



THE PARALEGAL RESOURCE

The Official Publication of the Cincinnati Paralegal Association

Be Part of Our First
Networking Event
Co-Hosted by the American
Alliance of Paralegals & CPA

What is this Event?

The Cincinnati Paralegal Association is excited to announce its first in-person networking event co-hosted by the American Alliance of Paralegals, Inc., a national paralegal association! This special evening is designed to bring together paralegals and paralegal students from across the Greater Cincinnati area to connect, collaborate, and celebrate the profession.

Whether you're a member of either association or not, this event is free and open to all paralegals and students. Come enjoy drinks, hors d'oeuvres, and the chance to meet others who share your passion for the paralegal profession. We are honored to welcome Christian Gonzalez, Chief Legal Officer of Fifth Third Bank, National Association, and former Partner at Dinsmore & Shohl, LLP, who will share insights from his distinguished legal career and offer inspiration to paralegals at every stage of their professional journey.

While the event is free, registration is required. Please register online [HERE](http://www.cincinnati-paralegals.org) or at www.cincinnati-paralegals.org.

A valid driver's license or state issued ID is required by Dinsmore & Shohl to enter.



This special evening is designed to bring together paralegals from across Greater Cincinnati

Event Details

- Who: ALL Paralegals in the Greater Cincinnati Area – Membership in the American Alliance of Paralegals and/or Cincinnati Paralegal Association is not required. Paralegal Students are also invited.
- What: Networking Event to Celebrate the Greater Cincinnati Paralegal Community
- When: **Tuesday, October 7, 2025**
 - Doors open at 5:30 p.m.
 - Speakers begins at 6:00 p.m.
- Where: Dinsmore & Shohl LLP, 255 E. Fifth Street, 19th Floor, Cincinnati, OH 45202

This event is sponsored in part by Boerger Investigative Services. Stick around for a multiple basket raffle at the end of the evening. Baskets have been donated by The Ohio Reporting Company, The AAPA and the CPA. Grab your paralegal colleagues and join us for an evening of connection, conversation, and community. We look forward to seeing you there!

Upcoming Meetings & Events

October General Membership Meeting: Nursing Home Medicaid Planning: How to Help Your Parents

October 15, 2025, 12 noon via ZOOM

Many of us have aging parents or are already experiencing the difficult decisions that have to be made during their golden years. Attorney David D. Kammer of Niehaus Law Office on Cincinnati's West Side, will discuss rules for eligibility, goals of Medicaid planning, planning strategies, and why it's important for Medicaid applicants and spouses to be represented by an attorney. Mr. Kammer's practice areas include elder law, Medicaid planning, estate planning, and estate administration.

This meeting is pending credit for 1.0 hours of continuing legal education from the Ohio State Bar Association.

Any member may attend for free.
[Register Here](#) to receive the Zoom link.



November General Membership Meeting: The Ethics of Conflicts of Interest



November 19, 2025, 12 noon via ZOOM

Ellen Lockwood, ACP, RP, will cover some of the most common conflicts of interest in the paralegal profession and how to avoid them, ethical walls, and conflicts that pertain to notaries.

Ellen received her B.A. in Music from Southwestern University and her paralegal certificate from Southwestern Professional Institute. She is a past president of the Paralegal Division of the State Bar of Texas and Chair of the Professional Ethics Committee. Ellen is the lead author of the Division's *Paralegal Ethics Handbook* published by Thomson Reuters. She is a past president of the Alamo Area Paralegal Association and a frequent speaker and writer on paralegal ethics. In 2008, Ellen received the San Antonio Paralegal of the Year award and the Paralegal Division's Award of Excellence. She has over 30 years of paralegal experience, including 17 years in-house. Ellen currently works as a trademark paralegal with Schwegman, Lundberg & Woessner.

This meeting is pending credit for 1.0 CLE hour of Professional Conduct from the Ohio State Bar Association.

Any member may attend for free.
[Register Here](#) to receive the Zoom link.

Upcoming Meetings & Events

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**PR - Social Media Committee**

12:00 PM

More Info **Board Meeting**

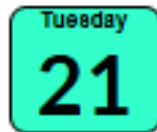
5:00 PM

**Network Event with the American Alliance & the CPA!**

5:30 PM

**General Membership Meeting - Nursing Home
Medicaid Planning: How to Help Your Parents**

12:00 PM

More Info **Foodie Club: Wunderbar!**

5:15 PM

More Info **Board Meeting**

5:00 PM

**General Membership Meeting: Ethics of the
Conflict of Interest**

12:00 PM

More Info **Book Club: The Once and Future Witches**

6:00 PM

More Info 

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Register for events at www.cincinnatiaparalegals.org.

