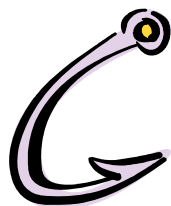


# THE VERDICT

NALS, Association of Legal Professionals, Nashville Chapter  
c/o Lewis, King, Krieg & Waldrop, P.C., 424 Church St., Suite 2500, Nashville, Tennessee 37219  
<http://www.nalsnashville.com>, [vhellmer@lewisking.com](mailto:vhellmer@lewisking.com), (615) 259-1354



## Message from the President



Get Hooked  
on NALS

Greetings everyone! Here we are in February already. We are getting closer and closer to warmer weather and a beautiful spring.

We have a lot going on in the next couple of months! Our 2<sup>nd</sup> Annual Music City Mardis Gras for Legal Professionals Night Out will be at the Courtyard Marriott at 4<sup>th</sup> and Church on March 8<sup>th</sup> from 6:00 to 8:00 p.m. I hope everyone will try to attend this fun event as we have some really great raffles and door prizes planned. There will be a Mardi Gras Float Contest in which you decorate a shoe box in a NALS Theme, with the winner being crowned "Queen of Krewe." I won it last time, so this time I get to be a judge and hand my crown over to my successor!

Judge Dinkins will speak at our February Lunch & Learn and he is always a great speaker. We have decided to use Jason's Deli again this month after receiving a lot of good comments about their food. We have tried to simplify the menu a bit, so we are hoping it is a little less confusing this time.

The Davidson County High School Mock Trial Competition is coming up, and we could still use volunteers for that event. Please see elsewhere in this edition for more information on all these wonderful happenings.

I hope everyone has an enjoyable Valentine's Day and hopefully, some of you won't have to work on Presidents' Day!

Vickie Hellmer, PLS

**If you want to build a ship, don't drum up people together to collect wood and don't assign them tasks and work, but rather teach them to long for the sea.**

*- Antoine de Saint-Exupery*

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## NALS Code of Ethics and Mission Statement . . .

Members of NALS, Association of Legal Professionals are bound by the objectives of this Association and the standards of conduct required on the legal profession.

Every member shall:

- Encourage respect for the law and the administration of Justice;
- Observe rules governing privileged communications and confidential information;
- Promote and exemplify high standards of loyalty, cooperation, and courtesy;
- Perform all duties of the profession with integrity and competence; and
- Pursue a high order of professional attainment.

### Mission Statement

We are committed to deliver quality legal service through continued education and increased professionalism, promote and recognize a high standard for members through the certification program, and provide networking and personal growth opportunities for our members.

# NALS – Association of Legal Professionals, Nashville Chapter

## 2010-2011 Officers

<p><b><u>President:</u></b>  Vickie Hellmer, PLS  Lewis, King, Krieg &amp; Waldrop, P.C.  Post Office Box 198615  Nashville, TN 37219  Phone (615) 259-1354  Fax: (615) 259-1389  vhellmer@lewisking.com</p>	<p><b><u>Parliamentarian:</u></b>  Delone Anderson, PLS  Robinson &amp; Robinson  2nd Floor, Court Square Building  300 James Robinson Parkway  Nashville, TN 37201  Phone: (615) 259-2802  Fax: (615) 259-2804  <a href="mailto:Delone011@bellsouth.net">Delone011@bellsouth.net</a></p>
<p><b><u>President-Elect:</u></b>  Donice Alford, PP, PLS  Howard Tate Sowell Wilson Leathers &amp; Johnson  150 2nd Avenue North, Ste. 201  Nashville, TN 37201  Phone: (615) 256-1125  deapls@yahoo.com</p>	<p><b><u>Education Director:</u></b>  Nanette M. Green, PLS  Mitch Grissim &amp; Associates  325 Union Street  Nashville, TN 37201  Phone: (615) 255-9999  Email: <a href="mailto:nanette@tnlaw.com">nanette@tnlaw.com</a></p> <p><b><u>Co-Chair:</u></b>  Donice Alford, PP, PLS  Howard Tate Sowell Wilson Leathers &amp; Johnson  150 2nd Avenue North, Ste. 201  Nashville, TN 37201  Phone: (615) 256-1125  deapls@yahoo.com</p>
<p><b><u>Secretary:</u></b>  Karen S. Mattingly  Burr &amp; Forman LLP  700 Two American Center  3102 West End Avenue  Nashville, Tennessee 37203  Direct: (615) 724-3225  Main: (615) 724-3200  Fax: (615) 724-3290  Karen.Mattingly@burr.com</p>	<p><b><u>Certification Director:</u></b>  Tonya Bowman  Craft &amp; Sheppard, P.L.C.  1604 Westgate Circle, Suite 1  Brentwood, TN 37027  Phone: (615) 309-1707  Fax: (615) 309-1717  <a href="mailto:tonyabowman@CraftSheppardlaw.com">tonyabowman@CraftSheppardlaw.com</a></p>
<p><b><u>Treasurer:</u></b>  Tiffany RaShaun Burford-Taylor  Waller Lansden Dortch &amp; Davis, LLP  511 Union Street, Suite 2700  Nashville, TN 37219  Phone: (615) 850-8883  Fax: (615) 244-6804  <a href="mailto:tiffany.burford@wallerlaw.com">tiffany.burford@wallerlaw.com</a></p>	<p><b><u>Membership Director:</u></b>  Tiffany RaShaun Burford-Taylor  Waller Lansden Dortch &amp; Davis, LLP  511 Union Street, Suite 2700  Nashville, TN 37219  Phone: (615) 850-8883  Fax: (615) 244-6804  <a href="mailto:tiffany.burford@wallerlaw.com">tiffany.burford@wallerlaw.com</a></p>

<p><b>Governor:</b> Linda Hulsey Burr &amp; Forman LLP 700 Two American Center 3102 West End Avenue Nashville, Tennessee 37203 Direct: (615) 724-3224 Main: (615) 724-3200 Fax: (615) 724-3324 lhulsey@burr.com</p>	<p><b>Marketing Director:</b> Rebecca Glenn Lewis, King, Krieg &amp; Waldrop, P.C. Post Office Box 198615 Nashville, TN 37219 Phone (615) 259-1362 Fax: (615) 259-1389 rglenn@lewisking.com</p>
<p><b>Past President:</b> Tina L. Boone, PLS Waller Lansden Dortch &amp; Davis, LLP 511 Union Street, Suite 2700 Nashville, TN 37219 Phone: (615) 850-8166 Fax: (615) 244-6804 <a href="mailto:tina.boone@wallerlaw.com">tina.boone@wallerlaw.com</a></p>	

## NALS – Association of Legal Professionals, Nashville Chapter

### 2010-2011 Committee Chairpersons

Audit.....	ABS Financial Services	Dan Robinson, CPA
Award of Excellence .....	Donice Alford, PP, PLS	deapls@yahoo.com
Bosses Luncheon .....	Board of Directors	Board of Directors
Charitable Services .....	Melanie Oyharcabal	moyharcabal@lewisking.com
Court Observance.....	Betsy DeShano and Stephanie Faulkner, CCR, CRI, CPE	<a href="mailto:antbetsy3@aol.com">antbetsy3@aol.com</a> <a href="mailto:stephaniefaulkner@alphareporting.com">stephaniefaulkner@alphareporting.com</a>
Employment .....	Tammy Morris	tmorris@gsm.com
History Book .....	Betsy DeShano	antbetsy3@aol.com
Journalist .....	Vickie Hellmer, PLS	vhellmer@lewisking.com
Nominating Committee .....	Jerrie Chilcote	<a href="mailto:jchilcote@sherrardroe.com">jchilcote@sherrardroe.com</a>
Past Presidents.....	Tina L. Boone, PLS	<a href="mailto:tina.boone@wallerlaw.com">tina.boone@wallerlaw.com</a>
Scholarship .....	Amelia Workman, PLS	<a href="mailto:amelia.workman@wallerlaw.com">amelia.workman@wallerlaw.com</a>
Sunshine.....	Ginger Reeves	greeves@nealharwell.com
Technology .....	Donice Alford Tiffany Burford	<a href="mailto:deapls@yahoo.com">deapls@yahoo.com</a> <a href="mailto:tiffany.burford@wallerlaw.com">tiffany.burford@wallerlaw.com</a>
Ways & Means.....	NALS Board Members	
Reservations.....	Nanette Green and Donice Alford	<a href="mailto:nanette@tnlaw.com">nanette@tnlaw.com</a> deapls@yahoo.com

### Employment Committee

Please remember to ask your office administrator to contact Tammy Morris ([tmorris@gsm.com](mailto:tmorris@gsm.com)) at Gullett, Sanford, Robinson & Martin if there is an employment opening at your firm. When opportunities are available, Tammy will send out an email notifying the membership of possible openings. Also, potential openings will be listed in The Verdict.

## Sunshine Committee

The NALS Sunshine Committee is responsible for sending cards, flowers, etc. to any member in a time of need. If you know of a member within the Nashville Chapter that is ill, gave birth or has experienced a loss, please email or call Ginger Reeves at [greeves@nealharwell.com](mailto:greeves@nealharwell.com) or (615) 244-1713 - Ext. 1163 to let her know so that the Nashville Chapter can send a card.

## Certification

Please contact Tonya Bowman for more information regarding out certification exams for ALS, PLS, and PP at Tonya Bowman, Craft & Sheppard, P.L.C., 1604 Westgate Circle, Suite 1, Brentwood, TN 37027, Phone: (615) 309-1707, Fax: (615) 309-1717, [tonyabowman@CraftSheppardlaw.com](mailto:tonyabowman@CraftSheppardlaw.com).

## Bulletin Board

NALS offers this service to anyone that has items to sell or trade, looking to buy, and/or have any other services to offer. The Bulletin Board e-mail is sent out on a request ONLY basis by the person requesting that they be included in the mailing. If you wish to be included in the NALS Bulletin Board periodic listings and/or have anything you would like to list, please contact Vickie Hellmer, PLS, at [vhellmer@lewisking.com](mailto:vhellmer@lewisking.com).

## February Board Meeting

The monthly Board Meeting will be held on Monday, February 7, 2011, at noon at the Law Offices of Mitch Grissim. Please remember that all members are welcome and encouraged to attend the Board Meetings. Please contact any board member if you need more information regarding attending these meetings.

## February Member's Meeting

The February Member's Meeting will be held on Monday, February 28, 2011, at the Nashville Bar Association, 315 Union Street, Suite 800, Nashville, TN, 37201, from 11:30 a.m. to 12:30 p.m. Please note that due to scheduling conflicts, the time of our Member's Meeting has changed to begin at **11:30 instead of noon**. Also, due to Presidents' Day, we had to move our meeting to February 28. We always have a great door prize for one lucky attendee and we hope to have an interesting speaker come join us for lunch.

NALS, Association of Legal Professionals, Nashville Chapter  
Monthly Lunch & Learn

**Presents: Honorable Richard H. Dinkins**  
“A Brief History of African-American Lawyers in Nashville”

- Date:** February 9, 2011  
**Registration Deadline: Friday, February 4, 2011 @ 4 p.m.**
- Place:** Tennessee Bar Association  
221 Fourth Avenue North, Suite 400
- Time:** 12 Noon to 1 P.M.
- Speaker:** Honorable Richard H. Dinkins, Tennessee Court of Appeals
- Topic:** “A Brief History of African-American Lawyers in Nashville”
- Lunch:** ***PLEASE SEE ATTACHED REGISTRATION FORM FOR YOUR LUNCH MENU CHOICES!***

*\*PLEASE ADVISE OF ANY DIETARY ISSUES / SPECIAL REQUESTS.\**

Lunch provided by Jason's Deli

*\*Registration fees include the seminar and lunch and are payable whether or not the person(s) reserving are in attendance.\**

RSVP NO LATER THAN FRIDAY, FEBRUARY 4, 2011 @ 4 P.M.

*By phone or e-mail to:*

Donice Alford, PP, PLS  
Howard Tate Sowell Wilson Leathers & Johnson  
*Phone: 615-256-1125*  
*e-mail: deapls@yahoo.com*

*Please make checks payable to NALS.*

No outside food allowed.

