

# The Tickler



A Monthly Publication of Douglas-Carson Legal Professionals

September 2024

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I hope everyone had a great summer. Did you remember to send our [Editor, Dee Beardsley](#) something about your summer vacations? We would love to hear about your adventures.

This month our speaker will be our very own Susan Davis, PLS, PP, CLA continuing with Part 2 of the Ethics session from last year. Please join us Wednesday, September 4, 2024, at noon, via ZOOM to hear her presentation.

Paralegals are expected to follow legal ethics similar to what lawyers follow, including confidentiality, professionalism, competency, and honesty. An example of legal ethics for paralegals are:

- Paralegals cannot engage in, encourage, or contribute to any act that could be considered the unauthorized practice of law. This would include making attorney-client relationships, setting fees, giving legal advice, or representing a client in court without authorization from your attorney.
- Paralegals must maintain client confidentiality including not speaking about the client or the case with anyone outside of the office. Even chatting with your attorney at a lunch can cause problems if people around you can hear what you are saying.

I am looking forward to hearing what Susan will share with us.

Maria Nelson, PLS — DCLP President



**DCLP LIVE!!**

**No Reservation Needed**

Via ZOOM **Wednesday, September 4, 2024**

**at 12 p.m.**

No charge for guests.

Meeting ID: 922 280 3023 Passcode: 412889

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The next Lunch Bunch meet up will be on Wednesday, September 11 at noon at Evie's Eatery located at 402 N. Carson Street in Carson City. If you can get away, please join us! No official business or program... Just an opportunity to socialize and catch up with our members.





Douglas-Carson Legal Professionals

Presents

Susan Davis, PP, PLS, CLA

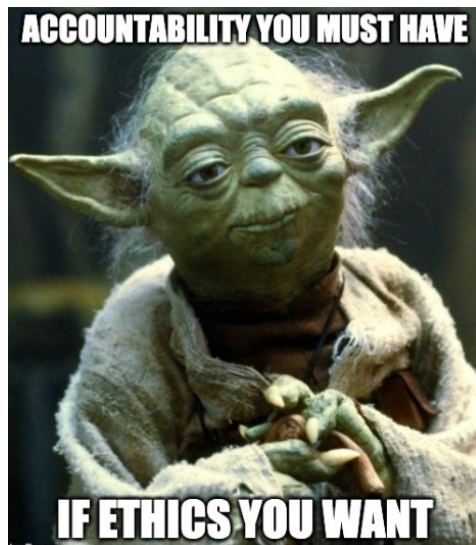
## Ethics Part 2

Susan Davis, PP, PLS, CLA, back by unpopular demand, will be presenting Part 2 of her Ethics presentation on September 4th. This time the focus will be on AI, with the usual added fun ethical scenarios thrown in to engage in some lively discussion.

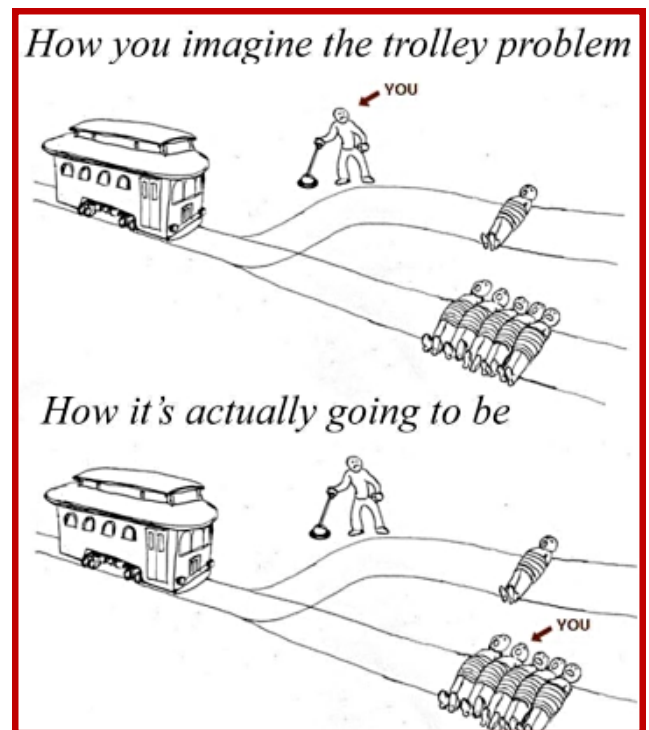
As most of us know, AI has already come into the legal world and has many useful applications. While AI has the potential to bring positive change, AI also invokes legal ethical concerns. AI can be an effective tool to improve the quality of legal services and increase individual access to justice, but AI must operate within the parameters of legal ethics. Note that AI programs cannot give legal advice unless a human lawyer is involved.