Volunteer Opportunities

PRO BONO CORNER OPPORTUNITIES FOR PARALEGALS



Spotlight Organization:

Seeds of Literacy

- BE A VIRTUAL TUTOR
- Their greatest need is for tutors
- They will train you!!

66%
of Cleveland adults
have low literacy
levels, functioning
but not thriving

This is a chance for paralegals to use their communication and detail oriented skills in a way that directly changes lives

Volunteer Info >

OPPORTUNITIES FOR PARALEGALS



International Center of Greater Cincinnati

Assist immigrants and refugees through legal aid clinics, translation, and support services.

Volunteer Info >



ProKids Cincinnati

Support children in foster care through CASA volunteer advocacy roles.

****They will train you****

Volunteer Info >



Wills for First Responders

Provide free estate-planning assistance to first responders and their families.

Volunteer Info >



CAIN Cincinnati

Assist in the Computer Lab!!

They are looking for volunteers to open the lab during their Market hours and on Tuesday and Thursday as well.

Volunteer Info >

Volunteer Opportunities

PRO BONO CORNER

ADDITIONAL OPPORTUNITIES FOR PARALEGALS



4C for Children

Bring your expertise, energy and passion to 4C for Children and make a difference for the kids in our community.

[Volunteer Info >](#)



City Gospel Mission

They need Employment Network - Jobs Coaches

The Coach offers support, guidance, and accountability.

[Volunteer Info >](#)



The Ohio Jail Coalition

The Ohio Jail Coalition is a group of Ohioans from across the state dedicated to ending the harm of Ohio's carceral system.

[Volunteer Info >](#)



Equitas Health – One of the nation's largest LGBTQ+ and HIV/AIDS-serving organizations)

Have you ever wondered, "who designs these forms?" or thought, "I could have explained this much more easily." If so, you would make a great Health Literacy Partner!

[Volunteer Info >](#)

For questions, comments and suggestions, contact Pro Bono Coordinator Kristen Adams at probono@cincinnatiaparalegals.org

Social Clubs

CPA Wellness Club – Breast Cancer Awareness Walk Challenge

October is Breast Cancer Awareness Month, and the Cincinnati Paralegal Association's Wellness Club is inviting YOU to join us for our Breast Cancer Awareness Walk Challenge!



Here's how it works:

Walk Weekly: walk during the month of October using our weekly prompts.

Share Your Journey:

Post your pictures on Facebook or LinkedIn and tag @CincinnatiParalegalAssociation so we can cheer you on.

Walk where you are: walk where you are, when you're able, and where you can.

Each week, we'll post a new prompt on our social media pages to inspire your walk and keep the conversation going. Let's raise awareness, stay active, and honor those impacted by breast cancer together.

Let's step into action this October one walk, one post, and one conversation at a time.

October Walking Challenge

Welcome to the October Walk where you are walking challenge to support Breast Cancer Awareness. Join us and try to complete our walking challenges every week during the month of October.

How it works:

- ✓ Walk during the month of October using our weekly prompts
- ✓ Share your photos and tag @cincinnati paralegal association
- ✓ Walk where you are, when you're able, and where you can

Walk where you are

Social Clubs

CPA Book Club Is Now Digital – Join Us for Our Next Read!

The Cincinnati Paralegal Association is excited to announce a brand-new format for our Book Club, we're going digital on the Fable app! This new format gives members the flexibility to read on their own schedule and still stay connected through thoughtful discussion.

Our next selection is **The Once and Future Witches by Alex E. Harrow**. A spellbinding story perfect for fall! We'll be reading together from **October 1 through November 20th**.

Here's how it works:

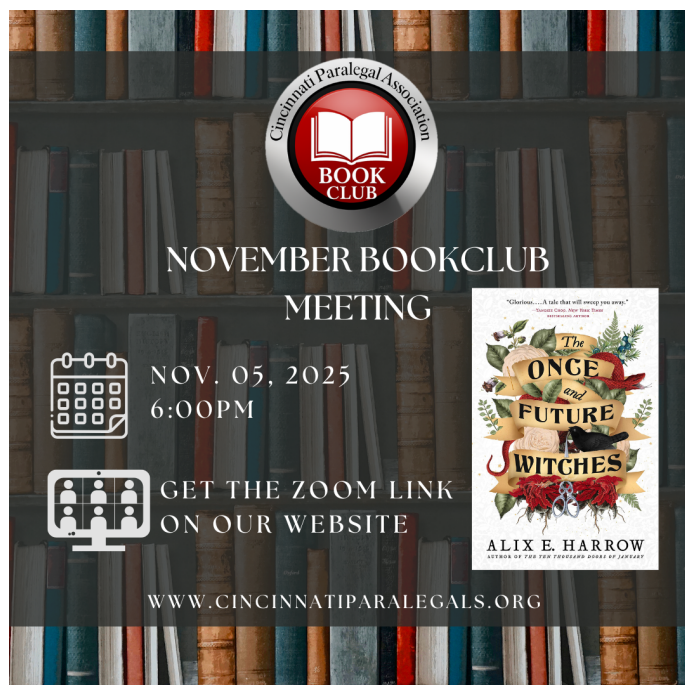
- Join us on Fable – Participate in spoiler-free, chapter-by-chapter discussion as you read.
- Get the book your way – Library, bookstore, Kindle...whatever works for you.
- Meet virtually – Register on our website to get the Zoom link for our live discussion at the end of the reading period.