## Lunch & Learn Registration Form

Name	Affiliation	Member of NALS	Lunch Choice						
			Sandwich	Bread	Meat	Cheese	Dessert	Extras (Optional. Only One)	
			<input checked="" type="checkbox"/> Deluxe Box	Croissant	Chicken Salad	American	Chocolate Chip	Steamed Veggies	
			Garden Box	Wheat	Ham	Cheddar	Macadamia Nut	Tuna Penne Pasta Salad	
			Spinach Box	White	Oven Roasted Turkey	Swiss	Oatmeal Raisin	Italian Pasta Salad	
								Peanut Butter	American Potato Salad
								Brownie	Salad
								Soup	
								Chips & Salsa (veggie only)	
								Carrots & Ranch (veggie only)	
			Sandwich	Bread	Meat	Cheese	Dessert	Extras (Optional. Only One)	
			<input checked="" type="checkbox"/> Deluxe Box	Croissant	Chicken Salad	American	Chocolate Chip	Steamed Veggies	
			Garden Box	Wheat	Ham	Cheddar	Macadamia Nut	Tuna Penne Pasta Salad	
			Spinach Box	White	Oven Roasted Turkey	Swiss	Oatmeal Raisin	Italian Pasta Salad	
								Peanut Butter	American Potato Salad
								Brownie	Salad
								Soup	
								Chips & Salsa (veggie only)	
								Carrots & Ranch (veggie only)	
			Sandwich	Bread	Meat	Cheese	Dessert	Extras (Optional. Only One)	
			<input checked="" type="checkbox"/> Deluxe Box	Croissant	Chicken Salad	American	Chocolate Chip	Steamed Veggies	
			Garden Box	Wheat	Ham	Cheddar	Macadamia Nut	Tuna Penne Pasta Salad	
			Spinach Box	White	Oven Roasted Turkey	Swiss	Oatmeal Raisin	Italian Pasta Salad	
								Peanut Butter	American Potato Salad
								Brownie	Salad
								Soup	
								Chips & Salsa (veggie only)	
								Carrots & Ranch (veggie only)	
			Sandwich	Bread	Meat	Cheese	Dessert	Extras (Optional. Only One)	
			<input checked="" type="checkbox"/> Deluxe Box	Croissant	Chicken Salad	American	Chocolate Chip	Steamed Veggies	
			Garden Box	Wheat	Ham	Cheddar	Macadamia Nut	Tuna Penne Pasta Salad	
			Spinach Box	White	Oven	Swiss	Oatmeal	Italian Pasta	

			ch Box	e	Roasted Turkey	ss	I Raisin	Salad
							Peanut Butter	American Potato Salad
							Browni e	Salad
								Soup
								Chips & Salsa (veggie only)
								Carrots & Ranch (veggie only)
			Sandwuc h	Bread	Meat	Cheese	Dessert	Extras (Optional. Only One)
		X	Delux e Box	Croi ssa nt	Chicken Salad	Ame rica n	Chocol ate Chip	Steamed Veggies
			Garde n Box	Whe at	Ham	Che ddar	Macada mia Nut	Tuna Penne Pasta Salad
			Spina ch Box	Whit e	Oven Roasted Turkey	Swi ss	Oatmea l Raisin	Italian Pasta Salad
							Peanut Butter	American Potato Salad
							Browni e	Salad
								Soup
								Chips & Salsa (veggie only)
								Carrots & Ranch (veggie only)

NALS Members at \$12.00 each:
Non-NALS Members at \$14.00 each:
<b>Total Remitted:</b>

What's In It??

**Traditional Deluxe Box** - Sandwich, chips, pickle & dessert. You also have the option of ordering an additional side item.

**Garden Box** - Organic field greens, our fresh-made guacamole and pico, cucumbers, red and yellow bell peppers, asiago and Leo's Balsamic Vinaigrette on multigrain ciabatta or organic wheat wrap; fresh fruit and choice of chips & salsa or carrot sticks and ranch dressing.

## CURRICULUM VITAE OF RICHARD H. DINKINS

### PERSONAL HISTORY

Born August 30, 1952, Nashville, Tennessee; third son of Reverend Charles L. Dinkins and Ann Wyatt Dinkins. Graduate Central High School, Memphis, Tennessee. B.A., 1974, Denison University, Granville, Ohio; J.D., 1977, Vanderbilt University School of Law.

### PROFESSIONAL AFFILIATIONS

**BAR MEMBERSHIPS:**

- State of Tennessee, October, 1977
- United States District Court for the Middle District of Tennessee,

December 1977

- United States District Court for the Western District of Tennessee, March 1978
- United States Court of Appeals for the Sixth Circuit, October, 1978
- United States Tax Court, October, 1979
- United States Supreme Court, March, 1983
- United States District Court for the Eastern District of Tennessee, November, 1983
- United States Court of Appeals for the Federal Circuit, January, 1985

PROFESSIONAL MEMBERSHIPS:

- Member, American, National, and Nashville Bar Associations
- Member, Napier-Looby Bar Association; Board of Directors, 1981 - 1983; Vice-President, 1984; President, 1985
- Cooperating Attorney, NAACP Legal Defense and Educational Fund, Inc., 1977 – 2003.
- Cooperating Attorney, Minority Business Enterprise Legal Defense and Educational Fund, Inc.
- Member, Tennessee Trial Lawyers Association; Board of Governors, 1987 – 1993
- Member, Board of Directors, Nashville Bar Association, 1988 - 1991
- Former member, Commercial Law Section of the National Bar Association
- Barrister, Harry Phillips Inn of Court, 1990-2002; Master, 2005-present
- Member, Board of Directors, Nashville Bar Association three year term beginning January 1, 2006
- Fellow, Tennessee Bar Association Foundation

**EMPLOYMENT**

- Associate, Law Firm of the Honorable Avon N. Williams, Jr., October, 1977 - December 31, 1980.
- Partner, Williams and Dinkins, January, 1981- June 30, 1999
- Member, Dodson, Parker, Dinkins & Behm, P.C., July 1, 1999 - August 31, 2003
- Chancellor, Metropolitan Chancery Court-Part IV, September 26, 2003 – January 14, 2008
- Judge, Middle Section, Tennessee Court of Appeals, January 14, 2008 – present

## **OTHER AFFILIATIONS**

- Guest Lecturer in Employment Discrimination Law, Franklin Pierce Law School, Concord, New Hampshire, November, 1979; Practitioner-in-Residence, November, 1992
- Life Member, National Association for the Advancement of Colored People
- Member United States Magistrate Selection Committee, United States District Court for the Middle District of Tennessee, September, 1984 - September, 1994
- Vice-President, Denison University Black Alumni Association, 1984 - 1987
- Assistant Professor of Dental Jurisprudence, Meharry Medical College, Nashville, Tennessee, 1985 - 1987
- Member, City Center Committee, Nashville, Tennessee, August, 1985 - December, 1991
- Outstanding Young Men of America, 1986
- Participant, Leadership Nashville, 1986 - 1987
- Member, Board of Directors, Community Wish List, Inc. 1986 - 1991
- Member, Board of Trustees, First Baptist Church, Capitol Hill
- Recipient, Distinguished Service Award, Tennessee Black Caucus of State Legislators, November 17, 1989
- Member of Observer Team, Namibian National Independence Process, October 1989 (under auspices of the International Association of Democratic Lawyers)
- Member, W. O. Smith Community Music School, Advisory Board 1989 - 1991; Board of Directors, September, 1991 - 1993; Former Member, Advisory Board.
- Member, Metropolitan Charter Study Committee, Nashville Area Chamber of Commerce
- Member, Inner City Boy Scouts Finance Committee Task Force
- Former Member, YMCA Advisory Board
- Member, Metropolitan Historical Commission, 1990 - 1993
- Recipient, Charles Hamilton Houston Advocate Award, Minority Business Enterprise Legal Defense Fund, June 1991
- Recipient, Community Service Award, Jackson-Madison County NAACP, May 1991
- Recipient, Civil Rights Leadership Award, Nashville NAACP, February, 1991
- Member, Board of Directors, Cumberland Valley Girl Scouts Council, 1992 - 1993
- Participant, Seminar for African-American Leaders in Israel, October 1993
- Recipient, Bruce S. Kramer Cooperating Attorney Award, Tennessee

- Chapter American Civil Liberties Union, November 6, 1993
- Adjunct Faculty Member, Vanderbilt University School of Law, Spring Semester, 1995
- Founders Day Award, Phi Beta Sigma Fraternity, January 1998
- General Counsel, Nashville Area Chamber of Commerce, 1998 - 1999
- Recipient, Alumni Citation, Society of the Alumni, Denison University, June, 1999
- Member, Board of Governors, Nashville Area Chamber of Commerce, 1999 - 2001
- Recipient, Z. Alexander Looby Community Service Award, Napier-Looby Bar Association, February 15, 2001
- Recipient, Liberty Bell Award, Nashville Bar Association, April 30, 2001
- Member, Denison University Alumni Council, 2002 - 2003

**NALS – ASSOCIATION OF LEGAL PROFESSIONALS  
NASHVILLE CHAPTER**

**DRAFT MINUTES OF MONTHLY MEMBERSHIP MEETING**

**January 24, 2011**

The monthly membership meeting of NALS – Association of Legal Professionals, Nashville Chapter (“NALS”) was held on January 24, 2011, at the Nashville Bar Association.

President Vickie Hellmer, PLS (“Hellmer”), called the meeting to order at 11:37 a.m. and welcomed members Donice Alford, PP, PLS (“Alford”), Delone Anderson, PLS (“Anderson”), Jeri Chilcote, PLS (“Chilcote”), Nanette Green (“Green”), Tina Boone, PLS (“Boone”), and Tiffany Burford-Taylor (“Taylor”).

**Minutes:** In the absence of Secretary Karen Mattingly (“Mattingly”), Hellmer reminded the membership that the Christmas party serves as the last membership meeting. Therefore the minutes from that meeting just reads that the Christmas party was held in lieu of the membership meeting.

**Lunch & Learn & Speakers:** Hellmer asked about how the use of Jason’s Deli as our vendor at the last lunch & learn meeting fared. Taylor received feedback that the members like the use of the vendor, but suggested that we narrow the amount of choices. Alford agreed with the suggestion and explained that there was a mix-up with the pricing due to ordering extra options online. Anderson asked if it were easier for Alford to call in the orders rather than type them in online. Alford said that it was easier to order online. After discussion, it was decided that the menu for Jason’s Deli should be limited to three meats (chicken salad, ham, turkey), three cheeses (American, cheddar Swiss), and three breads (croissant, wheat, white). We will still offer the veggie options. The desserts will remain the same as well. Alford reminded Taylor to add the option of ordering lettuce and tomatoes to the sandwiches. Taylor will revise the menu and will send it out to the board for approval.

**Treasurer’s Reports:** Taylor distributed the December 2010 Treasurer’s Report. Hellmer opened the floor up for questions. Alford asked if the Christmas Party exceeded the budget. Taylor replied that it did not. Anderson asked about the profit from the pecan sales. Taylor stated that there was around \$300 in profit. Chilcote asked if they were paid for. Taylor said that they were. Alford reminded the membership that anything we sell now is profit to the chapter. There being no further questions, a motion was made to accept the Treasurer’s Report for December 2010, subject to audit, by Alford and was seconded by Chilcote.

**Legal Professionals’ Night Out:** Alford updated the membership on the status of the Legal Professionals’ Night Out (“LPNO”). It will be held on March 8<sup>th</sup> at the Downtown Marriott located on the corner of 4<sup>th</sup> Avenue and Church Street. Betsy DeShano (“DeShano”) was able to secure the location, and her husband will supply the table clothes and a poster. Alford will prepare a flyer to email out regarding the LPNO.

Alford also asked about free parking for the event. Hellmer stated that the Marriott valet parks in her building. She said she will check to see if we can park for free, if we come after hours, for the LPNO.

**Membership Director:** Taylor updated the membership about the difficulties she's having in reaching Tonya Bowman ("Bowman") to exchange the membership information. Anderson suggested trying to contact Bowman and having her (Anderson's) sister, Cathy, to pick up the information. Taylor raised the concern that some action need to be taken immediately, since there are checks of new members that are being held by Bowman. Hellmer raised concerns of if a quorum of board members were present to vote to appoint Taylor as interim Membership Director. Alford asked if a vote could be taken via email. Anderson said that an email vote would be effective. Alford asked Chilcote if she was still on top of the membership directory. Chilcote informed the membership that Bowman was in charge of the directory.

**Certification:** Hellmer announced that the chapter has no one who will be taking the PP or PLS exams in March. Taylor inquired about the Chris Galyon Scholarship and suggested using that as an incentive to get members registered to take the exam. Hellmer will try to contact Bowman, Certification Director, to inquire about getting the scholarship running. Alford suggested waiting until the next administration to get the scholarship running.

**Student Chapter:** Alford announced that there are two new members to the student chapter of NALS. Alford will send the student chapter the flyer regarding the LPNO.

**2011 Membership Meetings:** Chilcote asked why the membership meetings were moved to 11:30 am. Hellmer informed the membership that the Nashville Bar Association ("Bar") was moving to the One Nashville Place Building in May. That is the reason why we've had to move the meeting time, per their request. April will be the last membership meeting held at the Bar. Alford suggested finding someplace where the meetings can still be held at noon. Hellmer opened the floor to ideas on locations. Boone suggested having the meetings at Lewis King. Alford seconded the suggestion, adding that if the location of the meetings change to Lewis King it should be done starting with the next meeting. Hellmer will check into having the meetings at Lewis King and will email the membership for a vote.

**Announcements:** Alford reminded the membership that we need to prepare a basket to take to the TALS state meeting in Memphis.

**Door Prizes:** Hellmer drew for the door prize of a computer bag which was won by Delone Anderson.

Having no further business, the meeting was adjourned at 12:07. A presentation by B2L Home and Property Solutions, LLC followed.

---

Karen Mattingly, Secretary  
Tiffany Burford-Taylor, Acting Secretary

## **HISTORY OF BLACK HISTORY MONTH**

The History of Black History: Dr. Carter G. Woodson

Americans have recognized black history annually since 1926, first as "Negro History Week" and later as "Black History Month." What you might not know is that black history had barely begun to be studied or even documented when the tradition originated. Although blacks have been in America at least as far back as colonial times, it was not until the 20th century that they gained a respectable presence in the history books. We owe the celebration of Black History Month, and more importantly, the study of black history, to Dr. Carter G. Woodson. Born to parents who were former slaves, he spent his childhood working in the Kentucky coal mines and enrolled in high school at age twenty. He graduated within two years and later went on to earn a Ph.D. from Harvard. The scholar was disturbed to find in his studies that history books largely ignored the black American population and when blacks did figure into the picture, it was generally in ways that reflected the inferior social position they were assigned at the time. Woodson, always one to act on his ambitions, decided to take on the challenge of writing black Americans into the nation's history. He established the Association for the Study of Negro Life and History (now called the Association for the Study of Afro-American Life and History) in 1915, and a year later founded the widely respected Journal of Negro History. In 1926, he launched Negro History Week as an initiative to bring national attention to the contributions of black people throughout American history. Woodson chose the second week of February for Negro History Week because it marks the birthdays of two men who greatly influenced the black American population, Frederick Douglass and Abraham Lincoln. However, February has much more than Douglass and Lincoln to show for its significance in black American history. For example:

February 23, 1868 – W. E. B. DuBois, important civil rights leader and co-founder of the NAACP, was born;

February 3, 1870 – 15th Amendment was passed, granting blacks the right to vote;

February 25, 1870 – The first black U.S. senator, Hiram R. Revels (1822-1901), took his oath of office;

February 12, 1909 – The National Association for the Advancement of Colored People was founded by a group of concerned black and white citizens in New York City;

February 1, 1960 – In what would become a civil-rights movement milestone, a group of black Greensboro, N.C., college students began a sit-in at a segregated Woolworth's lunch counter; and

February 21, 1965 – Malcolm X, the militant leader who promoted Black Nationalism, was shot to death by three Black Muslims.