The ethical scenario presentation will be interactive in nature and Ms. Davis is looking forward to audience participation. Ms. Davis hopes that you find the presentation fun, engaging, and enlightening! Attendees will need to bring with them his/her active listening skills and some knowledge of legal ethics. Of course, a sense of humor never hurts!

Finally, if you so choose, please have a piece of candy at the ready – there might be a memory game involved!



# ETHICS



## DCLP presents

### Cognitive Fitness



Usage

From Merriam-Webster:

## ethic noun

ethic ('e-thik)

Synonyms of ethic >

1 a : a set of moral principles : a theory or system of moral values

the present-day materialistic *ethic*

an old-fashioned work *ethic*

→ often used in plural but singular or plural in construction

an elaborate *ethics*

Christian *ethics*

b **ethics** ('e-thiks) plural in form but singular or plural in construction : the

principles of conduct governing an individual or a group

professional *ethics*

c : a consciousness of moral importance

forge a conservation *ethic*

d : a guiding philosophy

2 **ethics** plural : a set of moral issues or aspects (such as rightness)

debated the *ethics* of human cloning

3 **ethics** plural in form but singular or plural in construction : the discipline dealing with

what is good and bad and with moral duty and obligation

## Word Search Puzzle for September



Circle the words below in the puzzle above. Words may be forwards, backwards, diagonal, horizontal or vertical. The answer to this puzzle will appear in the October issue of The Tickler.

INTEGRITY	RESPONSIBILITY	PHILOSOPHY
VIRTUES	HONOR	CONSCIENCE
MORAL	WRONG	PRINCIPLES
HONESTY	ETHICS	SOCIETY
FAIRNESS	VALUES	CHOICE

## Ethics vs Morals: Is there a difference?

*Ethics* and *morals* are both used in the plural and are often regarded as synonyms, but there is some distinction in how they are used.

*Morals* often describes one's particular values concerning what is right and what is wrong.

While *ethics* can refer broadly to moral principles, one often sees it applied to questions of correct behavior within a relatively narrow area of activity.

In addition, *morals* usually connotes an element of subjective preference, while *ethics* tends to suggest aspects of universal fairness and the question of whether or not an action is responsible.

## Quiz on the Rule of Law

From The World Justice Project

Answer the following questions:

1. Which U.S. President designated May 1 as Law Day for strategic reasons?
  - A. George Washington
  - B. Woodrow Wilson
  - C. Dwight D. Eisenhower
  - D. Ronald Reagan
2. Which of the following is NOT a core principle of the rule of law?
  - A. Accountability
  - B. Just law
  - C. Accessible and impartial justice
  - D. They all are
3. Confidence in elections is one indicator of strong rule of law. Which country ranks better than the U.S. on this measure in the World Justice Project Rule of Law Index?
  - A. Costa Rica
  - B. Greece
  - C. India
  - D. Japan
4. Which presidential election will the U.S. hold in 2024?
  - A. 50th
  - B. 60th
  - C. 75th
  - D. 100th
5. In which year did the U.S. voting age become 18?
  - A. 1919
  - B. 1939
  - C. 1965
  - D. 1971
6. U.S. lawmakers are divided on whether racial discrimination in elections remains a national concern. How does the U.S. rank on equal treatment overall?
  - A. 12th
  - B. 26th
  - C. 78th
  - D. 106th

## Quiz on the Rule of Law (cont'd)

7. Which U.S. presidential election had the highest turnout since 1900?
  - A. 1968
  - B. 1992
  - C. 2000
  - D. 2020
  
8. After the 2020 Census, 13 states gained or lost electoral votes. Which state has the 2nd most electoral votes?
  - A. California
  - B. Florida
  - C. New York
  - D. Texas
  
9. Which state does not require citizens to register to vote in order to vote?
  - A. Kansas
  - B. Nebraska
  - C. North Dakota
  - D. Maine
  
10. After the 2020 election, what percentage of Americans said people can vote freely without being harassed or pressured?
  - A. 34%
  - B. 58%
  - C. 76%
  - D. 90%

Answers appear on page 7.



