



TYLER AREA ASSOCIATION OF LEGAL PROFESSIONALS NOVEMBER, 2020 NEWSLETTER

President's Message

Leatha Kopech, PP, PLS

Dear TAALP Members:

The Fall colors are starting to show. Who else thinks the colors in the fall are simply breathtaking. Every year in November, Facebook is full of posts from friends and family talking about the things they are "thankful" for and 2020 seems to be the perfect year for us to truly reflect on "thankfulness." Amid all the chaos in our country right now with COVID and a presidential election, so many people forget about the good things in our lives. Let's all take a moment to reflect on our many blessings. With Thanksgiving almost here and Christmas (WOW, did I just say that word) right around the corner, there is not better time for reflection. Let's all remember that amid chaos there are always blessings to recall, make and give. So let's all reflect on our own blessings and be a blessing to others. Blessings can be in the simplest forms....smile at someone, maybe that's just the "pick me up" they need today, give to a charity, buy a toy for a child in need...so many things we as individuals can do to make this world, our world, our city, or family...BETTER!!!! With all that said, I want to take this opportunity to let each and every one of you know what a blessing you are to me. Allowing me to lead our great organization is truly a blessing and I want to thank you for believing in me and blessing me with this opportunity. I'd also like to especially let the Executive Board Members know that I am truly blessed because you serve and are so devoted to making TAALP better!!!

Our November meeting is **Thursday, November 12, 2019, at noon** at Texas Music City Grill, 5424 Old Jacksonville Hwy, Tyler, TX 75702. Our speaker is Daniel Seguin, Communications Director / Lead Trainer - TBG Solutions, and his topic is "CyberSecurity?" This one will be super interesting!!!! We will have a select menu to choose from, and cost is \$15.00 for lunch. We want to say **THANK YOU** to **Depositions Resources** for sponsoring our meeting this month.

You have always been so generous in contributing to both of our holiday (Thanksgiving and Christmas) community service projects, and I feel like this year is going to be no different! You all have such a giving heart. Candy emailed last week to let you know how to participate in this year's event. We will be donating to the East Texas Food Bank. If you plan to donate, please bring your check or cash to our meeting Thursday! If you cannot attend, email Candice Dillon at Candice.Dillon@lgbs.com or call her at 903-597-2897 to make arrangements to get your donation to her. Your generosity and charitable spirit are very much appreciated.

Everyone had so much fun last year doing our Christmas ornament exchange at our December meeting so back by popular demand, so we will do our Christmas story ornament exchange like we did last year. If you weren't there last year, then you will want to come check it out this year. Bring your wrapped or gift bagged ornament...price limit is \$10. We wanted the Christmas event to be special, so we will hold our Christmas meeting event this year at Potpourri House. Mark your calendar for **December 10th at noon** for this fun and festive event.

Our Sunshine Committee chair person this year is Candice Dillion. She will keep up with the tradition of sending birthday cards and get well cards when needed. So, if you know of a member who is sick, facing surgery, death of a family member, or any other crisis, please let us know. We care! Tina's email address is Candice.Dillon@lgbs.com.

THANK YOU members, vendors and sponsors who make our professional organization what it is. You are **AWESOME!**

Leatha Kopech

TAAPL can help get your name out to our members!

For more information, email:

brandit@brownbaumansmith.com

Transcript Ad Rates (Per Month):

Business Card - \$10.00

Quarter Page - \$20.00

Half Page - \$30.00

Full Page - \$50.00

NOTICES:

The price of lunch is \$15.00, which covers an hour of CLE and a full course meal (salad, entrée, drink and dessert). Feel free to bring your own lunch with you should you chose not to eat the catered meal.

When responding to your evite, please note whether you will attend and whether or not you will eat so an accurate count can be provided to the caterer. If an RSVP is made with a notation that a meal will be paid for and you do not attend the meeting, you will still be responsible for the cost of that meal. Those with extenuating circumstances will be taken under advisement.

Thank you, and we look forward to seeing you at the next meeting!