This is a fantastic way to stay engaged with the CPA community and share your love of reading, no matter how busy your schedule may be.

Ready to join?

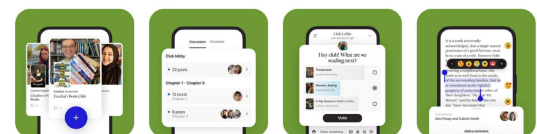
- Download the Fable app and join our private book club (link provided on our website).
- Register on cincinnati.paralegals.org for the Zoom discussion link.

Let's read, connect, and discuss together — we can't wait to see what you think of this magical read!



A poster for the November Bookclub Meeting. At the top is the Cincinnati Paralegal Association Book Club logo. Below it, the text reads "NOVEMBER BOOKCLUB MEETING". To the left is a calendar icon showing "NOV. 05, 2025 6:00PM". Below that is a Zoom icon with the text "GET THE ZOOM LINK ON OUR WEBSITE". At the bottom is the website "WWW.CINCINNATIPARALEGALS.ORG". On the right is the book cover for "The Once and Future Witches" by Alex E. Harrow, with the tagline "A tale that will sweep you away."

The CPA Book club has gone digital! Download Fable and join our book club



Frequently Asked Questions

- Are Fable book clubs free to join?**
The vast majority of our 2,000+ clubs are completely free to join. The only exceptions are clubs with a "Premium" or "Career Development" badge, which do require a fee—you can find out more on each club's detail page. You can also choose to purchase your club's ebook to access interactive social reading features in the app's ebook reader, but buying the ebook isn't required to participate in the club.
- How do I join a book club?**
Download the app to browse over 2,000 free book clubs. When you find one you like, just click "Join" and you're in!
- Can I start a private book club with my friends?**
Absolutely! Download the app and click the blue "+" button to start your own private club. From there you'll be able to invite friends, select a book, and organize your reading milestones and chapter discussion rooms. When you finish your first book, try using the poll feature to decide on what to read next.
- Do I have to buy the ebook to participate in the book club?**
No, you don't have to buy the ebook to participate, but we do recommend it to get the most out of your club. There are several premium social reading features that are only available when you buy the ebook, like annotations, reactions, comment threads, resources, discussion prompts, and more, all embedded right in the text. It's a unique and immersive way to read.

Social Clubs



Join The Foodie Club for Dinner!

In Cincinnati, Autumn is synonymous with Oktoberfest, bratwurst, schnitzel and giant pretzels. That's why this month, the Foodie Club is going to Wunderbar, an authentic neighborhood German restaurant and bar.

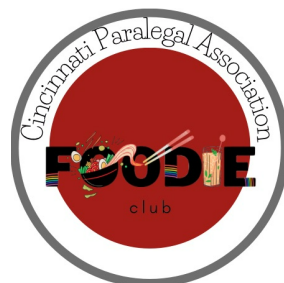
Please join this fun group of paralegals, co-workers, friends, and family on:

Tuesday, October 21 at 5:15 pm

1132 Lee Street, Covington, KY 41011.



RSVP Here!



NEW PROFESSIONAL DEVELOPMENT OPPORTUNITY



**Sidebar
SESSIONS**



CPA's virtual Legal Practice
Specific Roundtables.

Discuss Changes in Local
County Court, Changes in
Local Rule, and Stresses and
Pressure in the field with
fellow paralegals within the
same practice area.

**CHECK THE WEBSITE
FOR DETAILS**

CINCINNATIPARALEGALS.ORG

Sidebar Sessions are an informal, practice-area-specific roundtable created by paralegals, for paralegals.

Our Professional Development Committee is providing a dedicated space to share insights, ask questions, and learn from each other. We'll cover recent updates to local county court rules and procedures, discuss changes within local courts, and provided an opportunity to talk candidly about the day-to-day stresses and pressures unique to practice-area-specific law practices.

