

2012 CONTINUING LEGAL EDUCATION SEMINAR

for

PARALEGALS AND LEGAL PROFESSIONALS

*Application for CLE Credits pending for
National Federation of Paralegal Associations
and for CLAE Credits for
National Association of Legal Assistants, Inc.*

Friday, February 3, 2012

**Hilton Cincinnati Netherland Plaza
35 West Fifth Street, 4th Floor
Cincinnati, Ohio 45202**

Sponsored by:

**Cincinnati Paralegal Association
P.O. Box 1515
Cincinnati, Ohio 45201
(513) 244-1266
www.cincinnati-paralegals.org
email: cincinnati@cincinnati-paralegals.org**

**2012 CONTINUING LEGAL EDUCATION SEMINAR
AGENDA**

Friday, February 3, 2012

8:30 a.m. to 9:00 a.m. Registration, Vendor Exhibits & Juice & Coffee.

9:00 a.m. to 10:30 a.m. Session I (Choose One)

Session I A Litigation: **eDiscovery and Early Case Assessment Tools**

*Speaker: Jonathan Adams and Rob Adams
Co-Founders of SALIX*

Session I B Real Estate: **Residential Purchase Agreements – The Good, the Bad and the Ugly**

Speaker: Kevin R. Flynn, Attorney-at-Law

10:30 a.m. to 10:45 a.m. Vendor Exhibits

10:45 a.m. to 12:15 p.m. Session II (Choose One)

Session II A Corporate: **Public Records & Document Retrieval**

*Speaker: GINA SHULTZ Account Executive with National
Corporate Research, Ltd., (“NCR”)*

Session II B Probate: **Professionally Handling the Bitterly
Contested Family Lawsuit in Probate Matters**

Speaker: Lewis H. Seiler, Attorney-at-Law

12:15 p.m. to 12:30 p.m. Vendor Exhibits

12:30 p.m. to 1:30 p.m. Lunch

1:30 p.m. to 3:00 p.m. Session III

Session III Ethics: **Ethics Hotline: Most Common Questions**

Speaker: Carl J. Stich Jr, Attorney-at-Law

**3:00 p.m. to 3:15 p.m. Afternoon Break
Door Prizes Awarded**

3:15 p.m. to 4:45 p.m. Session IV

Session IV Professionalism & Substance Abuse

Professionalism: **4 Ways to Practice Law Professionally + 2 More**

Speaker: James R. Adams , Attorney-at-Law

Substance Abuse: **I'm Not An Alcoholic Why Am I Here?**

Speaker: James J. Slattery, Jr., Attorney-at-Law

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REGISTRATION FORM

REGISTRATION AND FULL PAYMENT MUST BE RECEIVED BY January 20, 2012

Name:	Telephone No.:
Firm/School:	Fax No.:
Mailing Address:	Email:
	Are you a CPA Member? [] Y [] N
	Do you have a designation that requires CLE verification? [] Y [] N
If student, indicate paralegal school:	

Indicate which sessions you will be attending:

Session I (Choose one) 9:00 a.m. ___ I A Litigation ___ I B Real Estate	Session II (Choose one) 10:45 a.m. ___ II A Corporate ___ II B Probate
Session III 1:30 p.m. ___ III Ethics	Session IV 3:15 p.m. ___ IV Professionalism & Substance Abuse

___ Luncheon only 12:30 – 1:30 p.m.

Fee Schedule

<u>Member</u>		<u>Nonmember</u>	
Full Day (including luncheon)	\$ 150.00	Full Day (including luncheon)	\$ 175.00
Two Sessions (including luncheon)	\$ 100.00	Two Sessions (including luncheon)	\$ 125.00
Luncheon only	\$ 25.00	Luncheon only	\$ 25.00

Checks should be made payable to: Cincinnati Paralegal Association.

Final registration deadline is January 20, 2012.

Mail Registration to: Kathleen M. Grote, 2012 Spring Seminar, c/o Taft, Stettinius & Hollister, 425 Walnut Street, Suite 1800, Cincinnati, Ohio 45202 Fax number (513) 381-0205.