**TYLER AREA ASSOCIATION OF LEGAL PROFESSIONALS
MINUTES OF NOVEMBER 4, 2020 BOARD MEETING**

By: Laura Brownlow, Recording Secretary

The executive Board met at Texas Music City Grill on Wednesday, November 4, 2020 for the November monthly board meeting. The following board members were present: Leatha Kopech, President; Jo Ruth Hancock, President-Elect; Melissa Wallace, First Vice President; Tina Knighton, Second Vice President; Brandi Turchi, Corresponding Secretary; Laura Brownlow, Recording Secretary; Lisa Betts, Treasurer; and Helen Koch, Parliamentarian

Absent: Carrie King, Executive Advisor

Leatha Kopech called the meeting to order at 12:12pm.

LEATHA KOPECH, President:

Old Business:

- October meeting attendance 26

New Business:

- Beginning January 17, 2021, the HUB is not available after January 17, 2021. It may be permanently used by the Elections Office. Discussion of other potential meeting locations.
- November Community Service – Food Bank
- Christmas Luncheon – Potpourri House reserved. We will do the ornament exchange like we've done the last couple of years (\$10 limit).

JO RUTH HANCOCK, President-Elect:

- Caterer for November Meeting – Clear Springs

MELISSA WALLACE, 1st Vice President: - Absent

- 2020-21 Renewal Membership total to date 87 as of November 3, 2020
- 2 new members joined in October.
- Evite for November 12, 2020 membership meeting – send evite Friday November 6, 2020 with a couple of reminders; RSVP Tuesday, November 10 by noon. Location – HUB, Clear Springs catering.

TINA KNIGHTON, 2nd Vice President

November	<u>Daniel Seguin (Communications Director / Lead Trainer – TBG Solutions) Topic: Cybersecurity</u>
December	<u>No Speaker – Ornament Exchange</u>
January	<u>Neal Smith – TBD</u>
February	<u>Javan Johnson (ethics)</u>
March	<u>Kline Pillow – TBD</u>
April	<u>TBD (evening meeting)</u>
May	<u>Doug Ritcheson - TBD</u>

LAURA BROWNLOW, Recording Secretary:

- Board Meeting Minutes

Laura Brownlow moved that the Minutes of the October, 2020, board meeting be approved, as reported in the Transcript. The motion was seconded, and it carried.

BRANDI TURCHI, Corresponding Secretary:

- Publish the newsletter by Wednesday, November 11. **Deadline** to get your information to Brandi is **Friday, November 6th, 2020, by 5:00 pm.**
- November spotlight member: Jacqueline Avery
- December spotlight member: Legal Update from the North Pole

LISA BETTS, Treasurer:

- October 2020 Treasurer's Report

Lisa Betts moved that the Treasurer's Report for October, 2020, be filed for audit. The motion was seconded, and it carried.

CARRIE KING, Executive Advisor: ABSENT

HELEN KOCH, Parliamentarian:

Next Regular Meeting:

November 12, 2020 – Jalapeno Tree

Next Board Meeting:

December 2, 2020 – Texas Music City Grill

The meeting was adjourned at 12:30pm.

Laura Brownlow
Recording Secretary

Leatha Kopech, President

EMPLOYMENT – NOVEMBER 2020

*Contact: Lisa Betts
TAALP Job Bank Coordinator
903.534.0200 or lisa@sscfirm.com*

