



SUMMER 1996

## Louisiana Certified Paralegal

The Louisiana Certified Paralegal examination will be administered for the first time on October 4 and 5, 1996. Paralegals who successfully complete the examination will obtain the designation of Louisiana Certified Paralegal, LCP®. Louisiana has gained national recognition within the paralegal community for development of the LCP certification. Certification will serve to benefit all Louisiana paralegals whether or not they choose to be certified.

LCP certification is a two-step process. To receive the LCP® designation, a paralegal must have obtained a CLA® certification at the time the LCP exam is taken, or must obtain the CLA certification within three years from the date of notification of having passed the LCP exam.

The examination includes mandatory testing of the following: General Law, Ethics, and Civil Procedure, together with four elective subjects to be chosen from the following: Business Organizations, Contracts, Criminal Law and Procedure, Evidence, Family Law, Property, Torts, Wills/Probate/ Successions/Trusts. Examination fee is \$175 for LSPA members and \$195 for non-members. A preparatory seminar was held in Lafayette on August 9 and 10.

Brochures explaining the LCP exam eligibility requirements and description of the testing subjects, as well as information regarding the August seminar may be obtained by contacting **Jessie Cormier at (318) 237-2660**.

### LPA Elects New Officers

Lafayette Paralegal Association elected its officers for 1996-1997. They are: President, Gary Lavallee; Vice President, Kathy Dempsey; Secretary, Michelle Moran; and, Treasurer, Al Thomas.



*Gary Lavallee, Kathy Dempsey, Michelle Moran, and Al Thomas.*

### Lupe Acosta President-Elect of Louisiana State Paralegal Association

Congratulations to Lupe Acosta, past President of Lafayette Paralegal Association who has been elected President of the Louisiana State Paralegal Association for the year 1996-1997.



In addition to being current President-Elect, Lupe is Chair of the Long-Range Committee and Co-Chair of the Affiliation Committee. She has chaired the LSPA's Awards, Public Relations, and Certification Committees, and has served as District II Director, District II EDC Representative, and as LSPA Vice-President.

In 1995, Lupe was selected to receive the Louisiana State Paralegal Association's Outstanding Paralegal Award. Lafayette Paralegal Association congratulates one of its own!



# EDITOR'S CORNER

Mary Margaret Comeaux



The new year has brought a wealth of activity. So many members and supporters have attended our meetings. Our speakers have been terrific and we thank them for sharing their time and knowledge. If you have been unable to attend, we urge you to do so.

You will continue to receive notice of special events and meeting dates and times. If you have suggestions for speakers and topics, please call our Program/Social Chairman.

Thanks to all who assisted with the newsletter. Your input is invaluable. If you are interested in submitting an article or in helping with production, please call me. I will be delighted to hear from you.

publish an Occupational Survey containing everything you want to know about our profession's status in the workplace. LPA also strongly promotes continuing education which improves our members, increases their self esteem, and makes them more valuable employees.

How can we accomplish all this! The officers and the board cannot do it alone. They need the participation of each and every one of you. So, get out of the closet and make yourself known! Take pride in your Association! Enjoy the prestige of membership, its recognition and the organization's association with the community and legal profession. Seriously consider giving a very small part of yourself by volunteering your time. At most, this will involve only one to three hours per month.

Call me or any member of the board. We will be thrilled to hear from you! A list of officers and board members is printed in the newsletter. You have nothing to lose! On the other hand, you will feel good about yourself and will be benefiting yourself and those around you. Discover what our profession and you are about! Active membership can bring you a phone call away from coasting through a Federal Court filing when not certain of procedures, etc.

Get involved. Let's make it happen together!

# PRESIDENT'S MESSAGE



Gary O. Lavallee

The Lafayette Paralegal Association has planned an exciting 1996-1997 year. I am very excited about LPA's future and our renewal of commitments for the coming year. Our goals comprise a long list, perhaps more than can be accomplished in one year, but goals should never be easily attained.

LPA has an urgent need to determine the desires of its membership. We want and need your input and participation. We are continuing an active involvement with the Lafayette Parish Bar Association by participation in the LPBA Legal Expo and by volunteer staffing of the LPBA library. Continued publication of our newsletter will keep you updated and give you a choice of areas to become actively involved.

Our mentor program is being revived so that Active members may voluntarily assist newly employed Active members and give guidance and general assistance to Associate members. Our Associate members are the Active members of the future.

Our largest fundraiser is the LPA annual raffle which takes place in the fall. The job bank assists members and law firms to locate prospective employment candidates from our membership. Members have indicated a desire for meetings with a mix of social and speaker agendas. We extend an invitation to members and others in the legal community to attend our meetings, enjoy social occasions, network with other paralegals, and share current information of interest in our profession.

