



PARALEGAL DIVISION OF THE STATE BAR OF NEVADA

MEETING MINUTES Wednesday, Sept. 13, 2017

Attending: Conni Hebert, Daniel Maul, Lynda Traves, Bryan Scott, Robert Horne

1. Call to Order (12:19 p.m.)
2. Approval of Minutes from the Board Meeting: July 12, 2016 – Moved/Approved
3. Approval of Profit & Loss for July 2017 – Moved/Approved
4. LVVPA: next meeting is Tuesday, Sept. 19, 2017 at Depo International – Las Vegas
5. SNAP: next meeting is Tuesday, Sept. 19, 2017 at ZoZo's - Reno
6. NALA:
 - NALA has established a new Certified Paralegal exam process beginning in 2018.
 - Deadline to apply for NALA's Jan. 2018 CP exam is Dec. 1, 2017
 - NALA has created new leadership courses starting with Leadership Basics Course
7. NFPA:
 - the NFPA Annual Meeting is scheduled for October 12-15, 2017 in New Orleans, LA
8. NALS:
 - The NALS Annual Education Conference is scheduled for Oct. 4-7, 2017 in Norfolk, VA
9. AAFPE
 - The AAFPE Annual Education Conf. scheduled for Oct. 18-21, 2017 in Albuquerque, NM
10. Discussions:
 - a. **Diversity Project** – Bryan Scott presented an opportunity to the SB-PD to assist with the State Bar's Diversity Project, encouraging its lawyers/employers to voluntarily designate their diversity on the upcoming Bar dues statement, to identify diverse lawyers in their firms, and to help get the word out that the State Bar is undertaking this project; the SB-PD Board will schedule a board meeting to address this project and how we can assist with its efforts.
 - b. **2017 Ethics Course in Reno** – Additional discussion regarding scheduling a two hour CLE on Ethics, to be presented by college professor, Henry Sotelo, and a professional responsibility/licensure topic to be presented by local attorney Lynn; Anna connected with Mr. Sotelo and Ms. Lynn regarding scheduling; Lynda and Anna to discuss and plan further.

- c. **CLE** – Additional discussion regarding recruiting new SB-PD members by offering CLE to its members; obtaining NALA CLE approval for CLE courses by phone or pre-recorded webinars; Carl and Daniel to research our options and plan further.
- d. **Shared Member Directory** – Discussion regarding offering SB-PD members a shared member directory to include our practice areas, for the purpose of sharing resources and networking; Conni to compose an email for Board’s approval that will be circulated to SB-PD members with option to participate; Lynda to create a shared doc for all members.
- e. **Social Event (Las Vegas)** – Discussion regarding planning our next social event for Las Vegas area paralegals for new member recruitment and networking; consider partnering with a local legal vendor to absorb food and drink costs; Conni to contact Litigation Services and HOLO Discovery to determine if the vendor can sponsor the event to reduce the SB-PD’s food/beverage costs.

11. Next Meeting: **Wednesday, Oct. 11, 2017** at 12:15 p.m.

12. Adjournment (12:46 p.m.)