Position	Practice Areas/Job Description	Location
1. Legal Assistant	Full-time legal assistant needed for solo Practitioner with guardianship and probate experience	Tyler
2. Real Estate Closing Asst	<p>Real Estate Closing Assistant Full-time position with 401k, health insurance, and vacation. Required: Minimum of two years' experience working in one of the following areas: 1) real estate law; 2) title company; or 3) lending institution. Must qualify to be licensed as a Notary Public.</p> <p>Job description to include but not limited to the following:</p> <ol style="list-style-type: none">1) Back-up Settlement Agent for closings;2) Preparing HUD-1 Statements and Closing Disclosures;3) Preparing files for closing, including title curative;4) Ordering and tracking title orders for real estate closings;5) Ordering and handling payoffs, HOA letters, etc.; and6) Back-up legal document preparation;	Tyler
3. Legal Secretary/Assistant	We are looking for a skilled Legal Secretary/Assistant with a minimum of 1 year of experience in federal civil law. Experience should include multi-line phone management, calendaring case deadlines, electronic organization/filing. This individual shall possess the ability to work independently in a fast-paced environment, in addition to working well within a team. We require strong organizational and writing skills as well as the ability to manage a high volume of work. Must have the ability to work some nights and weekends. Benefits offered are 401k plan, and health insurance group plan. Salary depends on experience. Performance based bonuses. This position can be filled in Tyler or Marshall office. Telecommuting is an option.	Tyler/Marshall
4. Legal Assistant	<p>Full-time Legal Assistant needed. Must have 3+ years personal injury litigation, with experience ordering medical records, communicating with clients and drafting demands</p> <p>Salary: Negotiable depending on experience; Benefits include: health insurance after 6 month probationary period, paid vacation/holiday/sick time</p>	Tyler

NOTE: Job postings are for TAALP members. If you share with a friend/co-worker, please advise them that they have to be a member in order for the job bank to be shared or their resume forwarded.

TAALP would like to thank all of the following for your membership:

Avery, Jacqueline	Earls, Kristen	King, Carrie	Rex, Renda
Berrum, Melissa	East Texas Crisis Center	Kirby, Cindy	Scirto, Hannah
Betts, Lisa	Evans, Karen S.	Knighton, Tina	Sepmoree, Tina
Blair, Erin	Field, Joanna	Koch, Helen	Sherrill, Sharon
Boynton, Gaye	Freeman, Tabitha	Kopech, Leatha	Shirley, Racheal
Brooks, Bonnie	Godwin, Carol	Kramer, Jackie	Skeen, Barbara
Brotherton-Pyatt, Margaret	Goley, Carol	Langston, Denise	Slayter, Linda
Brownlow, Laura	Hall, Carrie	Lexitas	Sparks, Rhonda
Buchanan, Ann	Hancock, Jo Ruth	Liska, Rhonda	Starkey, Emily
Carter, Kimberly	Hankins, Melanie	Luker, Kayla	Taylor, Vickie
Clarkston, Paul	Hayati, Connie	Mapes, Sarah	Tekell, Amanda
Collins Investigations	Hemphill, Carla	Marshall, Tracy	Thedford, Kimberly
Connor, Sarah	Henry, Sally	Martin, Melissa	Thomas, Deborah
Coplan, Patricia	Hesse, Wendy	Martinez, Marieliza	Toon, Kristine
Crawford, Melani	Jackson, Laura	May, Tamara	Torres, Magali
Crim, Nancy	Jones, Christine	Mayfield, Tammye	Turchi, Brandi
Deck, Mary	Jones, Gabby	McLeod, Jacob	Vallery, Jo
Deposition Resources		McMillan, Jocelyn	Vickers, Hailey
Dillon, Candice		Mendell, Melissa	Wallace, Melissa
Discovery Records		Miller, Susan	Watson, Christy
		Pilcher, Laney	Wharen, Marcia
			White, April
			Wich, Jodi
			Wilgus, Melissa
			Williams, Brandi
			Williams, Cayce Della
			Wootton, Magen

Our purpose of TAALP is:

- ✚ To establish good fellowship among association members, national and state legal associations, and members of the legal community.
- ✚ To encourage a high order of ethical and professional attainment.
- ✚ To advance high standards of integrity and professionalism for legal professionals to the end that the public and the legal profession may be better served.
- ✚ To further education among members of the legal profession.
- ✚ To cooperate with state and local bar associations.
- ✚ To further the interests of legal support staff and professionals through this Association.
- ✚ To support and carry out the programs, purposes, aims and goals of the National Association of Legal Assistants, Inc.