For the first time since 1991, LPA will prepare and

## Welcome New Members

We extend our welcome to the following new members:

<u>Active</u>		<u>Associate</u>	
Dawn Hebert	Rebecca Allain	Lisa Carpenter	
Tiffany Cooley	Stacey Hoffpauir	Emma Jones	
	Glenn Jones	Wayne Lemoine	
	Sheila Romero	Hollie Sibille	
	Ladocie Simons	Mitzie Smith	
	Laura Walker		

## Membership Packets

Members will be receiving their membership packets containing a list of members and their addresses and a membership certificate. For further information, please contact membership chairperson, **Kathy Dempsy at (318) 233-0300.**

Membership:	Active	26
	Associate	19
	Sustaining	4
		<hr/>
Total Membership:		52

## Sustaining Members

Thanks to our sustaining members for their continued support.

Allen & Gooch	Piccione & Piccione
Remington College	Saloom & Saloom

# Paralegal Profile

Kaye A. Pooler



Working toward perfection is something that I have always done. If I had only known that I could have been an attorney, I would have done so. However, I was encouraged to follow the traditional path of women and find a "nice little job" that would coincide with the life of a wife and mother. Thus, I obtained my degree in math and accounting so that I could work around the schedules of my family. Following college, I worked as accounting supervisor for the new J. C. Penney Company here in Lafayette. Two years later, after the birth of my second child, I was able to resign that position to stay home with my children until my baby entered kindertarten. By that time, our oilfield service company was doing well, so I handled the accounting for that business while I worked around the kids' school schedules. Then the oilfield bust!

A dear friend of ours needed a paralegal typist and I needed a job, since both of my children were in private school! Needless to say, that did not last long. I quickly tired of that position (and lack of challenge!) and was promoted to a secretarial position working for a junior associate. Soon thereafter, I moved up to a permanent secretarial position with a partner in the firm. Seeing the opportunity and creativity that the paralegals enjoyed, I enrolled in a correspondence course with The Paralegal Institute from Phoenix, Arizona, to earn credentials for that position. I also undertook studies locally to become a Notary. Sadly, when I completed my studies, my firm had no paralegal positions available. I chose to leave that comfort zone and move on. I obtained a paralegal position with a local firm that was willing to work with a "novice." However, with the training I had obtained from my former boss, it was not difficult to become efficient and proficient in my job. From there, I sought and gained full time employment at a larger firm, working for two senior partners. I loved every minute. My abilities were used and appreciated and I did a good job, except for the self-imposed stress!

As we all know, paralegals have a tendency towards perfection. When you have many projects going on at the same time, most of us stay until they are done, leaving little personal time. Evaluating that situation, and with my husband's working his consulting business from home,

I realized that I could do the same. You see, I was introduced to a nutritional product in January of 1995 that changed the path of my life. I soon found the nutrition gave me the energy and stamina that I thought were gone forever. I also learned that I could share the product with others and earn money while building a business through networking (which we do every day as paralegals). I was able to resign my full time position at the law firm, work my business, and the bonus is that I am doing freelance paralegal work.

I do mostly trial work (which I love) and am able to assist attorneys who cannot support a full time paralegal staff. I also work to assist firms and individual attorneys whose staff is overloaded and not able to carry the extra load that a large case will impose. Working both from home, (deposition summaries, contacting witnesses, writing letters to clients, etc.) and from the office when getting closer to the trial date, preparing motions, memorandum, subpoenas, and exhibits, etc., I still have some of both worlds.

While I am still working out the kinks and have to learn to market my services, I think I am on to something. I work hard to keep up my association with other paralegals and professionals in the field, as I feel that is very important. I feel that I am a unique individual in a unique position that is not afforded to many. I never thought that I would be a trail blazer but it looks like I am. In the future, I am looking at the possibility of working with other paralegals who may be looking for an aternative to that 8 to 5 (or 7 to 10) schedule in an office every day. The challenge, however, will be to keep professionalism and credibility in the forefront. College degrees, experience in the field, and certification are very important. I feel we must strive for excellence and, if we do, respect and confidence from those to whom we provide service will follow.

I will let you know how it goes. From here, the future looks great!

## LPA Raffle

It is time for LPA's annual fundraiser. Prizes are being obtained from local merchants who generously donate each year to LPA. We encourage each member to participate by obtaining prizes and selling raffle tickets.

The raffle is LPA's largest fundraiser. The drawing will be held in late October. Tickets will be mailed to you in September.

More information may be obtained by calling Stephanie Landry at (318) 232-7424.