# *Get Your Pecans!*

*Get Your Pecans!*



# *Pecan Sales*

*Pecan Sales*

*On sale NOW!*

*\$7.00 per lb. bag*

*Get them NOW for your baking needs!*

*For details or questions,*

*Contact any board member or*

*[nanette@tnlaw.com](mailto:nanette@tnlaw.com)*

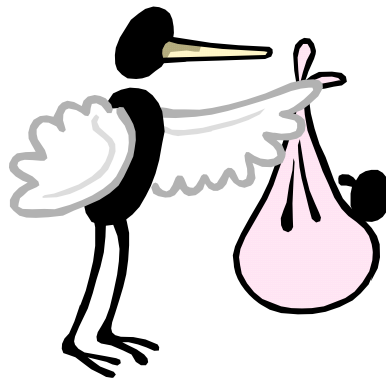


# HAPPY BIRTHDAY !

Minnie Galloway February 7  
Frances Earle February 27



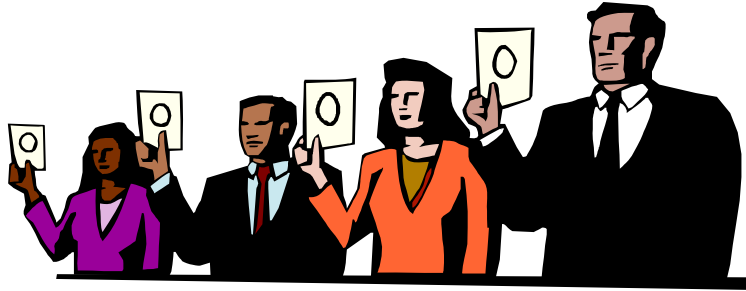
**HAVE A WONDERFUL DAY !**



Congratulations to our NALS Secretary,  
Karen S. Mattingly  
on the birth of her first grandson!

**Brayden Christopher Stargel**  
**Born 1/7/11**  
**6 lbs. 4 oz**  
**18 1/2 inches**





## **Davidson County High School Mock Trial Competition**

**\* \* \* CALL FOR BAILIFF VOLUNTEERS \* \* \***

**We need BAILIFFS to keep the time for each of the rounds/trials on Friday and on Saturday!**

The competition will be held on:

**Friday, February 18** at 4:00 pm and 6:00 pm

**Saturday, February 19** at 8:30 am, 11:00 am, and 2:30 pm

***CONTACT: Nanette M. Green, PLS -  
nanette@tnlaw.com***

This competition is one of the biggest contributions the Nashville Bar Association Young Lawyers Division makes to the community each year. It involves hundreds of high school students from over 15 Davidson County schools, who compete in a total of approximately 40 trials. Please help support this very worthy cause by giving a few hours of your time.

Thank you in advance for your willingness to volunteer!

Nanette M. Green, PLS  
NALS – Nashville Chapter  
2010-2011 Co-Education Director

*NALS – the Association of Legal Professionals,  
Nashville Chapter  
Presents*



*Legal Professionals Night Out  
Dress Up, Mask Up and prepare  
To PARTY with  
KREWE of NALS Nashville!  
As we celebrate  
The 2<sup>nd</sup> Annual*

# *Music City Mardi Gras!*

*Tuesday, March 8, 2011*

*6:00 p.m. – 8:00 p.m.*

*Courtyard by Marriott*

*4<sup>th</sup> & Church Street*

*Nashville, TN*

*(free meter parking and \$5.00 lot parking  
after 6:00 p.m.)*

*Costumes & Masks Encouraged!*



*With enough interest, use your imagination and create your own themed shoe box float  
and participate in the float contest!*

*The bar will be adjacent to us for liquid libations during the event with  
Grey Goose drinks at \$5.00 each;*

*Prizes will be awarded for the float winners*

*And a crowning of KING or QUEEN of Krewe of NALS Nashville!*

***DARE to be DIFFERENT – COME OUT and ENJOY!***

*Door Prizes!*

*Raffles!*

*RSVP's are required to Donica Alford, PR PLS by 03/04/11  
deapls@yahoo.com*



## NALS - NASHVILLE CHAPTER

## Getting to know your NALS Nashville Members

Name: Kristi Seamon

Employer: Bone McAllester Norton PLLC

Tell us something about yourself: (Do you have a significant other, children, grandchildren?) Michael and I have been married almost 10 years. We have four children: Sara, Christa, Ashley and Seth. We also have five beautiful granddaughters: Avery, Bailey, Chloe, Sophia and Lila.

How long have you been in the legal profession: I started working in the legal field in 1988 after I got out of the Air Force. My first job was at Moreland & Collins working for Casey Moreland, who is now a general sessions judge, and David Collins, who is still a practicing attorney in Nashville.

Why did you join NALS: I joined NALS because I wanted to meet other people in the legal field outside of the firm where I was working. I wanted to be able to expand my legal knowledge and experience from people who work in other aspects of the law and hopefully make new contacts and friends.

Past (or Current) Offices you have held in NALS: I was the 2007-2008 and 2008-2009 Treasurer.

Pets: We have one cat named Bonnie.

Hobbies: I enjoy reading, cross-stitching, gardening, walking, bike riding, golfing and attending sporting events.

Favorite book or series: Probably anything by John Grisham.

Favorite TV Show: A toss-up between Parenthood and Deadliest Catch (I know...not even remotely close to each other. I'm a weird person!).

Favorite Movie: The Sound of Music

Favorite Restaurant: Logan's

Favorite Flower: African Violet

Favorite Sports Team: I'm a huge sports fan! I love the Indianapolis Colts, Indiana Hoosiers and Indiana Pacers--bet you can't guess what state I'm from!! I also love the Nashville Predators.

Other Outside Activities of Interest: My husband and I love to go camping. We usually go 10-15 times a year anyplace throughout Tennessee for a long weekend or even a week. We also love travelling to Canada, and we try to go there at least once a year or every other year.

## NALS - NASHVILLE CHAPTER

# Getting to know your NALS Nashville Members

Name: Deborah Stroud

Employer: Waller Lansden Dortch & Davis, LLP

Tell us something about yourself: (Do you have a significant other, children, grandchildren?) I have one son who proudly served our country in two tours to Iraq and is now home safely in Murfreesboro, TN, where he is completing his college education. My significant other has four grandchildren, all under the age of 5, and they are adorable.

How long have you been in the legal profession: I stated working in the legal profession in 1970 in San Diego, California. I returned to Nashville in 1980 and went to work at Life & Casualty Insurance Company, which ultimately merged with National Life then became American General Insurance Company. From 1985 through 1990 I was a stay-at-home mom, then began contract work for Neal and Harwell, Manier, Herod, Hollabaugh & Smith, and other firms. My career is too long to be interesting, but in 2006, I joined Waller Lansden Dortch & Davis, where I presently work.

Why did you join NALS: I joined NALS to learn, refresh and ultimately for the fellowship. While my son was in Iraq, I joined a study group under the direction of Nannette and Trudy. That's where I learned that NALS is an important resource and that the NALS fellowship is something not to be missed.

Past (or Current) Offices you have held in NALS: None.

Pets: I'm a dog lover and my Maltese, Frankie, is spoiled rotten.

Hobbies: Reading, gardening, fly fishing.

Favorite book or series: I like lots of different authors and different types of books. My sweet daughter-in-law is an avid reader and keeps me supplied with "good reads."

Favorite TV Show: I'm not much of a TV person, but do like watching the Titans ballgames and Biggest Loser, if it is on while I'm cooking dinner.

Favorite Movie: "It's a Wonderful Life." Corny maybe, but I love it.

Favorite Restaurant: Maggiano's on West End Avenue

Favorite Flower: Buttercups

Favorite Sports Team: Titans

Other Outside Activities of Interest: Member of the Board of Directors – Fleetwood Homeowner’s Association

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## Revised Tennessee Bar Exam Grades Candidates

Law school graduates will face a new Tennessee bar exam that will grade their answers to essay questions. Up to now, candidates received pass/fail marks. The Nashville Ledger reported that, beginning with the exam in February, candidates will receive a number score on the essay portion. Tennessee Board of Law Examiners executive director Adele Anderson said changes coming in 2012 will include the composition of the test and elimination of regrading of the essay portion. The two-day exam is given twice per year. It includes the multiple-choice Multistate Bar Examination and 12 essay questions. To pass the bar exam, candidates must score 135 points on both the multiple-choice portion and the essay part - a total of at least 270 points.

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## Cleaning for a Reason

If you know any woman currently undergoing chemotherapy, please pass the word to her that there is a cleaning service that provides FREE housecleaning - once per month for 4 months while she is in treatment. All she has to do is sign up and have her doctor fax a note confirming the treatment. *Cleaning for a Reason* will have a participating maid service in her zip code area arrange for the service. This organization serves the entire USA and currently has 547 partners to help these women. It's our job to pass the word and let them know that there are people out there that care. Be a blessing to someone and pass this information along. <http://www.cleaningforareason.org/> You may not know someone going through chemo, but someone on your email list might. Please pass this information on to your family & friends.

## News from United States District Court Eastern Division

USDC for the Eastern District at Greeneville pursuant to E.D.TNLR 83.5(1)(b) requires that when filing a motion *pro hac vice*, it is now required that: 1) a Certificate of Good Standing from the highest court of a state, territory or the District of Columbia AND 2) a Certificate of Good Standing from another district court both have to be filed as attachments to the motion *pro hac vice* along with a \$60.00 filing fee. We used to only have to file one Certificate of Good Standing from the highest court of a state, territory or the District of Columbia OR from another district court. Also, said certificates must be no more than 30 days old.

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The American Bankruptcy Institute is pleased to announce the **First Annual Memphis Consumer Bankruptcy Conference**, a day-long program designed especially for consumer bankruptcy practitioners discussions will be led by experts on current substantive issues in consumer bankruptcy cases The conference will close with a panel of judges representing, Mississippi and Arkansas. It is a must-attend for every Mid-South consumer bankruptcy practitioner! For more information, visit the website: [www.abiworld.org/Memphis11](http://www.abiworld.org/Memphis11)

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### ***A Snippet Celebration***

**Happy Valentine's Day! Dinner for two, red roses, chocolate and heart-shaped candy aside, it's his-and-her breakfast in bed for two. Round up your antique trays, printed pages, a single blooming bud and you have the makings of a lover's morning.**

**Scrambled eggs, sizzling bacon, sunset Mimosa, flaky biscuits and fluffy pancakes create intimacy while you're still in your comfy snuggled down pajamas.**

**Curl up with each other and share a little pillow talk. Please your palates by feeding each other plump strawberries (cut them in half and they're heart shaped) and top it off with whip cream. Breakfast-on-a-plate has never been so fun. Be each others teddy bear and squeeze tight. After all, you're in the comfort of your own home. Hugs and Kisses. XOXOXOXO  
Lorita Bellamy Harrison  
Copyright 2010**

**We Love Hearing From You! Email questions and comments to:  
[snippetcelebration@yahoo.com](mailto:snippetcelebration@yahoo.com)**

# THANK YOU



**For all you do for our  
NALS, Association of Legal Professionals -  
Nashville Chapter**

Sometimes we don't take the time to thank some of our biggest supporters and give credit where credit is due. Alpha Reporting Corporation donates the gift cards and door prizes for so many of our events, that I just wanted to extend a personal THANK YOU for being so supportive of our Association.

We appreciate your thoughtfulness and generosity!

# February 2011

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2 Groundhog Day	3 Chinese New	4	5
6	7 BOARD MEETING Mitch Grissim's Office - Noon	8	9 LUNCH & LEARN - TBA - Noon	10	11	12 Lincoln's Birthday
13	14 St. Valentine's Day	15	16	17	18	19
20	21 President's Day	22 Washington's Birthday	23	24	25	26
27	28 MEMBER MEETING - NBA - 11:30					

## Charitable Services

**We will be collecting donations for YWCA’s “The Weaver Domestic Violence Shelter.” It is 90-day program, and the largest domestic shelter in Tennessee with 51 beds for women and children. They also have a transitional housing program that helps women and children for up to one year. They have a 24-7 crisis line for women in need. They are in desperate need for some of the items below. Most of the items are needed “new and unopened.” If you have any of these items you would like to donate, please hold onto them and we will be collecting them in the very near future. Thank you for your help in this very worthy cause.**

**Please contact Melanie Oyharcabal, NALS Charitable Services Director, at [moyharcabal@lewisking.com](mailto:moyharcabal@lewisking.com) for more information, or to schedule a pick-up of items.**

<p><b>URGENT NEED!</b> The YWCA Domestic Violence Center is critically low on the following items for residents:                  Flash Lights                  Allergy/Cold/Flu Medicine                  Cleaning Supplies (sponges, furniture polish, bug-spray, all purpose cleaners, and glass cleaner)                  Coffee and Sweetener/Creamer                  Coffee Filters                  Pillowcases (new or used, but if used – must be cleaned)                  Sunscreen</p>	<p><b>WOMEN’S ITEMS</b>                  Bras (NEW)                  Makeup - Mascara, Eye Liner (NEW)                  Women's Socks (NEW)                  Hair care products for women of color                  Hairbrushes (NEW)                  Hair Conditioner                  Hair Spray/Gel/Mousse                  Razors &amp; Shaving Cream                  Facial Care Products                  Perfume Samples                  Hair Dryers/Curling Irons/Flat Irons                  Anti-Fungal Foot Cream                  Tampons, Pads, Panty Liners                  Gift Items/Sets (NEW)</p>
<p><b>Needed for Transitional Housing Program:</b>                  Pots, Pans, Skillets, Baking Dishes                  Dinnerware                  Flatware                  Cups, Glasses, Mugs                  Microwaves                  Vacuum Cleaner                  Toasters, Blenders, Coffee Pots                  Can Openers, Cheese Graters, Peelers                  Measuring Cups/Spoons                  Serving/Mixing Spoons                  Brooms, Mops, Vacuum Cleaners                  Televisions, DVD Players                  Towel Sets                  Twin and DBL Sheet Sets                  Furniture, Mattresses (please call ahead)                  Lawnmower (please call ahead)</p>	<p><b>CHILDREN’S ITEMS</b>                  Baby Wipes                  Diapers Sizes 4 - 6                  Booster Seats                  Umbrella Strollers                  Double or Triple Strollers                  Girls' Hair Accessories                  Sports Equipment (NEW)                  DVDs (G or PG rating)                  Non Violent Xbox Games</p>

Give2TheTroops®  
OFFICIAL LIST  
of the Most Popular  
ITEMS REQUESTED BY OUR TROOPS

Please contact your [Nearest Branch](#) to coordinate donations drives, drop-off dates or other shipping arrangements. LARGE shipments or pallets of items need to be scheduled ahead of time & sent only to our NORTH CAROLINA or CONNECTICUT BRANCHES.

