



# Letter of the Law

June/July 2022

El Paso Association of Legal Professionals

## MESSAGE FROM THE PRESIDENT



### Welcome Members!

I am honored to step into the role of President this year, following in the footsteps of Rachel Scott and the extraordinary people who have served the Association over the past several years.

As we move into a new year, I would like to thank the 2021-2022 Board of Directors for their dedication, service and leadership over the past year, as well as to all of our members for giving of their time and talents to make the year a success. The participation of the members is a testament to the resilience and fortitude of the remarkable people who make up our Association.

Despite the uncertainties and obstacles that arose throughout the pandemic over the last couple of years, EPALP has stood the test of time and we were able to meet our goals of completing the Legal Directory and providing continued support to the community by giving of our time and various donations. And, I hope to keep that trend going throughout this year.

As I look ahead to the upcoming year and the challenges ahead, I would like to share one of my favorite adages: *“Some people don’t have the good sense to see how talented we are.”* There is tremendous power in the size of our membership and the many talents our members bring to this organization. Through our collective action, I am confident we can fulfill our mission and truly be better leaders in our community.

I hope you will take some time to read and learn more about the amazing individuals that comprise the 2022-2023 Board of Directors. I am thrilled to be working with such an exceptional group of leaders and hope that every member chooses to step up and join us in the months ahead.

Carol R. Gutierrez, PLS



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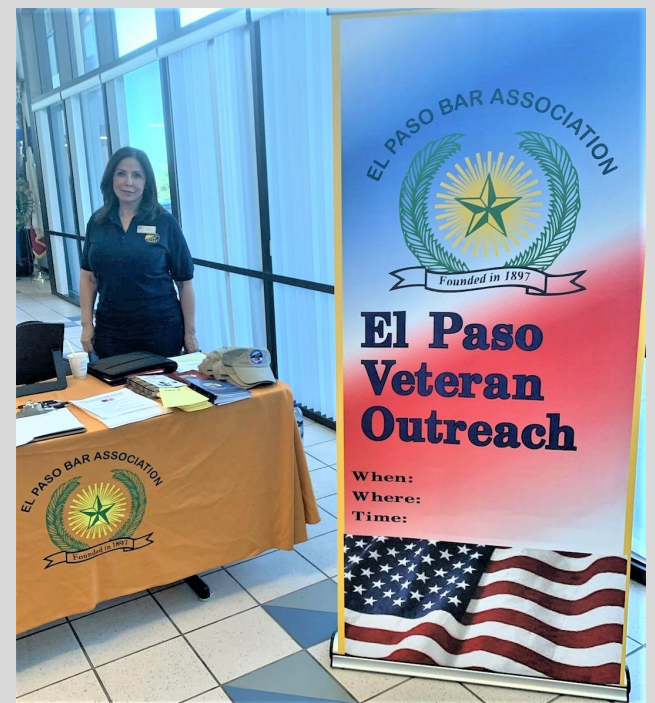
If you know of any events we should share, **please let us know!**



**May 11, 2022**—The 54th Installation Ceremony of the El Paso Association of Legal Professionals took place at Anson 11. Officers were installed by ScottHulse shareholder Francisco J. Ortega.



**May 21, 2022**—EPALP members volunteer at the El Paso Bar Association’s Free Legal Clinic For All Veterans Event. The clinic provided free consultations for local veterans, active duty personnel and their family members.







**June 8, 2022**—June’s education meeting brought Sean White of Kemp Smith LLP to the speaker’s podium. Mr. White discussed the importance of organization skills, effective communication, and professionalism in the workplace.



**June 11, 2022**—EPALP Executive Committee Retreat was held at ScottHulse. The retreat allowed members to network and share ideas.



# JULY EDUCATION MEETING

## Appellate Briefs for Dummies



**Topic:** Appellate Briefs for Dummies

**When:** July, 13, 2022

**Where:** Anson 11

**Time:** 12 PM

Please RSVP to Mary Reyes at [mary.reyes@kempsmith.com](mailto:mary.reyes@kempsmith.com) by July 11, 2022.

## Kirk Cooper Antuña

Cooper Appeals, PLLC

Kirk Cooper is the founder and principal attorney at Cooper Appeals, P.L.L.C., a boutique appellate litigation firm based in El Paso ([cooperappeals.com](http://cooperappeals.com)). He provides direct representation to clients in civil and criminal appeals in all Texas appellate courts, and he serves as a supporting member of trial teams in plaintiff-side personal injury cases, employment disputes, commercial litigation, and criminal trials/post-conviction proceedings, particularly those involving collateral immigration consequences.

Kirk is board certified in civil appellate law by the Texas Board of Legal Specialization. He was named El Paso's Outstanding Young Lawyer of 2017 and he has twice received the Trial & Appellate Advocate Award from the Texas Young Lawyers Association.