## Change of Address

If your home address or place of employment has changed, please complete the following form and mail to:  
LPA, c/o Kathy Dempsey, Post Office Box 2775, Lafayette, LA 70502

Name \_\_\_\_\_ Phone: Home \_\_\_\_\_ Office \_\_\_\_\_

New Address \_\_\_\_\_

New Employer \_\_\_\_\_

## LPA Luncheon Begins 1996-97 Year

The Petroleum Club of Lafayette was the site for LPA's first meeting of the 1996-97 year. In addition to LPA members, the meeting was attended by paralegal students, instructors, attorneys, and persons interested in the paralegal profession.

Honored guest was former City Court Judge, Kaliste J. Saloom, Jr. Participants enjoyed time to socialize, to exchange ideas and advice, and to share a delicious meal.



Students of Remington College attend luncheon meeting. Pictured second from left on front row is Stacey Hoffpauir, instructor and chair of LPA's Mentor Program.



Past President, Stacey Carnahan, shows her new baby to Kaye Pooler.



Stephanie Landry and Gary Lavallee enjoy themselves at LPA luncheon meeting.

## Paula Woodruff Speaks to LPA

Family Law was the subject of local attorney, Paula Woodruff's dynamic presentation at the LPA meeting held June 25 at the Onebane Firm.

Ms. Woodruff gave an overview of family law in Louisiana, including recent changes in the law and the increased use of family courts and mediation.

## Judge Douglas J. Saloom Speaks to LPA

LPA's May luncheon meeting was held Friday, May 31, at the Petroleum Club of Lafayette.

Guest speaker was The Honorable Douglas J. Saloom, Judge of the Lafayette City Court. Judge Saloom spoke about the function of the City Court and the types of cases generally brought before the Court. He also provided insight into the paralegal's role in preparing a case for hearing in City Court.



Earl "Nickey" Picard, Deputy Francis Fontenot, Kaliste J. Saloom, III, and Judge Kaliste J. Saloom, Jr.

## city court Unlocked

On July 24, the LPA monthly meeting was held at Lafayette City Court. City Marshall Earl "Nicky" Picard spoke to those in attendance about the establishment, growth, and jurisdiction of the City Court, the duties of the City Marshall and his deputies, procedure when requesting warrants, instituting eviction proceedings, seizure of property, and other matters which fall under the jurisdiction of the City Court.

Members were given a tour of the City Court offices, judges' chambers, and courtroom conducted by Marshall Picard and Deputy Francis Fontenot.



Charles King and Al Thomas welcome members and guests.

## Louisiana State Paralegal Association Annual Meeting and CLE Seminar

Shreveport, Louisiana, will be the site of LSPA's Annual Meeting to be held September 13 and 14, 1996, at the Isle of Capri Hotel. The meeting begins at 8:30 a.m. until 12 noon with election of District Officers.

The CLE seminar, "Symposium of Litigation in Louisiana," being co-sponsored by the Shreveport Bar Association, begins at 1:15 p.m. Topics include, Trial Evidence - Witnesses, Opinions and Expert Testimony; Americans with Disabilities Act of 1990; Discovery and Federal Rules, Avoiding Sanctions; Legal Research and Writing; Document Control and Organizational Techniques.

Speakers include The Honorable Scott Crichton, Judge of the First Judicial District Court, Caddo Parish, Louisiana; The Honorable Roy S. Payne, United States Magistrate Judge, Western District Court, Shreveport Division; Mr. Brian F. Blackwell, Attorney; Ms. Jean Drew, Staff Attorney with the Second Circuit Court of Appeal; Ms. Billie Bacle, CLA; and Edward Mauri, LCI.

Registration information may be obtained by calling Virginia H. Lewis, CLA at (318) 861-7737.

## NALA Convention in New Orleans

New Orleans was the site of the 21st annual meeting of the National Association of Legal Assistants, Inc., held July 17 through 20. Lafayette Paralegal Association assisted the Louisiana State Paralegal Association in hosting a hospitality event.

CLE seminars were offered on ethics, constitutional law, intellectual property, litigating high profile criminal actions, defending public entities, assisting at trial, advances in legal research, and technology tools for the '90s. Reports were given on the status of voluntary certification offered by California, Florida, Texas, and Louisiana.

The 22nd Annual Meeting and Seminar will be held during the summer of 1997 in Washington, D.C.

For more information on attending the next annual meeting, becoming a NALA member, or subscribing to its journal, Facts & Findings, please call Jessie Cormier at (318) 266-1194.

### Paralegal Occupational Survey

Lafayette Paralegal Association will survey its members regarding occupation and compensation issues. The information will be compiled and available to members for \$5. The cost to non-members has not been determined.

For more information, please contact chairperson Martha LeJeune at (318) 235-7508.