Whether you're new to the field or have years of experience, Sidebar Sessions are designed to be collaborative, supportive, and informative - a way to stay current and connected with your peers. Let's pull up a chair and talk shop - your experience matters, your input is welcome, and your questions are encouraged.

CPA Job Board

Positions Available

Today's job market is Hot! More job opportunities are available for fewer candidates, and the paralegal profession is no exception. The CPA Jobs Board is a great place to look for a new position. Check out these exciting opportunities in the Members Only section of the website at cincinnati.paralegals.org. New jobs are posted every month!

These Positions Are Now Posted on the Job Board. Click the Job Board Button on our Website for Details and to Apply.

Job Opportunities

Paralegal - Newport, KY law firm

Litigation Paralegal - Cincinnati, OH Law Firm

Housing Paralegal - Cincinnati, Ohio

Grammar Tip of the Month

When you're talking about people, remember: **people** are **WHOs**, not **THATs**!

✓ Say: "People **who** are members of the CPA..."

✗ Not: "People **that** are members of the CPA..."

After all, we're humans—not objects! Give people the "who" they deserve.

Member News



October 20 - Sterling Haynes

October 21 - Jose Pedro Santos

October 31 - Kathleen "Kathy" Richey



Fun Fact:

Jose Pedro and Kathy are both past CPA Presidents and have been loyal CPA members since 1992 and 2001, respectively.

Thank you Jose Pedro and Kathy
for your impressive and
continued support!

Around Cincinnati



American Alliance of Paralegals, Inc.



American Alliance of Paralegals & CPA
Networking Event
October 7th 5:30 p.m.

PLAY IN THE PARK
CINCINNATI **HOUSE**

Mythic
Sept. 20 – Oct. 19, 2025



October 1st through 31st



October 3rd through 30th
Closed on Mondays



October 8th through 12th



Saturday, October 18, 2025

Thank You to Our Sustaining Members

We ♥ our Sustaining Members! These entities support the CPA with their membership, donations, and many other contributions:



[Boerger Investigative Services](http://www.boergerpi.com)



[Greentree Legal Process Servers](http://www.greentreelegal.com)



<https://ohioreporters.com>



<https://zimmerlawfirm.com/>

Thank You to Our Sustaining Members



[TP.One A Lexitas Company](https://www.tpone.com/)



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



<https://uslegalsupport.com>

Board of Directors

President - Cheryl Hufford

Western & Southern Financial Group

e-mail: president@cincinnatiapalegals.org**Public Relations & Social Media - Jacqueline Scheibenzuber**

Strauss Troy

e-mail: publicrelations@cincinnatiapalegals.org**Vice President & Director of Membership - Sara Hosler**

Debra Law

e-mail: membership@cincinnatiapalegals.org**Events - Jena Rohan**

Myriad Genetics, Inc.

e-mail: events@cincinnatiapalegals.org**Secretary - Leslie Adams**

Fifth Third Bank

e-mail: secretary@cincinnatiapalegals.org**Newsletter - Angela Baker-Colyer**

Western & Southern Financial Group

e-mail: newsletter@cincinnatiapalegals.com**Parliamentarian - Kelly Grace Hickey**

Strauss Troy

e-mail: parliamentarian@cincinnatiapalegals.org**Pro Bono & Volunteer Opportunities - Kristen Guckenberger Adams**

Taft, Stettinius & Hollister

e-mail: probono@cincinnatiapalegals.org here**Professional Development - Paul McKibben**

Spivak & Sakellariou

e-mail: profdev@cincinnatiapalegals.org**Website Administrator- Lauren Burgher**

City of Cincinnati Law Dept.

e-mail: websiteadmin@cincinnatiapalegals.org**Continuing Legal Education - Emily Cowles**

Rendigs, Fry, Kiely & Dennis, LLP

e-mail: cle@cincinnatiapalegals.org**NALA Liaison - Cheryl Hufford**e-mail: nalalialison@cincinnatiapalegals.org**Acting Treasurer - Cheryl Hufford**

Editor's Comment

The Cincinnati Paralegal Association, an Ohio nonprofit corporation, is committed to the professional development of the individual paralegal and the paralegal profession, the establishment and support of professional standards, and the advancement of paralegals as an integral and distinctive partner in the delivery of legal services.

The opinions expressed in The Paralegal Resource are those of the writers and not necessarily those of the Cincinnati Paralegal Association. Information in The Paralegal Resource is based solely on material submitted in writing. The Cincinnati Paralegal Association assumes no responsibility for verification of the information submitted. Paid advertisements appearing in The Paralegal Resource are not an endorsement of products or services.



CINCINNATI PARALEGAL ASSOCIATION	
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