, TX

Register NOW for 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

HELPFUL LINKS AND INFO

<https://nala.org/>

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

https://www.americanbar.org/group/s/paralegals/profession-information/career_information/

<https://www.youtube.com/watch?v=HSbUHq3cV-w>



DID YOU KNOW . . .

Here are some Ethical Consideration Reminders or Paralegals -

Confidentiality - Protecting client's information is essential. Do not disclose any information about clients, cases or other legal matters within your firm without proper authorization.

Conflicts of Interest:

Paralegals should be vigilant about identifying and addressing potential conflicts of interest. This means working with friends, family, or someone that would even cloud the paralegal's objective judgment. If they become aware of a conflict, they should inform their supervising attorney immediately.

Remember that Paralegals can not give legal advice since we are not licensed attorneys.

REFERENCE - <https://an.edu/7-ethical-considerations-for-paralegals/#:~:text=Eve%20though%20paralegals%20do%20a,they%20are%20not%20licensed%20attorneys.>

WORD KNOWLEDGE

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

1. **Sommelier is defined as:**

a. an accountant b. wine waiter c. teacher

2. **Mansard is defined as:**

a. a difficult task b. a roof c. a book

3. **Stentorian is defined as:**

a. greed b. very loud c. prone to sneeze

4. **Gauche is defined as:**

a. clumsy b. flashy c. greedy

5. **Minion is defined as;**

a. a small cake b. a servant c. to reduce

Key:

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

*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. Hope everyone is having a great 2025 so far and see what great things this year may bring.

Paralegals just want to have FUN and Thank you All for attending Social at Postino on Montrose and volunteering for HBA's Fun Run



Houston Paralegal Association loves its' Sustaining Members.

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LEGAL STRATEGIES



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HOUSTON PARALEGAL ASSOCIATION

*An Affiliate of NALA - The Paralegal Association
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2025 CLE Conference



Friday, May 30, 2025

**Moody Gardens Conference Center
Galveston, Texas**

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