## Become a Member of Louisiana State Paralegal Association

The Louisiana State Paralegal Association invites you to join with other paralegals throughout the state for the opportunity to network and keep up-to-date on current statewide news of interest to our profession.

Among the reasons for joining LSPA are: Continuing legal education through seminars and workshops, quarterly newsletter, statewide job bank, scholarships, legislative lobbying committee, and professional enhancement.

For further information on LSPA, a membership application, and the latest copy of the LSPA newsletter contact: Wendy Wilson, LSPA District II Director, c/o Liskow & Lewis, P.O. Box 52008, Lafayette, LA 70505 (318) 232-7424 or Fax (318) 267-2399.

## Paralegal Job Bank

The Lafayette Paralegal Association maintains a job bank service available to all LPA members seeking part time, temporary, or contract paralegal positions. Each year LPA sends a letter to every attorney/firm in the Lafayette area informing them of this service.

The job bank is confidential! LPA members may obtain information regarding available positions by contacting the Job Bank Chairperson. An employer seeking a paralegal may not be given the names of job bank applicants. As positions become available, the Job Bank Chairperson will contact applicants meeting an employer's job qualifications.

LPA would like to assist its members and the legal community in filling available paralegal positions. We encourage all members seeking a position to fill out the application and return it along with a resume' to: Cheryl Myers, Job Bank Chairperson, Lafayette Paralegal Association, Post Office Drawer 2908, Lafayette, Louisiana 70502.

Name \_\_\_\_\_

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

Phone: Home \_\_\_\_\_ Work \_\_\_\_\_

Paralegal Certificate: Yes \_\_\_\_\_ No \_\_\_\_\_

ABA approved: Yes \_\_\_\_\_ No \_\_\_\_\_

Institution: \_\_\_\_\_

Paralegal Experience: \_\_\_\_\_ Years: \_\_\_\_\_

Area(s) of Specialty: \_\_\_\_\_

College Degree: \_\_\_\_\_ Major: \_\_\_\_\_

Institution: \_\_\_\_\_

Special Skills: \_\_\_\_\_

## Study Group for CLA® AND LCP®

Are you interested in becoming a CLA and LCP? If so, would a study group benefit your preparation?

LPA is considering forming a permanent study group to assist its members in preparing for the CLA and LCP examinations. The group will meet at least once a month at a regularly designated time and date. A different examination topic will be covered at each session with a schedule prepared and available for distribution.

Participation will be on an as-needed basis. Persons interested in refreshing or updating their knowledge in a particular area of law may also attend. The only requirement for participation is membership in LPA.

If you think this will be of benefit to you and are interested in attending the study group, please call **Mary Margaret Comeaux at (318) 233-5056**.

### LPA Officers and Committee Chairpersons for 1996-1997

Gary O. Lavallee, President .....	233-3033
Kathy Dempsey, Vice President .....	233-0300
Michelle Moran, Secretary .....	234-2355
Al Thomas, Treasurer .....	233-2247
Martha M. LeJeune, Occupational Survey .....	235-7508
Kaye A. Pooler, Program/Social Chairman .....	984-7751
Cheryl E. Meyers, Job Bank .....	237-5056
Mary Margaret Comeaux, Newsletter .....	233-5056

## Calendar of Events

- Aug. 29      Luncheon Meeting  
Petroleum Club of Lafayette  
Time: 11:30 social; 12:10 meeting  
Speakers: Jessie Cormier & Lupe Acosta  
Topic: La. Certified Paralegal Exam
  
- Sept. 12     Paralegal Week Social  
Petroleum Club of Lafayette  
Time: 5:00 - 7:00 p.m.  
(no monthly meeting)
  
- Sept. 13 & 14 Louisiana State Paralegal Association  
Annual Meeting and CLE Seminar  
Shreveport, Louisiana
  
- Oct.          Meeting - TBA  
Speaker: Davy L. Bernard, Ph.D.  
Topic: Accident Reconstruction
  
- Nov. 19      Meeting  
Allen & Gooch  
Time: 5:30 p.m.  
Speaker: Randall K. Theunissen  
Topic: Federal & State Litigation
  
- Dec.          Christmas Social - TBA

Contact **Kaye Pooler at (318) 984-7751** with questions or if you have suggestions for meeting speakers and topics.

### Law Library Volunteers

The Lafayette Parish Bar Association has requested volunteer help with monitoring the Law Library on Tuesday evenings and Saturday morning and in daily shelving and maintaining publications. To volunteer, please call the **Lafayette Parish Law Library at (318) 237-4700** or **Gary Lavallee at (318) 233-3033**.

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## Lafayette Paralegal Association

P. O. Box 2775  
Lafayette, LA 70502