## 5 Activities for Professional Development

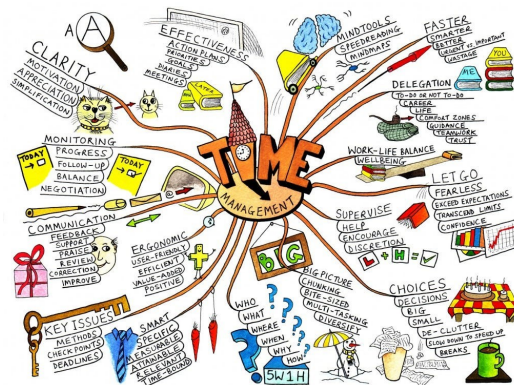
Hopefully, you work for a law firm or legal department where learning and development are woven into its DNA. We're talking about programs or activities that invest in your professional development rather than training needed to perform your job such as classes to learn the firm's new software.

Here are 5 ideas for professional development activities that you can use yourself or suggest to your boss, managing partner or human resources department for the benefit of all:

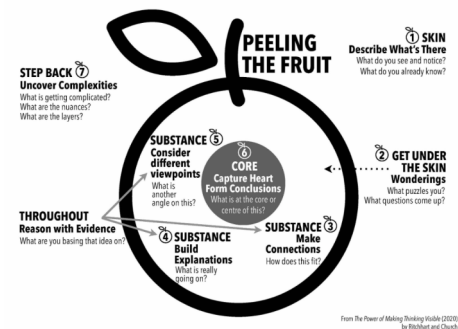
### 1. Visual Thinking Workshops

Visual thinking is a cognitive process that uses elements, like images and diagrams, to help you think, communicate, and problem solve. You may have heard of some of them:

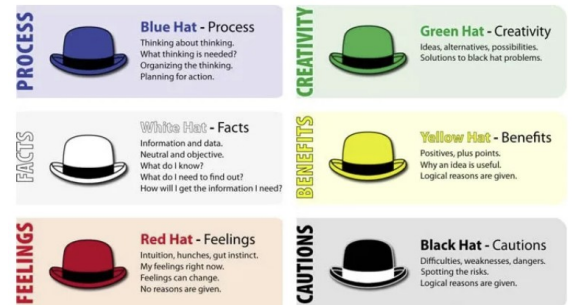
- **Mind Maps** are diagrams to visually organize information branching out from a central concept or viewpoint.  
[Xmind—Mind Map & Brainstorm](#)



- **Peel the Fruit** can be used as a way to organize and map out deep understanding of a complex issue by going from the surface, flesh, and to the core. [Developed by Project Zero at Harvard University.](#)



- **Six Thinking Hats** assists participants by looking at things from a number of different points of view (hats) and [exploring a range of perspectives.](#)



### 2. The Power of Storytelling

Facts are good, but stories are more memorable. This makes storytelling an excellent skill to hone if you want to improve your influence and ability to share information. Storytelling allows you to add an emotional element to anything you share. Organizations like [teambuilding.com](#) offer [storytelling masterclasses](#), or you can look for other storytelling experts to facilitate a workshop.



## 5 Professional Development Activities (cont'd)

### 3. Communication Workshops

Communication is everyone's bread and butter. Clear and persuasive communication skills are key in leadership roles, teamwork, and demonstrating competence, which are vital for career progression.

From writing grammatically correct emails to giving the perfect elevator pitch, a communication workshop can elevate how your colleagues connect and collaborate. There are also a lot of [communication games and activities](#) that you and/or your team could try.



### 4. Conflict Resolution Training

Anyone serious about stepping forward in their career should master the art of conflict resolution. If you know how to deal with challenges and navigate the tricky trail of opposite personalities, you will be a valuable asset to your firm or organization.

There are several conflict resolution activities like [Rotate Debates or AITA](#) that can help your team members understand how to work through conflict.



### 5. Feedback Workshop

Giving feedback is a tricky business. While positive feedback is a great way to motivate people to do even better, negative feedback could lower morale. The bad news is negative feedback is critical for improvement. That's why it's crucial to teach team members how to give it. From the [SBI model to the STAR feedback model](#), there are many ways to drive the right message across while taking care of team morale.



#### Answers to Rule of Law Quiz

- 1C—Lawyer Charles Rhynne convinced Eisenhower in 1958 to designate May 1 as “Law Day” to demonstrate the rule of law as an important contrast to May Day military parades in the communist Soviet bloc.
- 2D—They all are.
- 3A—Costa Rica (20th). US (37th), India (40th). Greece (47th), Japan (49th).
- 4B—60th The first election was in 1789.
- 5D—1971
- 6B—26th
- 7D—2020 More than 66% of eligible voters cast a ballot.
- Average voter turnout is around 60% in a presidential election year and 40% in a midterm election.
- 8D—Texas with 40 electoral votes is second to CA (54).
- Florida (30) and New York (28) are the next most populous states.
- 9D—North Dakota. In 1951 ND state legislature repealed voter registration believing it was unnecessarily bureaucratic. The state only requires valid ID to vote, such as a driver's license, which is checked against a central voter file managed by the Department of Transportation and county auditors.
- 10C—Only 58% of Americans said people can vote freely in the World Justice Project's 2021 general population poll.