Previously, Kirk served as a staff attorney for nearly nine years at the Eighth Court of Appeals in El Paso, beginning as a clerk to now-Chief Justice Yvonne Rodriguez. Most recently, he provided general counsel, emergency docket management, and day-to-day operational oversight as the Court's chief staff attorney during the COVID-19 pandemic.

He currently serves on the El Paso Bar Association Board of Directors and the Texas Bar Journal Board of Editors



## MINUTES AND COMMITTEE REPORTS

The minutes of the monthly business and education meetings as well as the treasurer's reports may be found on the EPALP website. Stay in the know and visit the website today! First-time visitors will need to register with the e-mail they used when they joined EPALP. If you need help, please contact Paola Ostos at [post@scotthulse.com](mailto:post@scotthulse.com)

## THE LETTER OF THE LAW ARCHIVES

Did you know that the EPALP website has a newsletter archive? Visit our new and improved website to see what else is available to you in the "Members Only" section.

[www.epalp.org](http://www.epalp.org)



## AUGUST EDUCATION MEETING

**Speaker:** Dan Hernandez  
Ray, Pena, McChristian, P.C.

**Topic:** How to work up a Litigation File

**Date:** August 11, 2022

**Location:** Anson Eleven

**Time:** 12PM

Please RSVP to Mary Reyes at [mary.reyes@kempsmith.com](mailto:mary.reyes@kempsmith.com)



**NATIONAL ASSOCIATION FOR  
LEGAL SUPPORT PROFESSIONALS**  
Charlotte, NC 📅 Sept. 15-17, 2022

## Vendor Registration Open

Showcase your company to a national audience of legal support professionals by exhibiting and sponsoring. There are a variety of options available or we can work with you to create a custom package that meets your marketing goals. [View options](#) or contact [Mark](#) to discuss the possibilities!

## Seeking Educational Speakers

Share your expertise by presenting a breakout or keynote session. Submit a [Call for Presentations](#) form today to be considered!

*For more information please visit*  
[https://www.nals.org/  
page/2022conference](https://www.nals.org/page/2022conference)



**SAVE THE DATE**  
Texas ALP - Fall Board Meeting

Hosted by El Paso ALP

**October 14-15, 2022**

**El Paso - Celebrating the  
Spirit of Texas for 441 Years!**

El Paso is currently working on details to bring you a Fall Conference via zoom that will continue to celebrate Texas and Lone Star Law. Mark your calendars for October 14-15, 2022!

**2022 Fall Board Meeting**



Hello Members,

Big news! I am thrilled to announce the kick-off of our Membership Contest. The goal is to bring in new members. We know that new members means more ideas and making those ideas happen. The membership contest will run through March 31, 2023. Please send your points to me by the submission deadline. The more points you can secure, the better chance you have of scoring some cash! Are you ready for it?

**Monica Acuña**  
**Vice President 2022-23**

## **EPALP Membership Contest**

### **2022 - 2023**

#### **2 Points**

- Post a Chapter picture on the EPALP website
- Post a Chapter picture on FB
- Provide an article for The Letter of the Law
- Submit a “Brag” for the Texas Docket

#### **5 Points**

- Each new individual member recruited
- Each new student member recruited
- Each new Company member recruited
- Each new Associate member recruited
- Each new Secondary member recruited

#### **20 Bonus Points**

- Chair a vacant committee
- Attend the Texas ALP Fall Board Meeting
- Obtain a NALS certification

#### **Answer the trivia questions:**

- In what year did the El Paso chapter receive its charter?
- Who is the President of Texas ALP and what is her Chapter affiliation?
- Who is the NALS President and why is her term of office different from prior NALS' presidents?
- Where will the 2022 NALS National Conference be held

#### **Prizes**

1st Place - \$200  
2nd Place - \$100



## Texas ALP Membership Campaign 2022 - 2023

### MEMBER AND CHAPTER NEWS

New Membership Campaign for 2022 - 2023!  
Join in the fun and earn points toward prizes!  
Campaign runs May 1, 2022 through March 31, 2023

*—See below for rules—*

Submit your activit(y/ies) as you go or  
By the submission deadline of March 31, 2023

Questions? Contact —

Sondra Heugatter, PP, PLS, TSC-CL, TSC-RE  
Texas ALP Membership Chair

Sondra.panam@yahoo.com .: heugatters@att.net

### Texas Association of Legal Professionals 2022-2023 Membership Campaign

New Membership Campaign for 2022 - 2023!