This list is designed specifically for troops registered with our organization and may not be copied or distributed without our permission

Due to our Policies and Regulations, we CANNOT ACCEPT these items:

HOME-BAKED FOOD  
GLASS BOTTLES or GLASS JARS  
AEROSOL CANS or SPRAYS  
EXPIRED FOOD  
CANNED FOOD  
LIGHTERS, MATCHES or LIGHTER FLUID  
HOTEL SAMPLES  
VHS TAPES or CASSETTE TAPES  
CONTRABAND ITEMS (live plants, tobacco, knives, nudity, etc.)  
HARD-COVER BOOKS & MUSIC CDS\* (*\*CDs accepted only at our North Carolina Branch*)

For security and sanitary reasons, please leave all items in their original packages. When purchasing items, please choose the latest expiration date possible.

Thank you for your cooperation and support!

\* Items in PURPLE are the MOST NEEDED & REQUESTED \*

FOOD (SNACKS) & ENTERTAINMENT ITEMS ARE ALWAYS THE #1 REQUEST  
FOOD, SNACKS AND DRINKS:

- BEEF JERKY / SLIM JIMS
- COFFEE (Ground or whole; instant or drip. Ground is preferred)
- POWDER DRINK MIX (Gatorade, Kool-Aid, Crystal Light)
- SUNFLOWER SEEDS & PUMPKIN SEEDS
- TUNA & CHICKEN SALAD (in foil pouches, or ready-to-eat kits (no cans)
- PROTEIN POWDER & PROTEIN BARS
- CHOCOLATE PRODUCTS accepted from OCTOBER through April (it will melt in high temperatures!)
- Hot Chocolate packets, Herbal teas
- Hard Pretzels / Cheetos / Fritos / Chex Mix / Wheat Thins / Ritz
- Gum / Hard Candy (must be individually wrapped in large bags)

- Granola Bars / Power Bars / Cereal Bars / Cliff Bars
- Fig Newtons, Oreos, Cheese & Crackers - Small Packs
- Trail Mix, Dried Fruit, Granola, Fruit Roll-Ups / Fruit By The Foot / Fruit Gummies
- DRY SOUP: (Ramen Noodles / Cup-O-Soup: just add water)
- NUTS: Peanuts, Mixed Nuts (salted preferred)
- MICROWAVE FOOD (Popcorn, Chef-Boy-R-Dee, Mac'n'Cheese...)
- COOKIES / Girl Scout Cookies (with chocolate: Oct. - Feb. only!)
- Rice Krispie Treats (Store-bought only)
- Little Debbie® & Hostess® cake products
- Oatmeal Packs (Instant: just add water)
- Cereal (Small, individual boxes)
- Condiments, Spices; Sugar; Salad Dressing (no glass jars)
- Caffeinated gum or candy (to stay alert)

#### TOILETRIES: NO HOTEL SAMPLES!

(Note: Some troops have allergies & need Brand Name toiletries which list all ingredients. The military issues toiletries to our troops, however troops often miss their favorite brand of shampoo or soap. Our goal is to send troops reminders of home & items they miss ... not free samples.)

- BABY WIPES (travel size)
- HAND SANITIZER (travel size)
- Body Wash, Liquid Soap, Facial Cleanser
- Shampoo /Conditioner (travel size)
- Hair Gel (for female troops to pull hair back)
- Combs / Brushes / Bobby Pins (in original packaging, please)
- Deodorant (travel size)
- Razors (disposable or "Intuition" or "Mach 3" types)
- Shaving Cream in Tubes / Shaving Soap (*No CANS of Shaving Cream, please!*)
- Lip balm / Chap Stick / Carmex / Blistex
- Baby Powder & Foot Powder (travel size)
- Tissues (individual packs; travel size only)
- Hand & Body Lotion / Moisturizer (travel size)
- Sunblock, SPF 45, Zinc, Vitamin E, Aloe Vera Gel
- Bug Spray / DEET / Skin-So-Soft
- Mouthwash (travel size)
- Toothpaste & Toothbrushes & Dental Floss
- Breath Mints / Breath Strips
- Lozenges / Cough Drops
- Loufa Sponges / Buff Puffs / Washcloths
- Nail files / Emery Boards / Nail Clippers
- Feminine Hygiene Products
- Cotton Swabs (i.e. Q-tips) - also used to clean guns!
- Cotton Balls
- Band-aids, Gauze Pads, First Aid Kits / Ace bandages, Icy Hot or Bengay cream
- Moleskin

- Shoe Insole Cushions (gel kind is best)
- Tylenol, Motrin, Advil or Aspirin Packets
- Eye Drops (i.e. Visine)
- Nasal Spray
- Vitamins (multi-vitamins are always needed!)

#### ENTERTAINMENT AND SPORTS:

- **BATTERIES:** (AA, AAA, C & 9 Volt are the most requested)
- **DVD Movies** (new or used - recent releases only, please!)
- **Xbox Games, PSP, PS2 & PS3 Games** (new or used)
- iTunes® Gift Cards
- 35 mm disposable cameras
- Computer Flash Drives & Thumb Drives
- Portable CD players / head phones
- Electronic handheld games
- Small homemade gifts - *reminders & comforts of "home"*
- Small photographs or posters of scenery for their tents & walls
- Pens & mechanical pencils, small note pads
- Stationery & Envelopes; blank cards to send home
- Double-sided tape, small crafts kits, scrap-booking items
- Day planners / Calendars / Small, Pocket Calendars
- Game Books: (Crossword Puzzles / Word Search Books / Math Puzzle books / MAD LIBS / Logic Problems / Sudoku)
- Yo-Yo's, Dominoes, Playing Cards (**new**), Poker Chips & Mats, Dice
- Board games (UNO, Othello, Checkers - travel size is great, too!)
- Dart Boards (regular or magnetic - any size)
- Nerf Footballs / Whiffle bats, balls & Mitts / Sports equipment
- Frisbees / Hackey sacks
- Music CDs, Magazines & Books (Accepted **ONLY** at our **NORTH CAROLINA BRANCH**)

#### OTHER:

- **LINENS:** Pillow cases, twin sheets, towels (green & tan)
- **T-SHIRTS:** Cotton green & tan under shirts - new (**Sizes: M, L & XL**)  
[Note: The DOD banned "Under-Armor" shirts due to its material being potentially flammable & bad reactions to open wounds.]
- **LAUNDRY DETERGENT & FABRIC SOFTENER SHEETS:** ([Click HERE](#) for types)
- **FLASHLIGHTS - SMALL** (battery operated. Surefire Brand preferred)
- **AIR FRESHENERS** (standalone-not plug-in. Car types are also good)
- **SOCKS:** Black, Olive Green & White (cotton or wool)
- **PHONE CARDS - Pre-Paid** ([Click HERE](#) for Where to Buy and What Types of Phone Cards to Buy from Third-Party Vendors)
- Gift Cards to send home to loved ones (for Restaurants, Supermarkets)
- Small toys (Beanie babies) & school supplies for Iraqi & Afghan children
- Patriotic knick-knacks, USA flags, flags from your state, bandanas, baseball hats, football jerseys, banners to tack on their walls or tents.

- Black or Green duct tape, small tool kits, dust masks, carpentry tools, Fly swatters, fly paper, mosquito netting, bug repellent in plastic pump bottles only (**NO AEROSOL CANS, PLEASE!**)
- Paint brushes, adhesive wall hooks
- Gun cleaning supplies (lube) such as *Militec-1* & *CLP*
- Generic sunglasses (Ballistic, black only. No "mirror" types)
- Alarm Clocks (Small in size; wind-up or battery-operated)
- Small, portable heaters & fans (110 voltage okay)
- Fleece Blankets (*Yes, it gets very cold in the winter over there!!*)
- Disposable Hand warmers and Foot warmers (in the wintertime)
- Winter Hats (*Yes, it snows in the winter over there! Hand knitted hats in black, tan or green are always welcome!*)
- Water Bottles, Travel Mugs & Thermoses with Lids, (for Coffee, Tea & Soup)
- Coffee Makers & Filters (110 voltage okay)
- Coffee Bean Grinders - small (electric or battery-operated)
- Microwave Ovens (55 pounds max; 110 voltage okay)
- Hot Pots - Small
- Elixir & Water Purification Tablets for Camelbaks
- Combat Application Tourniquets (black only)
- Religious booklets, small bibles, inspirational readings
- Holiday and Seasonal Decorations - see our [PROGRAMS PAGE](#) for details
- K-9 items:  
Dog treats, toys, shampoo, flea collars, etc.  
(Note: [CLICK HERE](#) to see our restrictions and guidelines if you wish to donate items to the dogs. Thank you.)

**CARDS & LETTERS:** The troops love to hear from all of us and Mail brightens their days! These are the **MOST IMPORTANT** items we can send the troops & we can never have too many, so please keep writing! consider making a patriotic banner or poster to send inside one of our care packages!

Note: Our troops do not need stamps as they're in war zones & may send mail home to their loved ones at no charge, but our branches can always use stamps to send correspondence.

<http://give2thetroops.bravejournal.com/http://give2thetroops.bravejournal.com/>

**Visit our Forum to Read & Post Messages!**

# EMPLOYMENT OPPORTUNITIES

## Paralegal – Intellectual Property

Nashville-based corporation is looking for a paralegal with experience drafting intellectual property contracts for an assignment in a small legal department with a lot of responsibility. 30-40 hours per week for the indefinite future.

Responsibilities:

- Drafting and preparing contracts, including licensing agreements, distributorship agreements, electronic communication agreements, and other intellectual property agreements.
- Working independently and efficiently.

Requirements:

- Prior work experience with contracts including copyrights, trademarks & licensing is required.
- Experience in field of Entertainment Law a plus.
- Ability to work independently and efficiently.
- Must have excellent organizational skills and professionalism.
- 4-year degree and paralegal certification strongly preferred.

Interested and qualified candidates please send resumes to [patty.wise@counseloncall.com](mailto:patty.wise@counseloncall.com).

Counsel On Call ([www.counseloncall.com](http://www.counseloncall.com)) offers experienced attorneys and paralegals challenging positions on a wide variety of legal matters with the nation's leading corporate legal departments and law firms. Depending on the position, attorneys and paralegals work in clients' offices, in our offices or remotely, and often on flexible schedules, which helps provide the work-life balance many seek. We offer a range of benefits, including a 401(k) plan, vacation and holiday pay, life insurance, health care savings and dependent care flexible spending accounts, and free CLE courses.

To see what other opportunities are available through Counsel On Call, visit the job opportunities section of our website at [www.counseloncall.com/Page/Job\\_Opportunities](http://www.counseloncall.com/Page/Job_Opportunities), where you may search for positions by location or practice area, and sign-up to receive postings by e-mail and follow our job postings on Twitter [@CnslOnCall\\_Jobs](https://twitter.com/CnslOnCall_Jobs).

## Legal Secretary Position Available

Neal & Harwell, PLC is looking for a Legal Secretary to assist one of our senior partners.

Hours: 8:00 - 5:00 pm (M-F). Candidate must have a professional demeanor, be detailed oriented, possess an excellent work ethic and above-average typing skills. Must be proficient in MS Word.

E-filing and Juris helpful. This is a challenging position which requires excellent written and verbal communication skills along with the ability to effectively balance many tasks in a fast-paced work environment. Benefits available.

Please mail or fax resume and salary requirements to: 615-726-0573 or email Barbara Bumblis at [bbumblis@nealharwell.com](mailto:bbumblis@nealharwell.com). No phone calls please.

Neal Harwell, PLC  
150 Fourth Avenue North, Suit 2000  
One Nashville Place  
Nashville, TN 37219-2498

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THE FEDERAL PUBLIC DEFENDER for the Middle District of Tennessee is accepting applications for the position of full-time clerical assistant in the Capital Habeas Unit.

Please see the attached for the job description.

Contact:

Deborah Hampton  
Financial Administrator  
Federal Public Defender's Office  
810 Broadway, Suite 200  
Nashville, TN 37203  
615-736-5047  
fax: 615-736-5265  
deborah\_hampton@fd.org

FEDERAL PUBLIC DEFENDER  
Middle District of Tennessee

POSITION ANNOUNCEMENT  
CLERICAL ASSISTANT

THE FEDERAL PUBLIC DEFENDER for the Middle District of Tennessee is accepting applications for the position of full-time clerical assistant in the Capital Habeas Unit.