## 95TH ANNUAL NALS CONFERENCE



Registration for NALS 95th Annual Legal Education Conference in Portland, OR is now open. The conference will begin the afternoon of Sunday, October 13 and conclude the evening of Tuesday, October 15.

### Education and Networking Schedule \*

	Sunday Oct 13th
	1:00 PM - 5:00 PM
	Monday Oct 14th
	8:00 AM - 5:00 PM
	Tuesday Oct 15th
	8:00 AM - 5:00 PM

\* See detailed schedule on following page.

### Hotel

Hyatt Regency Portland at the Convention Center  
375 NE Holladay Street, Portland, OR 97232

NALS attendees can choose between a standard room for **\$159/night + tax** or **\$174/night + tax** for a room with south-facing city, river, and mountain views. This rate is available through **September 20, 2024**.

The conference will begin the afternoon of Sunday, October 13 and conclude the evening of Tuesday, October 15.

Book 2 nights before or after the conference at the NALS rate (pending hotel availability) to explore the city!

Types of Attendees	Early May 31st - Aug. 18	Standard Aug. 19 - Sept. 15	Late Sept. 16 - Oct. 7	On-site Oct. 13 - 15
<b>Full Conference (Sun., Mon. &amp; Tues.)</b>				
NALS Member	\$420	\$470	\$510	\$530
Non-member	\$520	\$570	\$610	\$630
Student or Retired Member	\$320	\$370	\$410	\$430
<b>One Day Pass (Sun., Mon., or Tues.)</b>				
NALS Member	\$220	\$250	\$280	\$310
Non-member	\$270	\$300	\$330	\$360
Student or Retired Member	\$170	\$200	\$230	\$260
<b>Add-Ons</b>				
Welcome Reception Guest	\$40	\$45	\$50	\$55
Awards Lunch Guest	\$40	\$45	\$50	\$55

# 95TH ANNUAL NALS CONFERENCE—SCHEDULE

View our [conference app](#) to stay up to date on all things conference!

## Sunday, October 13

11:00 AM Registration Open  
to 8:00 PM Deschutes Foyer

1:00 PM Legal Writing for Paralegals and Legal Assistants

3:10 PM They Did What?! Ethical Situations: How to  
Handle Them, and How to Avoid Them

5:30 PM Welcome Reception

1:30 PM E-Discovery & The Digital Law Firm

Or

1:30 PM Overview of Native American Culture and Laws  
Affecting Native American Tribes

3:00 PM Construction Litigation with Anderson Beals

Or

3:00 PM Legal Tech & AI: “What You Need to Know”

4:15 PM Electronic Notarization, Compliance, and the  
Changing Landscape of Fraud

Or

4:15 PM Sharpening the Axe: Mindfulness,  
Professionalism, and Showing Up as the  
Professionals We Want to Be.

7:00 PM NALS Foundation Event

## Monday, October 14

7:30 AM Registration Open  
to 5:30 PM Deschutes Foyer

8:00 AM Two People Separated by a Common  
Language—Communication Styles

9:45 AM Immigration Hot Topics

Or

9:45 AM You’ve Been Served...Liability Risks and  
Mitigation Strategies When Hiring and Using a  
Process Server

11:00 AM Inside the Attorney Disciplinary System

Or

11:00 AM Weaving the Web: Integrating Digital Forensics  
into Legal Case Management

## Tuesday, October 15

7:30 AM Registration Open  
to 5:30 PM Deschutes Foyer

8:00 AM Relating to Difference

9:15 AM Introducing Licensed Paralegals in Oregon

Or

9:15 AM Talk Softly and Carry a Big Stick: Options for  
Businesses in Financial Distress

## 95TH ANNUAL NALS CONFERENCE—SCHEDULE (cont'd)

View our [conference app](#) to stay up to date on all things conference!

### Tuesday, October 15 (cont'd)

10:45 AM CYA from the CTA (Corporate Transparency Act):  
It Affects ALL Businesses and the Attorneys/  
Paralegals that Form Them

Or

10:45 AM Tribal Courts, Indian Law, and Native Culture  
Relevant to the Practice of Law

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1:30 PM Guardianships: Creation and Transfer Among the  
States

Or

1:30 PM Lessons from Lasso: Ethics, Emotional  
Intelligence and Leadership

---

3:00 PM A Holistic Approach to Estate Planning

Or

3:00 PM My Path to Freelance

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4:15 PM Closing Keynote

### THINGS TO DO IN PORTLAND

**Pioneer Courthouse Square**, 701 SW 6th Avenue

Affectionately known as Portland's living room. Located in the heart of downtown.