May 1, 2022 through March 31, 2023

(Submission Deadline: March 31, 2023)

#### Member Campaign

##### 2 POINTS

Each new individual member recruited  
Each new student member recruited  
Each past member reclaimed  
Acquiring a new advertiser for The Texas Docket

##### 5 BONUS POINTS

Each article written and published in The Texas Docket  
Supporting a Literacy Program (such as the Barbara Bush Houston Literacy Foundation)

##### 20 SUPER BONUS POINTS

Obtaining a new advertisers for The Texas Docket

##### PRIZES

##### Member Campaign Prizes

1st Place — \$75 · 2nd Place — \$50

#### Chapter Campaign

##### 2 POINTS

Each membership drive (in person or virtually) held  
Each new member the chapter or member brings into the Association  
Each past member the chapter or member reclaims

##### 5 BONUS POINTS

100% retention of chapter membership  
Each brag written and published in The Texas Docket  
Supporting a Literacy Program (such as the Barbara Bush Houston Literacy Foundation) by the chapter

##### 20 SUPER BONUS POINTS

Obtaining a new advertisers for The Texas Docket

##### PRIZES

##### Chapter Campaign Prizes

1st Place — \$100 · 2nd Place — \$75

**Monica, Acuña**

Vice President 2022– 2023

# COMMUNITY RELATIONS CALENDAR

July 11 - August 12, 2022

CASV Donation Drive

## Questions?

Contact Sonia Valencia at [sval@scotthulse.com](mailto:sval@scotthulse.com) for more information on our current or future community relations initiatives.



center against sexual & family violence

## We Need Your Help

The Center Against Sexual & Family Violence is a non-profit organization that has been providing hope to individuals and families in need. They assist by providing guidance and

empowerment to leave unhealthy situations and provide the tools needed for recovery.

Our generous gifts and donations go directly to the those affected and their healing. At the moment they are in need of **hygiene products**.

Starting July 11, 2022 and ending August 12, 2022, you can donate items [here](#). Thank you in advance for your support.

## Celebrating Juneteenth

Juneteenth (June 19, 1865) marks the day when Union federal troops arrived in Galveston, Texas to take control of the state and ensure the freedom of more than 250,000 enslaved people. Although the Emancipation Proclamation was issued two and a half years prior, slavery had remained unaffected in Texas until U.S. General Gordon Granger announced and read the General Orders No. 3 proclaiming freedom for **all** slaves. Celebrations broke out and the following year was the first of what was to become an annual celebration of "Jubilee Day." As people migrated outside of Texas, the Juneteenth traditions spread across the country. Juneteenth officially became a [federal holiday](#) [June 17, 2021](#).



## PRIDE MONTH

Pride month is celebrated in the month of June to honor the 1969 Stonewall Uprising in Manhattan. The Stonewall Uprising was a series of events following a police raid at Stonewall Inn, a popular gay bar in New York City. Word of the Stonewall raid and treatment of its staff and patrons quickly spread throughout the city bringing thousands of protestors to its doors and neighboring streets. The protests that stretched for over six days is considered to be the tipping point for the Gay Liberation Movement in the U.S. Although "Gay Pride Day" was initially celebrated on the last Sunday in June, it soon encompassed month-long series of events.



*Happy  
Birthday*

**JUNE 5  
TERRY  
CASTILLO**

**JULY 1  
THELMA  
MARTINEZ**

**JULY 17  
MARK  
BAEZA**

**JULY 28  
CAROL  
GUTIERREZ**





# The Basics of Certification

Are you thinking about becoming certified? It's easy as 1...,2...,3...

## ALP - Accredited Legal Professional

Requirements (Must have completed one of the following):

- Completion of an accredited business/legal course, or
- One year of general experience

Cost

- NALS Member - \$170
- Non-Member - \$195
- Military - \$135
- Full-time Student - \$135

# 1

## CLP/PLS - Certified Legal Professional / Professional Legal Secretary

Requirements (Must meet one of the following criteria):

- Have a minimum of three years of experience in the legal field
- A partial waiver of three-year legal experience requirement may be granted for post-secondary degrees
- successful completion of the ALP exam
- Military/Law Enforcement service
- Other certifications

Cost

- NALS Member - \$220
- Non-Member - \$245
- Military - \$195
- Full-time Student - \$195

# 2

## PP - Professional Paralegal

Requirements (Must meet one of the following criteria):

- Have a minimum of five years of experience performing paralegal/legal assistant duties
- Hold a bachelor's degree in paralegal studies
- Have graduated from an ABA-approved Paralegal Program
- Have graduated from another accredited paralegal program which consists of a minimum of 60 semester hours and/or 900 clock hours, of which a minimum of 15 semester hours and/or 225 clock hours were in substantive law

Cost

- NALS Member - \$270
- Non-Member - \$295
- Military - \$245
- Full-time Student - \$245
- Current CLP/PLS - \$165

# 3

Please visit the NALS website at [www.nals.org](http://www.nals.org) and click on the certification tab for more detailed information.