To qualify for entry level, a person must be a high school graduate or equivalent and have at least one years' general experience; some higher education may be substituted for experience. Personal computer, advanced word-processing skills, law office experience is preferred.

**Skill and Character Qualifications:** Positive attitude; ability to work with the public; possess an eye for detail; exceptional organization, judgment and time management skills; willingness and motivation for teamwork; ability to produce quality work under pressure; sensitivity to office and attorney/client confidentiality; adhere to office policies and procedures; perform duties cooperatively under direction and supervision.

**Performance Responsibilities:** Duties of the clerical assistant include heavy word-processing, file room maintenance, photocopying legal documents, receiving visitors, answering and routing telephone and intercom calls, taking and distributing messages, and other duties as assigned. The full position qualifications statement and DOCS position description are available for inspection in this office.

**Salary and Benefits:** Starting salary commensurate with experience in accord with AO, US Courts guidelines (JSP DOCS 4-5-6-7); relevant education may be substituted for experience. This position is full-time with federal salary and benefits. Employees of the Federal Public Defender are members of the judicial branch of government.

They are considered at-will employees and are not covered by the Civil Service Reform Act. Appointment is subject to a satisfactory background investigation. Salary payable only by Electronic Funds Transfer. This position is contingent upon availability of funds.

To apply send a cover letter, resume and three references by mail or fax to:

*Office of the Federal Public Defender  
810 Broadway, Suite 200  
Nashville, Tennessee 37203  
Fax (615) 736-5265*

Application Evaluation will start December 20, 2010

**NO TELEPHONE INQUIRIES OR E-MAILS**

**The Office of the Federal Public Defender is an Equal Opportunity Employer**

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**STATE OF TENNESSEE  
OFFICE OF THE POST-CONVICTION DEFENDER**

530 CHURCH STREET, SUITE 600  
P. O. Box 198068  
NASHVILLE, TENNESSEE 37219-8068

**Duties of Legal Secretary**

1. **Answer phones** - Task to be rotated between legal secretaries. Legal Secretary who is responsible to answer phone must ensure that phones are covered during periods that she is away from her desk.

1. **Mail (incoming) – to be handled by designated “duty secretary”**

- Open & stamp with ‘received’ stamp
- Scan & save on network, as appropriate
- Distribute to appropriate recipient

1. **Mail (outgoing)**

**Case related – to be handled by the secretary assigned to the team.**

- Scan
- Electronically file as appropriate in Total Practice Advantage
- Retain and file one paper copy in correspondence file.
- Mail as appropriate – i.e., State mail, U.S. Mail, UPS
- For documents sent to be filed by court – prepare self-addressed, postage prepaid envelope for a return copy.
- For documents sent to be filed by court – make and include a return copy.

**Non-case related – to be handled by designated “duty secretary”**

- Scan as appropriate
- Electronically file in Total Practice Advantage

- Provide paper copy to the originator or the letter/document – if requested
- Mail as appropriate – i.e., State mail, U.S. Mail, UPS – default method is State mail if other method is not requested.

### 1. **Transcription**

#### **Case related – to be handled by the secretary assigned to the team.**

- Transcribe tapes dictated by other team members
- Create transcript of audio and video taped statements, interviews, etc., at request of lead counsel

#### **Non-case related – to be handled by the secretary designated by Office Manager**

### 1. **Travel Reservations**

Car and hotel reservations for case related travel shall be made by the secretary assigned to the team handling the case.

### 1. **Pleading logs**

Entries in pleading and correspondence logs will be maintained by the secretary assigned to the case under the supervision of the paralegal.

The index to the pleading and correspondence logs will be maintained by the secretary assigned to the case under the supervision of the paralegal.

### 1. **Preparing and Filing Briefs**

Preparing and filing briefs in both the trial and appellate courts shall be the duty of the secretary under the supervision of the attorneys assigned to the case.

### **8. Maintain law library**

### **9. Maintain fax machine, copiers, printers, postage meter, as needed.**

### **10. Meet and direct visitors, as needed.**

### **11. Setup and coordinate meetings for staff, as requested.**

### **12. Providing Assistance to the Office Manager**

Secretaries employed by the Office of the Post-Conviction Defender are under the direct supervision of the Office Manager. The Office Manager has the discretion to assign various tasks which will assist the Office Manager in the performance of her or his duties. These assignments include acting as a backup for responsibilities required pursuant to Project Edison, being responsible for keeping track of office supplies and reordering when necessary, logging in supplies when they arrive at the office, etc.

Please email your resume to [YorkL@tnpcdo.net](mailto:YorkL@tnpcdo.net). No phone calls please.

Thanks!

Duties of the position are above. Qualifications depend mainly on experience, skills, and education. A person with Edison or similar accounting or ERP background would be helpful, too. Candidates will need to e-mail their cover letter, résumé, and references to Lynn York at [YorkL@tnpcdo.net](mailto:YorkL@tnpcdo.net). No phone calls, please.

**TALS -LEGAL PROFESSIONALS OF TENNESSEE  
CALL FOR NOMINATIONS  
FOR STATE OFFICERS**

January 10, 2011

**TO: ALL MEMBERS**

Attention Chapter Presidents and Governors: Please make sure all members receive a copy of this Call for Nominations.

**FROM:** Gloria J. Thomas, PP, PLS, CP  
Nominations & Elections Chair  
P.O. Box 831  
Wynne, AR 72396  
Phone: (870) 238-2317  
FAX: (870) 238-8310  
E-mail: gjthomas@sbcglobal.net

Pursuant to Article VII, Sections 1 & 3, of the Bylaws, and Article VII, Section 1, of the Standing Rules, the call for nominations is hereby given for the following officers of TALS-Legal Professionals of Tennessee for the year 2011-2012, to be elected at the Annual Meeting in Memphis, Tennessee, on Saturday, April 30, 2011:

<u>OFFICER</u>	<u>NAME</u>	<u>CHAPTER</u>
President-Elect	_____	_____
Vice-President	_____	_____
Recording Secretary	_____	_____
Treasurer	_____	_____
Functional Governor	_____	_____
Marketing	_____	_____
Functional Governor	_____	_____
Strategic Planning	_____	_____

Please refer to your Bylaws and Standing Rules to ensure your candidate meets all qualifications. **IN ORDER FOR YOUR NOMINEE'S NAME TO APPEAR ON THE OFFICIAL BALLOT, PLEASE RESPOND NO LATER THAN FEBRUARY 10, 2011.** Each nominee will then be contacted to obtain his/her acceptance or rejection, and to furnish a statement of qualifications. After confirmation of the nominee's qualifications, a sample ballot will be prepared and sent to all members via governors and/or the state's publication.

**PLEASE FAX OR E-MAIL NOMINATIONS TO NOMINATIONS & ELECTIONS CHAIR. THE ANNUAL MEETING WILL BE APRIL 30, 2011.**

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## TALS - LEGAL PROFESSIONALS OF TENNESSEE 2010-2011 SCHEDULE

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<u>Date</u>	<u>Purpose</u>	<u>Location</u>
July 31-August 2, 2009	<b>Region 4</b>	Asheville, NC
August 7, 2010	<b>TALS Summer Meeting</b>	Nashville, TN
October 8-11, 2009	<b>NALS 59<sup>th</sup> Annual Education Conference and National Forum</b>	Branson, MO
*September 30, 2010	<b>Deadline for Fall Junction Edition</b>	
November 6, 2010	<b>TALS Seminar/Fall Meeting</b>	Rutherford/Cannon/Williamson
*December 31, 2010	<b>Deadline for Winter Junction Edition</b>	
(CANCELLED)	<b>TALS Seminar/Winter Meeting</b>	Chattanooga
*March 31, 2011	<b>Deadline for Spring Junction Edition</b>	
April 30, 2011	<b>TALS Seminar/Annual Meeting</b>	Memphis

\*DATES SUBJECT TO CHANGE

## YEAR 2011 HOLIDAYS CALENDAR

The following are dates to remember for the new year.

Holidays and Observances:

Jan 1	<a href="#">New Year's Day</a>	May 30	<a href="#">Memorial Day</a>	Nov 11	<a href="#">Veterans Day</a>
Jan 17	<a href="#">Martin Luther King Day</a>	Jun 19	<a href="#">Father's Day</a>	Nov 24	<a href="#">Thanksgiving Day</a>
Feb 14	<a href="#">Valentine's Day</a>	Jul 4	<a href="#">Independence Day</a>	Dec 24	<a href="#">Christmas Eve</a>
Feb 21	<a href="#">Presidents' Day</a>	Sep 5	<a href="#">Labor Day</a>	Dec 25	<a href="#">Christmas Day</a>
Apr 24	<a href="#">Easter Sunday</a>	Oct 10	<a href="#">Columbus Day (Most regions)</a>	Dec 26	<a href="#">'Christmas Day' observed</a>
May 8	<a href="#">Mother's Day</a>	Oct 31	<a href="#">Halloween</a>		

## **Region 4 – Are You Ready To THINK BIG?!!**

Have you been wondering what Region 4 will be doing as an incentive for its members to Think Big? Well, wonder no more.

Region 4 will have 3 drawings as follows:

July (for March, April, May, and June)

November (for July, August, September, and October)

March (for November, December, January, and February)

How do you get your name in a drawing and what can you win?? “Easy peasy lemon squeezy!” All you need to do is sponsor a new member – any new member. It can be a student member, associate member, or regular member. Every time you sponsor a new member, your name and the new member’s name will be placed into the corresponding drawing, depending upon their join date. Winners will receive a **\$25 Amazon gift card**, plus a NALS goodie bag filled with NALS goodies.

At the end of the year, we will draw a GRAND PRIZE WINNER from all the new members and their sponsors. What is the Grand Prize? Well, we’re going to keep that a secret for now, but one of the prizes will be a \$100 Amazon gift card!!

I have already sponsored one new member this year, which makes me eligible for the July drawing, as well as the year end drawing! Two chances to win and all I had to do was tout the benefits of NALS to someone who was interested!

**PLUS...** there is an added benefit!! If you recruit 5 members (of like membership status) within the year, you can get your national dues waived! Not only would you then have **6 chances to win prizes**, but you would save **\$98!!**

If you have any questions, please don’t hesitate to contact me!

**Good luck Region 4!!**

Lisa

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Lisa J. Mitchum, PLS  
2010-2011 NALS Region 4 Director  
Smiley Bishop & Porter LLP  
1050 Crown Pointe Parkway  
Suite 1250  
Atlanta, GA 30338  
[lmitchum@sbpllp.com](mailto:lmitchum@sbpllp.com)  
Direct Dial (770) 829-3847

## NALS Leaders Quilt

You saw the mock up in Branson and you had the opportunity to be part of history by buying and signing a strip to be included in the quilt designed and created by Dee Beardsley, showcasing our past, present and future leaders. NOW, you have the opportunity to win the quilt at a drawing to be held in Tulsa on Saturday, March 12, 2011. Tickets are available from your Region Director, or you can simply [download the tickets](#), complete the information and send the tickets and your check, payable to the NALS Foundation, to Jenni King at the Resource Center. Six tickets for \$5.00. A nominal investment for a one-of-a-kind piece of art!



## **What Have We Learned About You?**

*By Jay Moore, NALS Communications Manager*

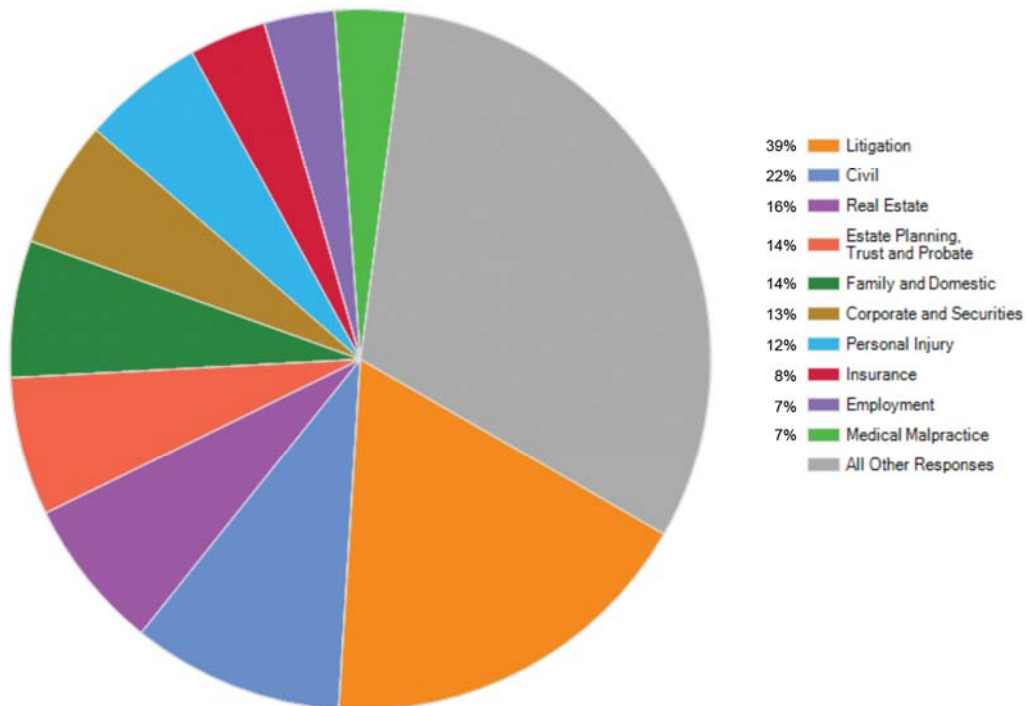
As many of you know, NALS...the association for legal professionals has put together a Think Tank of individuals to evaluate the association and the profession to ensure that the two are aligned in the most efficient way possible. As part of the process, NALS seeks to learn what you want from it and will adjust its programs so you are getting the most out of your membership.