Refund Policy: We understand that your schedule may change and prevent you from attending this seminar. Substitutions are always acceptable, but if you find you must cancel your registration, a full refund will only be issued if we receive notification before January 20, 2012.

If you have questions regarding the Seminar, please call Venessa Wickline at (513) 762-1409 or e-mail her at firstvp@cincinnati-paralegals.com.

If you have any special dietary needs or needs addressed by the Americans with Disabilities Act, please contact Kathleen M. Grote by January 20, 2012. She can be reached at (513) 357-9407 or grote@taftlaw.com.

COURSE DESCRIPTIONS

LITIGATION: eDiscovery and Early Case Assessment Tools: In December of 2007, the Federal courts began operating under Rules of Civil Procedure designed to address the complexities of Electronically Stored Information (ESI). Studies and surveys conducted over the last 18 months suggest that over 65% of organizations are unprepared for e-discovery. This presentation will help prepare attendees for the inevitable challenges that are going to be facing you and your clients. We will also address how Early Case Assessment Tools can help cost effectively manage the complexity involving in cases involving ESI. The goal is to explain the concepts and processes involved in this type of Electronic Discovery in an easy to understand and informative hour.

REAL ESTATE: Residential Purchase Agreements – The Good, the Bad and the Ugly: Reviewing the contract, seller's perspective, buyer's perspective and inspection issues.

CORPORATE: Public Records & Document Retrieval: Where do you begin when requested to locate public record documents? This presentation covers the basics by defining the public records frequently needed by paralegals in a variety of practice areas and provides some practical resources for getting the information needed quickly and efficiently. Definitions will be provided on corporate documents, UCC's, liens, and real estate records, including what can be found online and how states differ in availability of information. Various court records, government agency records and legislative history information are also discussed. Differences between US and international public records are explained and an introduction to the Document Authentication/Legalization/Apostille process is provided.

PROBATE: Professionally Handling the Bitterly Contested Family Lawsuit in Probate Matters: Understanding professionalism under the Ohio Rules. Mom always liked you best: cooling the interfamily squabble

ETHICS: Ethics Hotline: Most Common Questions This session will address the most common issues presented to the Cincinnati Bar Association Ethics Hotline, and discuss the resources available for anyone with an ethics question. The discussion will also cover issues arising from restrictions on the unauthorized practice of law.

PROFESSIONALISM: 4 Ways to Practice Law Professionally + 2 More: will focus on day-to-day legal professionalism issues and how those could or should be addressed.

SUBSTANCE ABUSE: I'm Not An Alcoholic Why Am I Here? Members of the paralegal profession are faced with the same time driven result oriented pressures of lawyers. Additionally, paralegals have to deal with lawyers, some pleasant to work with and some not so. This session will discuss the Lawyers Assistance Committee function in dealing with substance abuse and depression and the services available to paralegals, as members of the legal profession.

FACULTY

ROB ADAMS is the co-founder of SALIX and is responsible for building one of the most robust E-Discovery & Forensic Data Collection Practices in the Midwest. In addition to his certifications, Rob has worked with some of the world's leading corporations and law firms in helping them prepare for and implement strategies to effectively manage issues involving electronically stored information (ESI). With over 15 years of experience in PC, Network, Email Management, and Security Technologies, he has proven time and again to be a credible expert witness when deposed. Rob has written several articles on the topics of ESI and Forensic Data Collection and is a sought-out speaker on these topics at law firms and Bar Associations throughout the region.

JONATHAN ADAMS is the co-founder and President of SALIX. SALIX is the leading records management and litigation support company in the region. Having a workforce of over 100 people in 5 locations and over 2,500 customers, SALIX has become one of the preeminent leaders in helping organizations leverage information to meet core objectives- not just implementing technology for technology's sake. Jonathan has been involved with records management for over 13 years and is a past President of the Great Cincinnati Chapter of ARMA (formerly the Association of Records Managers and Administrators). His experience in litigation support and records management gives him a unique perspective into the challenges that face today's legal counsels with respect to litigation and technology.