## Calling All Members for 2022-23



We Want You, so just say YES and just like that you are part of the Leadership Team for El Paso ALP. No matter what your talents, no matter what your strengths, no matter what your time commitments, there is a place for you on an El Paso ALP committee. We all have our jobs, family commitments, and other interests that keep us busy. So don't forget to make time to continue your own self-improvement through education, networking, and service within our association.

if you want to be part of the El Paso ALP Leadership Team, here is the list of remaining committees looking for a chair.

### YES! I want to be part of the 2022-23 El Paso ALP Leadership Team!!

Name: \_\_\_\_\_  
 Firm: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Telephone: \_\_\_\_\_ E-mail: \_\_\_\_\_

#### I would like to chair the following committee:

Committee	Description
Court Observance	This Committee shall plan and carry out a program for recognizing the NALS' Court Observance Week which is the second full week in October.
Directory	Maintain information for local attorneys for publication in the Association's Legal Directory. Duties include maintaining accurate information and soliciting advertising. Committee is also responsible for providing labels as requested.
Education	This committee shall be responsible for the development and coordination of all continuing education programs of this Association. It shall further be the duty of this committee to provide legal education articles for the newsletter of this Association each month. It is also the responsibility of this committee to coordinate with the Programs Committee in establishing and obtaining speakers at the Membership Meetings of this Association and to provide CLE certificates to be disbursed at all legal education functions (i.e., seminars, day in court, membership meetings).

If you have questions about any committee, please contact EPALP President Carol Gutierrez at [cgut@scotthulse.com](mailto:cgut@scotthulse.com) or 915.546.8340 (office) or 915.355.5509 (cell). I am more than happy to answer any questions.

#### 5 STEPS TO REAL LEADERSHIP



#### Does Leadership Really Matter in Nonprofits?

Does leadership really matter? The executive director of a new foundation asked me that question earlier this year. At first I thought he was joking — after all, helping nonprofits attract and develop passionate and highly skilled leaders is part of what we do at Bridgespan. The back of my business card even says “leadership matters.”

*Read the full text at the link above.*

# EPALP BOARD & COMMITTEE CHAIRS

## OFFICERS



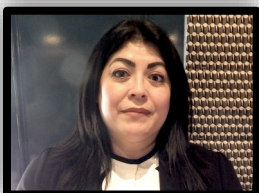
**PRESIDENT**  
Carol R. Gutierrez, PLS  
[cgut@ScottHulse.com](mailto:cgut@ScottHulse.com)



**PRESIDENT-ELECT**  
Sandra L. Ramirez, PLS  
[sram@ScottHulse.com](mailto:sram@ScottHulse.com)



**VICE PRESIDENT**  
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[macuna@mgmsg.com](mailto:macuna@mgmsg.com)



**TREASURER**  
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[calv@ScottHulse.com](mailto:calv@ScottHulse.com)



**SECRETARY**  
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[dcastro250@gmail.com](mailto:dcastro250@gmail.com)



**DIRECTOR**  
Yvette Castillo  
[yvettecas-tillo207@gmail.com](mailto:yvettecas-tillo207@gmail.com)



**PARLIAMENTARIAN**  
Faynell Poe, PP, PLS  
[fpoe@fbknlaw.com](mailto:fpoe@fbknlaw.com)

## EPALP COMMITTEE CHAIRS

<b>Audit:</b>	Cerra Rasberry
<b>Bar Liaison:</b>	Georgina Gallegos
<b>BOY/LPY:</b>	Yvette Castillo
<b>Bylaws/Standing Rules:</b>	Sandi Ramirez, PLS
<b>Certification:</b>	Sandi Ramirez, PLS
<b>Community Relations:</b>	Christina Mendoza
<b>Court Observance:</b>	VACANT
<b>Directory:</b>	VACANT
<b>Education:</b>	VACANT
<b>Employment:</b>	Monica Acuna
<b>Marketing:</b>	Monica Acuna
<b>Membership:</b>	Monica Acuna
<b>Nominations:</b>	Terry Castillo
<b>Newsletter:</b>	Paola Ostos
<b>Programs:</b>	Rachel Scott
<b>Reservations:</b>	Mary Reyes
<b>Scholarship:</b>	Thelma Martinez
<b>Ways &amp; Means:</b>	Barbara Divis
<b>Website:</b>	Paola Ostos

If you learn of any changes to attorney/firm contact information, please e-mail Carol Gutierrez, [cgut@scotthulse.com](mailto:cgut@scotthulse.com).

**STAY CONNECTED** — If you need to change or update your contact information for the Association, please e-mail Membership Chair, Monica Acuna at [macuna@mgmsg.com](mailto:macuna@mgmsg.com).

### ATTENTION MEMBERS !

Do you have an article that you would like to publish? Any tips or information that you would like to share?

If so, publish them in the EPALP Monthly Newsletter, "The Letter of the Law". Send your tips, news, and information to [post@scotthulse.com](mailto:post@scotthulse.com).

*Please consider the environment before printing*