Recently, the NALS Think Tank surveyed 500 legal professionals online to gather information about their careers and involvement in professional associations. NALS is already using these findings to move forward by offering more CLE sessions included in your dues and increased CLE opportunities at the 2011 NALS Education Conference and National Forum. It is also focusing these additional CLE sessions on the areas of law in which you work. NALS will begin offering CLE tracks focused on the areas of law that were proven to be the most applicable to our membership and the industry.

We were able to narrow the fields of law to four general areas, with additional sub-areas that are more specific. The idea is not to have a group for each and every area of law, as we would not be able to efficiently service each of those groups in a way that would be beneficial to you. Instead, the idea is to give the NALS Education Committee some guidance and focus on the legal areas in which many of you work. NALS' programs will offer more specific and targeted education with a greater impact on your career. The broad areas of law that we will be focusing on are: Civil Litigation, Corporate Law, Estate Planning/Family Law, and General Practice.

The results of our survey showed that nearly 40% of respondents worked in litigation, with another 20% working in civil law. By grouping the areas of law that fall under corporate focus, we are targeting another 34% of respondents. Estate planning and family law areas, which have been grouped together, made up another 51%. The remaining specialty areas of law were added to a general practice group, allowing NALS the flexibility to offer education in many other areas of interest. Note that in designing the survey, we were aware that many legal professionals work in more than one area of law and so we allowed respondents to select multiple responses. This is why the results total more than 100%.

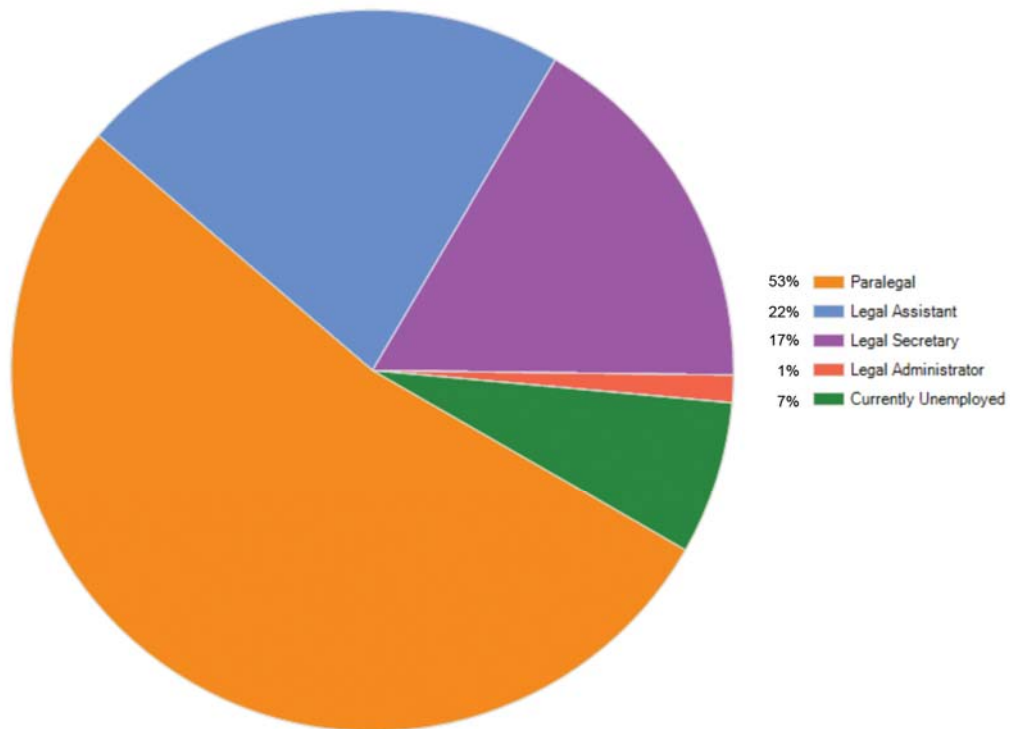
Identify the specialty area of law you work in the most. You may select more than one but please try to limit your responses to those you value the most.



A resounding 82% of respondents told us they value a professional association's relation to their profession and career. Approximately 60% responded that the number one thing they looked for in an association was overall education value. These overwhelming responses indicate to us that combining a greater education value with focused career-enhancing topics will result in a greater benefit from NALS membership dues.

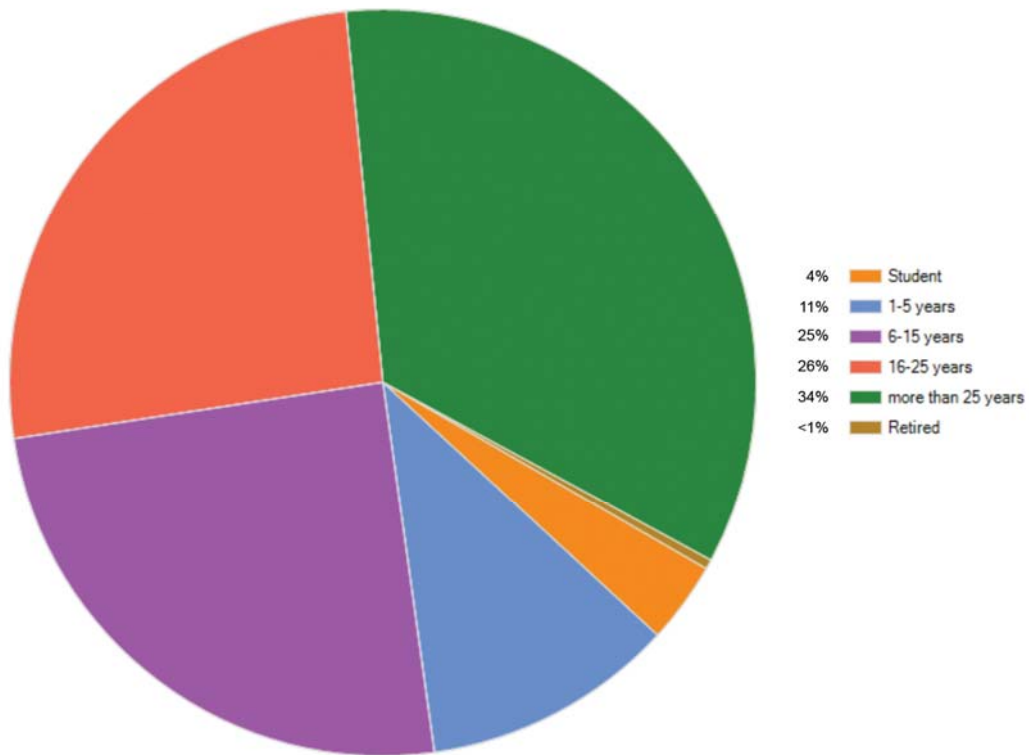
When surveying the job titles of the respondents, we learned that 53% were paralegals, 23% were legal assistants, and 17% were legal secretaries. One area of concern was the 6% of respondents who are currently unemployed. NALS will continue to assist those that are unemployed through the NALS Career Center ([careers.nals.org](http://careers.nals.org)) and will continue to offer the dues waiver for those members who are unemployed at the time of their renewal. NALS understands the tough economic times and we will do everything that we can to assist our members who may be struggling.

**What is your current job title?**



We were happy to learn that nearly 35% of respondents have been in the legal field for more than 25 years, which shows how dedicated you are to your careers. We also learned that 60% volunteer for local or national charitable organizations, which tells us that you are interested in making a difference in your communities. NALS will continue to foster relationships with national charities to help provide you with opportunities to provide an impact on society.

How long have you been in the legal field?



The NALS Think Tank will continue to monitor the industry and recommend areas of improvement for the association. If you have any recommendations, please send an email to [thinktank@nals.org](mailto:thinktank@nals.org). We will review your message and see what we can do to investigate further ways we can better serve you.

# Member Contact Information

In an effort to have up-to-date contact membership contact information, please complete the following information and either email, mail or fax to Tonya Bowman:

Full Name: \_\_\_\_\_

Firm/Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Preferable Contact Number: \_\_\_\_\_

Fax Number: \_\_\_\_\_

Area of Practice: \_\_\_\_\_

Birth Date (Month/Day) : \_\_\_\_\_

Year joined NALS: \_\_\_\_\_

Preferred Email Address: \_\_\_\_\_

Send this form to:

Tiffany RaShaun Burford-Taylor  
Waller Lansden Dortch & Davis, LLP  
511 Union Street, Suite 2700  
Nashville, TN 37219  
Phone: (615) 850-8883  
Fax: (615) 244-6804  
[tiffany.burford@wallerlaw.com](mailto:tiffany.burford@wallerlaw.com)



# Reminder

Engage. Inspire. Enhance. Promote.

Online Learning Center  
 Online Study Group  
 Webinars

## Online Learning Center (OLC)

[http://www.nals.org/?page\\_id=47](http://www.nals.org/?page_id=47)



All sessions held at  
 8:00 p.m. CT



February 1,  
 2011

On-Line Study Group: Legal Knowledge & Skills (1.5 CLE)

February 2,  
 2011

Future Leaders Development-Presented by: September Holmblad, PP, PLS

February 8,  
 2011

On-Line Study Group: ALS Review (1.5 CLE)

February 15,  
 2011

On-Line Study Group: PLS Review (1.5 CLE)

February 22,  
 2011

On-Line Study Group: PP Review (1.5 CLE)

February 23,  
 2011

Test Taking Tips

## Webinars

[http://www.nals.org/?page\\_id=45](http://www.nals.org/?page_id=45)



All sessions held at 8:00  
 p.m. CT



February 3, 2011

Corporate Law Session - TBA (1 CLE)

February 10, 2011	<b>Netiquette and Effective Email Communication:</b> Presented by: Marlene Humbert, Human Resources Administrator, Fennemore Craig, P.C.-Netiquette is defined as general guidelines for professional communications via email. This program covers several topics ranging from communicating technical vs. informal information via email, maintaining professional tone and consistency in your communications, achieving the objective of the message, when NOT to use email, and email time management tips. Participants will have a chance to share successful tools and tips that they have utilized in this interactive exchange of information. <i>(1 CLE)</i>
February 17, 2011	<b>Managing Yourself &amp; Inspiring Others (FLD)</b> -Presented by: Donna Dendy, PP, PLS, CLA, TSC <i>Free to members!</i>
February 24, 2011	<b>An Introductory Overview of Collaborative Divorce</b> David Horowitz, Esq. & Norma Izzo Milner, Esq. of Collins, May, Potenza, Baran & Gillespie, P.C. <i>Free to members!</i> Learn how Collaborative Divorce can empower spouses to reach optimal self-determined resolutions powerfully, respectfully and effectively. This webinar will present an Interdisciplinary Team Model emphasizing the roles of the Collaborative Lawyer, Divorce Coach, Financial Neutral and Child Specialist. <i>(1 CLE)</i>
March 3, 2011	Understanding What Leadership Skills Will Be Needed In 2011 (FLD)- Presented by: Patricia Infanti, PP, PLS, & Kathie Amirante, PP, PLS <i>Free to members!</i>

**INSTRUCTIONS TO ACCESS OLC/OLSG:** Login as a Member and enter your login name/password. Go to the "Welcome" tab at the top of the NALS web page (it's a drop down tab with "Member Log In" – click there). When you member login complete, go to the left-side of the screen and simply scroll down to Online Learning Center, click and you have now entered the OLC properly! The OLC page comes up with instructions, but you can simply scroll down and type in a "User Name" (user name does not have to match your Internet user name) and click "Connect," which will take you to the "Lobby." Click on the tab/icon at the top, right-hand side of OLC screen (it has what looks like a comment box on the tab), and then double click on "OnlineLearningCenter" and you're there! You can increase the size of the screen by clicking on the four arrows button (second button from the right at the bottom). You can increase the size of your font by clicking on "Options" (upper left, second button from left) then "Font Size," and change the color of your responses by clicking on the colors button (third button at from the left at the bottom). Yes, we do have emotions and sounds which can be entered, but, particularly the sounds, can be distracting and our intention is to get you in, discuss the topic, and let you go within the allotted time. Also, you must participate every three to four minutes or you will be "bumped" out.

**INSTRUCTIONS TO ACCESS WEBINARS:** Register for NALS Webinar by simply going to the

NALS website and under “Learn” (tab with drop down choices at top of NALS web page), click on “WebEd.” This will take you to the screen to register for the webinar you wish to attend. “How to” directions are on this page and descriptions of the webinars offered. Scroll down and click on the registration link (the title of the webinar) and it will take you through the registration process. **The webinar registration is a two-fold process. The initial registration lets you select the webinars you are interested in attending and submitting your payment information. When that information is processed, participants are sent a WebEd invitation that you need to complete before the registration is finalized. When you have completed this second “invitation,” a subsequent e-mail is sent to the participants, which contains access information to the webinars.** **NOTE:** You can access any webinar through both the Internet and the audio connection (with any telephone) OR you can simply access the webinar presentation (without viewing the PowerPoint presentation) by simply calling and connecting to the audio portion of the presentation. You can do this from any telephone anywhere! But you still need to register for the webinar (even if you will only be listening to the audio portion of the program).

## Volunteers Needed!!!

I am still looking for members to serve on the NALS 2011-12 Leadership Team and am thinking you may have been too busy over the holidays to submit your Committee Preference Form. Now that we have settled back into our daily routines, I wanted to give you all a gentle reminder that NALS needs you. We are looking forward to continuing NALS tradition of quality education and programs in 2011-12, and to make that happen we need YOU! Please send me your committee preference today!! I was reminded just recently that “there is no “I” in Team, but I am sure glad there is “u” in our volunteers!”