The benefits you will have with TAALP are:

- ✚ CLE approved programs and seminars
- ✚ Discounts to TAALP seminars
- ✚ Access to job bank
- ✚ Subscription to monthly newsletter - The Transcript
- ✚ Great network to other legal professionals

NOVEMBER COMMUNITY SERVICE PROJECT



History

Since October 1988, the East Texas Food Bank, a 501(c)(3) nonprofit organization, has provided food to over 200 partner agencies and food programs, in an effort to feed children, the working poor and seniors throughout 26 counties in East Texas. A member of Feeding America, The East Texas Food Bank is one of four food banks that serves the Gulf Coast Region who are pre-staged with food products from Feeding America, to respond to disasters.

Our food sources include a variety of national, regional and local food manufacturers, brokers, wholesalers, and retailers donate food to the East Texas Food Bank. Donated food includes overproduced or discontinued items, frozen foods, dairy products, mislabeled goods, dented cans, day-old breads and pastries, and odd-sized produce. Local farmers and gardeners provide fresh produce. Individuals, businesses and community organizations support the East Texas Food Bank through various canned food drives throughout the year.

Facts

Our Mission of the East Texas Food Bank is to fight hunger and feed hope in East Texas.

Our vision is a hunger-free East Texas.

By The Numbers

- 24,650,000 – Meals provided to hungry East Texans in FY2020.
- 7th – Texas ranks fifth in child food insecurity rate, according to the Feeding America Map The Meal Gap study
- 1st – Texas ranks first in the number of children who are food insecure, according to the Feeding America Map The Meal Gap study
- 26 – Number of counties in East Texas we serve.
- 200 – Number of partners and feeding programs we provide food for.
- 214,200 – East Texans who are “food insecure”, according to the Feeding America Map The Meal Gap.
- 1 in 4 East Texans, including 1 in 3 children, are hungry today.
- 91,500 – Approximate households that are served by the East Texas Food Bank.
- 76,840 – Hungry children in our 26 county service area, according to the Feeding America Map The Meal Gap.

The East Texas Food Bank was founded in 1988 and is a 501(c)3 nonprofit organization with a mission to “fight hunger and feed hope in East Texas.” To meet the needs of the over 80,000 households served, the East Texas Food Bank partners with agencies throughout its 26 county service area to distribute food. The East Texas Food Bank also has eight programs: Backpack Program, Kids Cafe/Afterschool Snack, Summer Food Program, Senior Box Program, Mobile Pantry, Fresh Produce Program, Nutrition Education and Benefits Outreach designed to meet the targets of children, adults and seniors. The East Texas Food Bank distributed over 21.3 million meals in FY2019.

The East Texas Food Bank receives food from a variety of sources: area food drives, growers, packers, manufacturers, distributors, wholesalers, restaurants, grocery store chains and USDA. Despite getting a large amount of products donated, approximately 20 percent of our inventory must be purchased to maintain a variety of items for our partner agencies and the specific needs of our programs.

The primary method of distributing food is through our network of over 200 partner agencies and feeding programs that work in cooperation with the East Texas Food Bank. Food is either picked up at our distribution center by the partner agency, or it is delivered by 18 wheelers to agencies on our delivery routes. From there, agencies distribute the food to clients. Food is also directly distributed through our hunger programs targeted towards children, adults or seniors.

The East Texas Food Bank does not sell any donated food or grocery products to our member agencies and programs. Partner agencies agree to share in the recovery cost as a shared maintenance fee.

\$1 provides up to 8 meals. We cannot make 8 meals out of a dollar! However, the East Texas Food Bank takes each dollar that is donated and combines it with other financial gifts, donated food products and time that volunteers give to stretch that one dollar to the maximum.

The East Texas Food Bank has the BBB Accredited Charity Seal. This means that the East Texas Food Bank has met the BBB's 20 Standards of Charity Accountability. The East Texas Food Bank also has a 4 star rating from Charity Navigator.