**Powell's City of Books**, 1005 W Burnside St.

One of the largest independent bookstores in the world, three stories tall and taking up an entire city block. Nearly daily events. Lots of famous writers have left their signature on one of the pillars inside.

**Washington Park**, 611 SW Kingston Avenue

Explore the 12 acres of architecturally stunning Japanese gardens and take part in a traditional tea ceremony at the Kashintei Tea House.

**Portland Aerial Tram**, 3303 SW Bond Avenue

Take a 4 minute-long ride above the city for some incredible panoramic views. Once atop, take in exceptional views of downtown Portland and, on a clear day, Mt. Hood and Mt. St. Helens.

**Pearl District**, located in the heart of downtown

A trendy area of Portland, brimming with art galleries, fashion boutiques, and fine dining.

**Portland Mercado**, 7238 SE Foster Road

Famous for its collection of food trucks serving all the best Mexican, Central and South American food.



Free image from rawpixel.com

## Members' Summer Vacation Memories

Concerts

Quilting

Zentangle

Gardening

Reading

Ice Cream


Family

Friends

Food



Be sure to check for the special CLE code you will receive when renewing your membership in 2024.

And  to use it!!

If you are unsure of your renewal date visit [nals.org](https://nals.org) OR contact VP Sharon Coates, PP, CLP

#### New to Zoom?

You can join DCLP's meetings as a participant without creating a Zoom account.

#### Windows or Mac

1. Open the **Zoom** desktop client.
2. **Join** a meeting using one of these methods: (a) Click **Join a Meeting** if you want to **join without** signing in, or (b) sign in to Zoom and then click **Join**.
3. Enter the **meeting** ID number and your display name. If you're signed in, you can change your display name. If you're not signed in, enter a display name.
4. Select if you would like to connect to audio and/or video and click **join**.

For other devices, visit:

<https://support.zoom.us/hc/en-us/articles/201362193-Joining-a-meeting>



No September birthdays but we can still eat cake . . .



## NALS Code of Ethics & Professional Responsibility

Members of NALS are bound by the objectives of this association and the standards of conduct required of the legal profession. Every member shall:

- Encourage respect for the law and 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
- Pursue a high order of professional attainment

Integrity and high standards of conduct are fundamental to the success of our professional association. This Code is promulgated by NALS and accepted by its members to accomplish these ends.

**Canon 1.** Members of this association shall maintain a high degree of competency and integrity through continuing education to better assist the legal profession in fulfilling its duty to provide quality legal services to the public.

**Canon 2.** Members of this association shall maintain a high standard of ethical conduct and shall contribute to the integrity of the association and the legal profession.

**Canon 3.** Members of this association shall avoid a conflict of interest pertaining to a client matter.

**Canon 4.** Members of this association shall preserve and protect the confidences and privileged communications of a client.

**Canon 5.** Members of this association shall exercise care in using independent professional judgment and in determining the extent to which a client may be assisted without the presence of a lawyer and shall not act in matters involving professional legal judgment.

**Canon 6.** Members of this association shall not solicit legal business on behalf of a lawyer.

**Canon 7.** Members of this association, unless permitted by law, shall not perform legal functions except under the direct

supervision of a lawyer and shall not advertise or contract with members of the general public for the performance of paralegal functions.

**Canon 8.** Members of this association, unless permitted by law, shall not perform any of the duties restricted to lawyers or do things which lawyers themselves may not do and shall assist in preventing the unauthorized practice of law.

**Canon 9.** Members of this association not licensed to practice law shall not engage in the practice of law as defined by statutes or court decisions.

**Canon 10.** Members of this association shall do all other things incidental, necessary, or expedient to enhance professional responsibility and participation in the administration of justice and public service in cooperation with the legal profession.



The NALS Legal Brief is a biweekly newsletter that delivers to you the trends, updates, and news from around the legal industry that is necessary to help you succeed in your career. Along with some association news, the NALS Legal Brief will give you a rundown of the current state of the legal support world by giving you a list of relevant industry-focused articles to educate and inform you.

[View past publications](#) of the NALS Legal News Brief



@Law, the NALS eMagazine for Legal Professionals, has been published for over 50 years. Each digital issue of @Law contains articles chosen by the Editorial Board, a committee of individuals in the legal support profession. It contains content to assist legal support professionals in their duties and recognizes NALS members for their achievements.

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