Kathie Amirante, PP, PLS | NALS President-elect  
[kathiepls@comcast.net](mailto:kathiepls@comcast.net)  
[k.amirante@kitch.com](mailto:k.amirante@kitch.com)

## Encouraging Innovation

*By Meghan Allen*

A successful program does not magically appear. Rather, it is the result of a single idea that was worked and reworked until it becomes something great. The key is to create an environment where bold thinking can flourish.

[Join the Future Leaders Development Committee](#) and presenter Brynne Williamson, PP, PLS on Thursday, January 20<sup>th</sup> at 8:00 pm (CST), as we discuss ways to encourage creative thinking and develop novel ideas into innovative programs.

## Education

CLE, CLE, CLE! NALS has many opportunities for you to obtain CLE credits, learn, impress your boss and be up-to-date on the latest legal issues and fundamental office procedures. Mark your calendars now for these upcoming educational sessions.

January 18 - Ethics, Human Relations (1.5 CLE) [Online Study Group](#) - 8 pm Central

This session will cover Part 3 of the ALS, PLS & PP certification exams

January 19 - Location Tracking and GPS - Legal and Privacy Issues (1.0 CLE) [Online Learning Center](#) - 8 pm Central

Come and join Mark Busto for a very informative discussion

January 20 - Encouraging Innovation (Future Leaders Development) - Free to Members [Webinar](#) - 8 pm Central

January 24 - Personal Injury (1.0 CLE - Litigation/Civil) - Free to Members [Webinar](#) - 8 pm Central

Come and join Marc Lamber, Esq., with Fennemore Craige as he discusses personal injury issues

January 25 - Substantive Law (1.5 CLE) [Online Study Group](#) - 8 pm Central

This session will cover Part 4 of the PP certification exam

January 27 - Parliamentary Procedure (Future Leaders Development) - Free to Members [Webinar](#) - 8 pm Central

Join Peggy Sullivan, PP, PLS as she provides insight to Parliamentary Procedures

## Membership

*By Babs DeKeyser, PP, PLS*

Getting people to attend a local monthly meeting, a state, or national meeting can be hard at times. These last few years have been rough economically on many of our members. So how do you get them to attend? There are several things you can do:

**Entice (bribe) them:** Offer incentives for them to attend - give all attendees an inexpensive item when they register, in addition to the goodie bags filled with freebies from vendors and sponsors. Maybe offer the first to register a free registration to the next meeting/seminar.

**Ask non-member attorney to speak:** Asking an attorney whose support staff are not members could be a way to increase your membership by showing the attorney what our association is all about. Invite the attorney's secretary/legal assistant to attend for free.

**Theme seminars:** If you are planning an all-day or half-day seminar, make it a theme such as probate, family law, etc., and target firms that specialize in that section.

Give seminar topics an interesting title.

**Have fun:** Plan a fun session - CLE bingo with prizes (cash is always a good prize) or a mock trial - something different than a speaker standing in front of the meeting talking. If you are having an all-day seminar, plan a wine and cheese party after the last session.

We are a talented group of members. I am sure there is someone in your association that can come up with some different ideas to try. Don't let the nay-sayers ("we've always done it this way") stop the creative juices from flowing! If the first idea doesn't work, well, try something else. Don't stop trying - that's the message for this week.

## NALS Foundation

[It's Grant time again!](#) Does your Chapter, State, or Region have a project planned for the spring? Do you need a little financial assistance? The NALS Foundation can help you avoid the frustration of not having the funds to offer that great project.

Say "goodbye" to winter and "hello" to spring with a great project that relates to *Education and/or Certification* and let the Foundation help you financially. That's what the NALS Foundation does and we love doing it as we "*Put your dollars to work!*"

It's easy to [apply for a Grant](#) to help with your project. Remember, the NALS Foundation only gives Grants for programs that cover *Education and/or Certification*. The next **GRANT DEADLINE IS MARCH 1<sup>st</sup>**.

[Apply for your Grant NOW](#) by mailing or emailing your application to Jennifer King at the Resource Center ([king@nals.org](mailto:king@nals.org)).

## Corporate Sponsor Spotlight

Welcome our NEW Corporate Sponsor - [Humanscale!](#)

Humanscale is the premier designer and manufacturer of ergonomic seating and work tools that improve health, efficiency and quality of work life. Our mission to develop high-performance ergonomic office tools that solve functional problems as simply and elegantly as possible was notably recognized by I.D. magazine when it named Humanscale one of ten "best companies" worldwide that "help push design forward."

[Support NALS Corporate Sponsors!](#)

### Did you know?

The [NALS Career Center](#) is part of the Legal Job Exchange and partners with the American Bar Association, American Immigration Lawyers Association and the North Carolina Bar Association to make sure that your job listings and resumes are viewed across the network.

That means that you can place an ad with NALS and have it seen by members of these organizations as well. This also means that if you are on the job hunt these organization's job listings will be found in the [NALS Career Center](#). If you haven't checked it out have a look today...there are currently 11 jobs open in the legal support category.

### Reminders:

- Register Today for the [Professional Development & Education Conference!](#)
- Find out What is New at NALS Online...follow the blog! [insideNALS](#) will list all updates to posts on the NALS site.

[NALS community](#)

maximizing your potential

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## Introducing the ALL NEW NALS Library!

A new MEMBER-ONLY section of the NALS website is online and provides you with outstanding information when you want it. The NALS Library can be accessed by logging in as a member and clicking on "NALS Library" in the left-hand sidebar just below the "Online Learning Center" link. This section will provide you with a listing of WebEd sessions available for purchase and also those that are FREE to members. We have also added 20 seminars and presentations that you can download in PowerPoint

format and view when you want to! You will also find a listing of the last 21 NALS Foundation Jett Award Recipients so you can utilize their award winning programs for the benefits of your state or chapter. The last thing you will find in the NALS Library are full PDF versions of the last few years worth of @Law Magazine. Load them to your e-reader or iPad and take them with you!

Enjoy this new feature for members...we will be adding to the NALS Library often so keep an eye out for updates!

*If you are logged in click here and enjoy the ALL New NALS Library!*

## **New Partnership with American Airlines and Delta**

**We know that flying to the NALS conferences can get expensive. In efforts to help our members, NALS proudly announces a new partnership with American Airlines and Delta Airlines.**

American Airlines will provide NALS Conference attendees a 5% discount off ANY published airfare on [www.aa.com](http://www.aa.com) for the 2011 [Professional Development & Education Conference](#) in Tulsa, Oklahoma. The valid travel dates for this discount are March 7, 2011 thru March 17, 2011. You can easily access American's fares and apply this discount by going to [www.aa.com](http://www.aa.com) to book your flight. Place the below Promotion Code in the promotion code box and your discount will be calculated automatically. This special discount is valid off any applicable published fares listed for American Airlines, American Eagle, and American Connection. International originating guests will need to contact your local reservation number and refer to the Promotion Code.

You may also call 1-800-433-1790 to book your flights, please refer to the Authorization Number below when you call. Please note there is a reservation service charge for all tickets issued by phone. Please use our preferred partner, American Airlines when you can because of the benefits provided to you as a traveler and to our organization for extended partner value. *Become an AAdvantage Member Today!*  
Promotion Code: 8731DL

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Delta Airlines will provide NALS Conference attendees a 5% - 7% discount off airfare for the [2011 Professional Development & Education Conference](#) in Tulsa, Oklahoma. The valid travel dates for this discount are March 8, 2011 thru March 16, 2011. Use the below Ticket Designator Code when booking your flight. To book, call 1-800-328-1111 and please refer to the Authorization Number below when you call. You cannot book Delta flights online. Note: To receive discount, a minimum of 10 total passengers must fly with Delta Airlines using the Ticket Designator Code.  
Ticket Designator Code: NM6UA

## **Corporate Sponsor Spotlight**

Did you know that the NALS Corporate Sponsors play a huge part in helping offset the funds of the Education Conference and National Forum and the Professional Development Conference in Tulsa? If it weren't for our awesome sponsors, those conferences would not be what they are today. Please, show your support of our

corporate sponsors, visit their websites, and help us by helping them. Our current corporate sponsors are:

- Avery
  - Avansic
  - Sam's Club
  - Liberty Mutual Insurance
  - UPS
- [Support NALS Corporate Sponsors!](#)

## THANK YOU! THANK YOU! THANK YOU!

***As always, our NALS members came through.*** With only three weeks to publicize and collect money for the Branson charity, Mountain Country Homes of Hope's *ReBuilding* Hope Project, the members in attendance and chapter donations managed to raise ONE THOUSAND THREE HUNDRED TWENTY FIVE DOLLARS for the charity. The Executive Director of the charity was absolutely thrilled with the results of our fund-raising efforts. Remember, if you made your donation by check, you can use that cancelled check for a receipt at tax time. Mountain Country Homes of Hope is a 501(c)(3) non-profit and therefore tax deductible.

## Education

***Are you in need of CLE credits, but don't want to miss out on the holiday season activities?*** There is an easy answer to your problem! If you missed a webinar that you wanted to attend, or are in a crunch to get the last few credits for recertification, there is a great way to get the education you need on your schedule. [Accesses to past webinars are available for purchase in the NALS store.](#) To register for a webinar is easy. Simply go to [www.nals.org](http://www.nals.org) and under the "Learn" tab, click [WebEd](#). Scroll down to see the schedule or click register now.

Finally, the [Online Study Groups](#) for those of you who are preparing to take the ALS, PLS and PP exams in March of 2011 will return in January.

## Membership

***RECRUITMENT IS AN ON-GOING ACTIVITY.*** ONE EFFECTIVE RECRUITMENT TECHNIQUE IS FOR MEMBERS TO ENCOURAGE YOUR FRIENDS TO BECOME INVOLVED IN NALS. SOMETIMES WE TURN TO OUR CO-WORKERS WHEN TRYING TO RECRUIT NEW MEMBERS—FORGETTING ABOUT OUR FRIENDS WHO ALSO WORK IN THE LEGAL ENVIRONMENT. ANOTHER TECHNIQUE IS TO OFFER AN INCENTIVE TO THOSE WHO RETAIN NEW MEMBERS. TRY SPONSORING FUNCTIONS SUCH AS A DINNER OR OPEN HOUSE, WHICH DOUBLES AS A MEMBERSHIP DRIVE. HAVING INTERESTING SPEAKERS AT MEETINGS IS AN ADDITIONAL WAY TO ATTRACT POTENTIAL MEMBERS.

From: **Saundra Bates** [<mailto:bates@nals.org>]  
Sent: **Tuesday, January 04, 2011 4:35 PM**  
To: **Hellmer, Vickie A.**  
Subject: **NALS Dues NM Waiver Program ID 15233**

Dear Victoria,

Our records show that you have recruited 5 new members and qualify for the waiver of national dues. Since your dues have already been paid through September 2011, your national dues for the following year will be waived. Please download and the dues waiver at this link and be prepared to complete upon the receipt of your 1<sup>st</sup> notice for renewal in September of this year. Here is the link <http://www.nals.org/download/WaiverofDuesFiveNMs.pdf>.

Of course only your national dues will be waived and you should include your state/local dues payment along with the waiver form.

Congratulations and thank you for your dedication and support of NALS! You're Thinking BIG!

Sandra

Sandra Bates  
NALS Member Services Manager

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NALS... *the association for legal professionals*  
engage | inspire | enhance | promote

8159 East 41st Street  
Tulsa, Ok 74145  
Voice 918.582.5188 ext. 15  
Fax 918.582.5907

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think big.  
NALS Professional Development & Education Conference  
March 10-13, 2011 • Tulsa, Oklahoma  
[www.nals.org/conferences/professionaldevelopment](http://www.nals.org/conferences/professionaldevelopment)

### **Make Visible Changes**

People are impressed with an association that works together and gets results. Some members need to see visible results of what an association can do before they volunteer their time. To motivate members, make it known your current projects or community service involvement.

### **Let Them Know**

After a successful completion of a project, it is important to acknowledge those members who were instrumental in the process. A special announcement at your meeting is a good way to acknowledge those members and it will keep the membership informed on an on-going basis of the project/completion. Handing out "Certificates of Appreciation" to those members is an extra acknowledgment. Other members might even get inspired to participate.

### **Be Responsive and Welcoming**

Motivate people by making them feel important. Make sure all members feel welcome at meetings. Encourage new members to participate and be responsive to their needs and suggestions. The results may be evident in your membership renewals!

## **Text Development**

Want to avoid any shocking events or being haunted by mistakes? Don't overlook the good information available in the Basic Manual for the Lawyer's Assistant and the Advanced Manual for the Lawyer's Assistant. If you have a good basic understanding of your area of legal work, you can avoid being tricked in the workplace!

### ***More from the NALS Foundation***

The NALS Foundation, a 501(c)(3) nonprofit educational foundation working hand in hand with NALS...the association for legal professionals to enhance educational opportunities, was established in 1989.