There are 21 food banks in Texas, each responsible for the counties in their designated service area. The 21 food banks are members of Feeding America and part of Feeding Texas, an organization that fosters and facilitates cooperation between the food banks through advocacy efforts and the coordination of member statewide resources such as produce and Texas Department of Agriculture commodity food.



Process Service Surveillance Witness Locate

Michael J Collins
Private Investigator

COLLINS
INVESTIGATIONS

110 N. College Ave
Suite 1504
Tyler, TX 75702
Lic. No. A08864

903-526-1411
FAX 903-526-6453
mikecollins@sprintmail.com

Background Searches Jury Research Interviews

mikecollins@sprintmail.com

BLUBONNET PROCESS SERVER
*Serving Tyler-Smith County & Longview-Gregg County
& surrounding areas in East Texas*

Pamela "Blu" Daniels
903-372-2818
blondefilly@wb4me.com

SCH4241
Member TPSA, NAPPS and TAALP



NOVEMBER BIRTHDAYS

Melani Crawford	16
Sally Henry	16
Kayla Luker	17



TAALP
would like to extend a
BIG “THANK YOU”
to **DAIRY QUEEN OF TYLER,**
for donating the nice **TREATS**
members are finding in their
birthday cards!!
Be Sure To Frequent Your Local
DAIRY QUEEN!



TAALP Spotlight



Hello TAALP members! My name is Jacqueline Avery and it is an honor to be selected as the November 2020 TAALP spotlight member. I was raised in Tyler and graduated from UT Tyler in 2002. After graduation moved to Dallas to pursue a career in Oil & Gas. I started my career as the Administrative Assistant for the Vice President of Land. Then was promoted in 2006 to Land Administration. I worked as a lease and title analyst until 2018 and was promoted to Manager of Land Administration. I have always been interested in the Legal field. This summer decided to join TAALP and enroll in the Paralegal program at Mountain View College.

It is an honor to be a part of TAALP. I look forward to meeting all the members of this wonderful organization.



TAALP EXECUTIVE BOARD OF DIRECTORS 2020-2021

President

LEATHA KOPECH, PP, PLS
J. Scott Killough, PC
4660 Kinsey Drive
Tyler, Texas 75703
903-561-8280
llkopech@gmail.com

Second Vice President

TINA KNIGHTON, CP
Court Administrator/Probate Auditor
200 East Ferguson, Suite 100
Tyler, Texas 75702
903-590-4611
tknighton@smith-county.com

Corresponding Secretary

BRANDI TURCHI, CP
Brown, Bauman & Smith, PC
400 E. 5th St.
Tyler, Texas 75701
903-521-2820
brandit@brownbaumansmith.com

President-Elect

JO RUTH HANCOCK, CP
Starr, Schoenbrun & Comte
110 North College Avenue, Suite 1700
Tyler, Texas 75702
903-535-0200
joruth@sscfirm.com

Executive Advisor

CARRIE KING, CP, TBLs
Fish & Richardson, PC
1717 Main Street, Suite 5000
Dallas, Texas 75201
214-760-6109
cking@fr.com

Treasurer

LISA BETTS
Starr, Schoenbrun & Comte, PLLC
110 North College Avenue, Suite 1700
Tyler, Texas 75702
903-535-0200
lisa@sscfirm.com

First Vice President

MELISSA WALLACE, CP
Burton Oil Service Operations, LLC
102 North College Avenue, Suite 1023
Tyler, Texas 75702
903-360-0628
melissa.wallace@burtonoil.com

Recording Secretary

LAURA BROWNLOW
Flowers Davis, PLLC
1021 ESE Loop 323, Suite 200
Tyler, Texas 75701
903-534-8063
brownlow_laura@yahoo.com

Parliamentarian

HELEN KOCH
Brown, Bauman & Smith, PC
400 E. 5th St.
Tyler, Texas 75701
903-530-8582
helenk@brownbaumansmith.com

Find us on:  and at www.taalp.com