JAMES R. ADAMS, ATTORNEY-AT-LAW is retired counsel at Frost Brown Todd. Jim practiced in the litigation area and represented clients in a wide variety of complex civil business and commercial litigation with particular emphasis on accounting malpractice, securities fraud, class actions, antitrust, mass torts and related complex litigation.

KEVIN R. FLYNN, ATTORNEY-AT-LAW is of counsel with Griffin Fletcher & Herndon LLP. Kevin's law practice focuses on real estate financing, residential and commercial sale transactions and condominium development. Kevin has been an adjunct professor at the University of Cincinnati, College of Law, for more than eighteen years teaching the upper level course in Real Estate Transactions.

Kevin obtained his J.D. from the University of Cincinnati in 1987, Order of the Coif, Delta Theta Phi, and earned a B.A., cum laude, in 1983 from the University of Cincinnati. Kevin is a member of the Cincinnati and Ohio State Bar Associations.

GINA SHULTZ is an Account Executive with **National Corporate Research, Ltd.**, ("NCR"), a leading provider of nationwide registered agent, filing, research and library services. Her responsibilities at NCR include territory account management for the Midwestern region of the United States including Pennsylvania, Ohio, Michigan, Missouri and Kentucky. Her areas of expertise include UCC search and filing services, statutory representation services and corporate services, including general corporate filings and nationwide public record document retrieval.

Ms. Shultz has more than thirteen years of experience in the legal service/public records industry. She has developed and delivered presentations to attorneys, paralegals and law librarians on topics related to nationwide filing requirements and retrieval of public record documents. She has provided "in-house" training at many law firms, financial institutions, and companies on the intricacies of Revised Article 9 of the Uniform Commercial Code and other corporate law-related practicalities.

Ms. Shultz is a sustaining member of a variety of local paralegal associations including the Cincinnati Paralegal Association. She holds a Paralegal Certificate from the American Institute for Paralegal Studies and earned her Bachelors degree in Political Science from the Honors Tutorial College of Ohio University in Athens, Ohio. With a strong personal interest in education, she also holds a teaching credential from the American Montessori Society.

LEWIS H. SEILER, ATTORNEY-AT-LAW Obtained his J.D. from Case Western Reserve University, Cleveland, Ohio, in 1979. Mr. Seiler is licensed to practice before the Supreme Court of Ohio, Supreme Court of Kentucky, The State of Maine, United States Court of Appeals for the 6th Circuit, U.S. District Court for the Southern District of Ohio and U.S. District Court for the Eastern District of Kentucky. Mr. Seiler has been in private practice since 1982 after several years of being the staff attorney for Pro-Seniors.

JAMES J. SLATTERY, JR., ATTORNEY-AT-LAW graduated from Xavier University with a BS degree in 1968 and the University of Cincinnati College of Law with a Juris Doctorate in 1971. He was admitted to practice in Ohio in 1971, the U.S. Court of Military Appeals in 1972, and the U.S. District Court for the Southern District of Ohio in 1975. Mr. Slattery was an officer on active duty with the Marine Corps from 1971 to 1974, where he served as a defense counsel, prosecutor, and military judge. From 1974 to 1994, he was engaged in the private practice of law in Cincinnati with a multi-county practice in both state and federal courts representing plaintiffs and defendants in civil litigation. Since 1996, he has been a frequent lecturer on the issue of substance abuse.

CARL J. STICH JR, ATTORNEY-AT-LAW has been a trial lawyer in Cincinnati since 1980, with a practice focused on civil litigation, and an emphasis on commercial disputes and insurance coverage. Carl has tried cases arising from disputes over contracts, insurance coverage, legal malpractice, employment discrimination, real estate, securities, banking, personal injuries, and other matters. He has argued in the appellate courts of Kentucky and Ohio, the Ohio Supreme Court, and the Sixth Circuit Court of Appeals. He is vice-chairman of the Ethics Committee of the Cincinnati Bar Association, and a former member of the Supreme Court Commission on the Unauthorized Practice of Law.