The NALS Foundation is governed by a volunteer board of trustees who have designated the following as funding priorities:

- Educational/Research Opportunities
- [Grants](#)
- [Keynote Speakers/Workshops](#)
- [Jett Awards](#)

- [Recognitions](#)

**YOU—**

- want to be part of assisting our legal professionals
- are motivated and dedicated to “giving back”
- attend the NALS conferences (national forum and professional development)
- are a Circle Donor
- **could be a NALS Foundation Trustee!**

If interested, contact Julie Abernathy  
[julie.abernathy@haynesboone.com](mailto:julie.abernathy@haynesboone.com)  
(512) 867-8409 (work)  
(512) 288-6219 (home)  
(512) 507-7982 (cell)



Mark your calendars now for these upcoming educational sessions in the OLC, OLSG and webinars (all sessions are at 8:00 p.m. Central):  
Online Learning Center (OLC) - FREE TO MEMBERS

**INSTRUCTIONS TO ACCESS WEBINARS:** To register for a NALS Webinar, simply go to the NALS website and under “Learn” (tab with drop down choices at top of NALS web page), click on “WebEd.” This will take you to the screen to register for the webinar you wish to attend. There are “how to” directions on this page and descriptions of the webinars offered. You just need to scroll down and click on the registration link (the title of the webinar) and it will take you through the registration process. **The webinar registration is a two-fold process. The initial registration lets you select the webinars you are interested in attending and submitting your payment information. When that information is processed, participants are sent a WebEd invitation that will complete the registration. When you have completed this second “invitation,” a subsequent e-mail is sent to the participants, which contains access information to the webinars. NOTE: You can access any webinar through both the Internet and the audio connection (with any telephone) OR you can simply access the webinar presentation (without viewing the PowerPoint presentation) by simply calling and connecting to the audio portion of the presentation. You can do this from any telephone anywhere! But you still need to register for the webinar (even if you will only be listening to the audio portion of the program).**

**INSTRUCTIONS TO ACCESS OLC/OLSG:** Members must first login as a Member and enter your login name and password. If you have not registered as a member just go to the “Welcome” tab at the top of the NALS web page (it’s a drop down tab with “Member Log In” - click there). There are complete instructions to login as a member or to register as a member to access all the membership services. After you login as a member you will see a page with member accessed information (on the left-side of the screen). Simply scroll down to Online Learning Center, click and you have now

entered the OLC properly! The OLC page comes up with instructions, but you can simply scroll down and type in a "User Name" (user name does not have to match your Internet user name) and click "Connect," which will take you to the "Lobby." Click on the tab/icon at the top, right-hand side of OLC screen (it has what looks like a comment box on the tab), and then double click on "OnlineLearningCenter" and, voila, you're there! You can increase the size of the screen by clicking on the four arrows button (second button from the right at the bottom). You can increase the size of your font by clicking on "Options" (upper left, second button from left) then "Font Size." You can change the color of your responses by clicking on the colors button (third button at from the left at the bottom). Yes, we do have emotions and sounds which can be entered, but, particularly the sounds, can be distracting and our intention is to get you in, discuss the topic, and let you go within the allotted time. Also, you must participate every three to four minutes or you will be "bumped" out.



When you join NALS, you have access to a wealth of information and affinity providers. Are you taking advantage of your ENTIRE membership in NALS?



**eNews** – Are you receiving the bi-weekly newsletter of pertinent information about NALS? If you are a member and want to receive the newsletter, please email Jay Moore at [moore@nals.org](mailto:moore@nals.org). Until then, enjoy the most recent issue by going to the following link:

<http://www.nals.org/newsletters/enews/pastissues/en09.01.09.html>



**Leading The Way** - is the NALS Leadership Newsletter that is available to ALL members of NALS. If you're interested in staying in touch, go to: ([www.nals.org/newsletters/leadingtheway](http://www.nals.org/newsletters/leadingtheway))



Members have access to outside providers that brings many services that otherwise might be substantially more expensive to NALS Members. ([www.nals.org/membership/benefits/affinity.html](http://www.nals.org/membership/benefits/affinity.html)) I personally use Liberty Mutual. NOW, Sam's Club is part of NALS Affinity Provider.



Members can take advantage of online professional development and legal education in the Online Learning Center for FREE in the comfort of your own home during the evenings.

**REMEMBER:** You do not have to be a certified member to enjoy these sessions. In today's uncertainty with employment, it is great to stay educated and this is

## WHAT IS NALS, ASSOCIATION OF LEGAL PROFESSIONALS, NASHVILLE CHAPTER?

NALS, Association of Legal Professionals, Nashville Chapter ("Nashville Chapter") is a multi-level organization. Membership in the local chapter brings membership in TALS –Legal Professionals of Tennessee ("TALS"), NALS Region 4 and NALS...the association for legal professionals ("NALS").

The Nashville Chapter was first organized in 1949 and was chartered with TALS and NALS in 1972.

### WHAT IS TALS?

TALS holds an annual convention and quarterly meetings throughout the state. In addition to the business meetings, legal education seminars are offered at these meetings. Each local chapter sends a Governor to report back to the chapter all business transacted; however, members are encouraged to attend. State meetings and seminars afford a wonderful opportunity for networking with other legal professionals from across the state that have the same goals and objectives.

### WHAT IS REGION 4?

Region 4 is lead by an elected regional director that plans a meeting once a year with the states that cover our region. The states that are within our region is Alabama, Georgia, Florida, North Carolina, South Carolina, and Tennessee. This meeting is not as large as the NALS national educational or professional development meetings; but, they are generally larger than the state meetings. It is a wonderful way to meet other legal professionals that has the same goals and objectives as you do; but, closer to home.

### WHAT IS NALS?

NALS is a non-partisan, non-profit, non-sectarian corporation based upon principles of service to all areas of the legal field. Membership is open to all persons engaged in service in the legal forum, including, but not limited to, attorneys, legal assistants, paralegals, secretaries, typists, word processors, court clerks, clerks employed in law offices, persons employed by the courts, trust departments of banks or trust companies, and those persons

employed in public or private institutions directly engaged in work of a legal nature.

### WHEN ARE MEETINGS HELD?

Nashville Chapter Membership meetings are held on the third Monday of each month at Noon at the Nashville Bar Association. A monthly Lunch & Learn is offered at a nominal cost by reservation on the second Wednesday at the Tennessee Bar Association.

### WHEN ARE NASHVILLE CHAPTER'S LUNCH & LEARNS HELD?

Nashville Chapter Lunch & Learns are held on the second Wednesday of each month at noon at the Tennessee Bar Association. Because of the venue, a box lunch is offered, and may change over the course of the year at a cost of \$12 and is a reservation only meeting. The lunch hour is devoted almost in its entirety to a speaker advising on a legal or community topic. You do not have to be a member to attend. Attendance at the Lunch & Learn is a good way to find out more about the Nashville Chapter and meet its members.

### HOW MUCH DOES MEMBERSHIP COST?

The annual fee for new members is \$120.00. Thereafter, the annual renewal is \$110.00. A portion of this amount pays your dues to TALS and NALS.

### WHAT DOES MEMBERSHIP OFFER ME?

You will be a member of a professional organization dedicated to the furtherance of legal education and having as its main objective the encouragement of its members to attain a high degree of professional excellence in their chosen career.

You will receive publications written for the legal professional, including The Verdict, our local monthly publication, The Junction, the TALS state quarterly publication, Region 4 Newsletter and @Law, the NALS national quarterly publication.

You will have the opportunity to attend seminars, study groups, workshops, and other activities

which will enhance your legal education relationships in a local and national network.

You will have access to employment placement at no charge through the Employment Committee.

You will be given the opportunity to serve on committees which function to promote the goals and objectives of the association and, in the process, allow a greater opportunity for new and lasting friendships among members.

You will be eligible for discounted travel and rental car rates, group insurance programs, a retirement program, loan programs, and credit card applications.

### **WHAT IS THE PROFESSIONAL PARALEGAL EXAM?**

The Professional Paralegal (PP) certification was developed by NALS to promote legal professionals who wish to be identified as exceptional in all areas of the law. Certain eligibility requirements must be met to take this exam, and are available for viewing at [www.nals.org](http://www.nals.org).

### **WHAT IS THE PROFESSIONAL LEGAL SECRETARY PROGRAM?**

The Certified Professional Legal Secretary (PLS) designation is achieved by passing a rigorous one-day examination. Eligibility for the exam requires at least three (3) years' experience as a legal secretary.

The Accredited Legal Secretary (ALS) designation is achieved by passing a half-day examination and is available to persons who have completed one of the following: a secretarial course, the NALS Legal Training Course, or one year of secretarial experience.

Those interested in sitting for these examinations can attend group study sessions held in advance of the examination. These sessions are provided without charge to members. The examinations are given at testing centers throughout the United States with one center being located in Nashville.

The examination covers a variety of subjects: Written Communication; Ethics & Judgment;

Office Procedures & Technology; Legal Knowledge & Skills.

### **NASHVILLE CHAPTER ANNUAL EVENTS**

Bosses Appreciation Luncheon is held each October. This event affords the legal secretary the opportunity to invite the attorney for whom she works to a special lunch.

The "Chris Galyon Scholarship Award" is presented annually to a worthy individual who has exhibited a desire to further his or her education in the legal field.

Legal Professionals Night Out is held each year for the legal community to come together on a social basis for the purpose of promoting NALS and encouraging membership in our Association.

In 1972, the President of the United States proclaimed Court Observance Week an annual event in October. Each year our members sponsor a program to recognize our judicial system.

### **NASHVILLE CHAPTER NOTEWORTHY ACCOMPLISHMENTS**

The Nashville Chapter hosted the Annual Meeting and Educational Conference of the National Association of Legal Secretaries International in July 1985 with approximately 1,000 members, delegates, and their families in attendance.

The Nashville Chapter has the proud distinction of having members Chris Galyon, PLS elected National President for 1984-85 and Tina L. Boone, PLS elected as Region 4 Director from 2005-2007. Other members have been or currently serve as officers, committee members and chairmen at both state and national levels.

### **HOW DO I BECOME A MEMBER OF THE NASHVILLE CHAPTER?**

Contact any member or:  
Tiffany RaShaun Burford-Taylor  
Waller Lansden Dortch & Davis, LLP  
511 Union Street, Suite 2700  
Nashville, TN 37219  
Phone: (615) 850-8883  
Fax: (615) 244-6804  
[tiffany.burford@wallerlaw.com](mailto:tiffany.burford@wallerlaw.com)

## FREQUENTLY ASKED QUESTIONS

### WHAT ARE THE QUALIFICATIONS FOR MEMBERSHIP?

Individual members consist of those persons engaged in work of a legal nature and who agree to comply with the NALS Code of Ethics and Professional Responsibility.

### HOW DO I BECOME A MEMBER?

You can use the secure online application, or you may choose to print out the application right from the web site or in Adobe PDF format and mail or fax it. Simply choose the method you want to apply, fill out the NALS Membership Application, select a method of payment, and submit your application. You then just sit back and will receive your new member package from the NALS Resource Center within four weeks.

Categories of membership:

- Regular Member
- International Member
- Retired Member
- National Associate Member  
(educators, judges and attorneys)
- National Student Member  
(must be a fulltime student)

### WHY SHOULD I JOIN NALS?

Opportunities for professional and personal development are plenty when you join NALS. NALS is a tri-level organization composed of NALS, your state association, and your local chapter. Each offers topnotch professional growth through seminars, quality publications, and local, state, regional and national networking. NALS offers several regional and national conferences each year packed with outstanding education and featuring excellent speakers from around the country. State and local chapters offer more frequent meetings to give in-depth local educational coverage.

Additionally, NALS supports its members by providing the following benefits:

Affinity Programs - members enjoy discounts on a variety of goods and services.

Certification - accreditation for everyone, whether beginning a new career or enhancing your current one.

ALS--the basic certification for legal professionals, PLS--the advanced certification for legal professionals and Professional Paralegal certification.

@Law Magazine - members receive this award-winning publication quarterly.

E-Learn - a monthly update on current topics of interest to legal support staff, delivered via e-mail.

E-News - a bi-weekly electronic newsletter sent to all NALS members who provide an email address, which includes timely information and details of NALS activities, with links to educational information and topics of interest to legal support staff.

NALS Online Learning Center - Education and personal development offered on a variety of subjects with the added bonus of networking across the United States.

NALS also presents a host of other professional development programs including the Legal Training Course, NALS Educational Institute, and college credits.

### WHAT IS E-LEARN AND HOW DO I SUBSCRIBE?

E-learn is a monthly educational subscription received by NALS members via e-mail or fax featuring articles, technology tips, legal community news, etc. If you are currently a member and not receiving e-learn and would like to be on the distribution list, please contact Sandra Bates, NALS Member Services Manager at bates@nals.org or 918-582-5188. Sandra will be happy to add you to our list.

### WHAT ARE THE BENEFITS OF THE NALS ONLINE LEARNING CENTER?

Education, updated information on NALS and various legal topics, networking across the country are just a few of the benefits afforded our members who make it a point to participate in our weekly Tuesday and Wednesday night NALS Online Learning Center sessions. Each week a different topic is chosen as an

educational subject or for discussion over the Internet lines. Come check us out!

### **WHO DO I CONTACT WITH REGARD TO MEMBERSHIP QUESTIONS?**

Saundra Bates, NALS Membership Services Manager or Tonya Bowman, NALS, Nashville Chapter Membership Director

### **WHAT DO THE FOLLOWING ACRONYMS MEAN?**

ALS . . . the basic certification for legal professionals: The ALS designation is an attainable goal for someone entering the legal support field. Demonstrate your acceptance of the challenge while improving your on-the-job skills in the areas of communication, accounting, office administration, ethics and legal procedures.

PLS . . . the advanced certification for legal professionals: The certified PLS designation is the best way to show off your expertise in areas including legal terminology and procedures, ethics, office procedures, and communication skills. That could mean more money and more opportunities for you, or it could mean doing a better job for your present employer! The PLS certification is recommended by the American Council on Education ("ACE") as valuable college credit for as much as 27 semester hours.

PP: Professional Paralegal, this is the newest of the NALS Certifications

SMC: State Membership Chairman

LMC: Local Membership Chairman

CLE: Continuing Legal Education

CLA: Certified Legal Assistant

@Law: The Official NALS Magazine. As a member of NALS . . . the association for legal professionals, you will receive @LAW four times a year. Each issue features informative articles and time-saving resources. @LAW is so informative it won the coveted Gold Circle Award for Most Improved Magazine from the ASAE. The @LAW subscription rate for nonmembers of NALS is \$40.00 per year.



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