

# The Tickler



A Monthly Publication of Douglas-Carson Legal Professionals

January 2024

## Inside This Issue

**President's Message** 1

### Education

January Program 2

Cognitive Fitness 3

Lexicon 3

Ethics Quiz 4

### Professional/Personal Development

A Framework for Ethical Decision Making 5

### Chapter & NALS News

DCLP Social 6

CLE Benefit 6

Birthdays 7

Zoom Instructions 7

NALS Legal News Brief 7

Renewal Info 8

Code of Ethics 8

**Contact Information** 9



I hope you all had a wonderful Christmas and plan to bring in 2024 with a bang! If you are traveling during the holiday, be safe in your travels and stay warm.

Our Christmas party on December 6 was quite fun. We had nine people in attendance (eight members) and collected \$255 for our three chosen charities: FISH in Carson City, Austin's House in Minden, and Eddy House in Reno. We already voted on giving them each \$100 so now they will each receive a check for \$185. Thank you for all your generous donations to these wonderful and worthy charities.

At our January meeting we will be having a roundtable discussion. Think about some questions you might have or ideas for speakers. I will talk a bit about our past programs and what NALS is doing now.

Put on your thinking caps and join us on Wednesday, January 3 at noon via Zoom for this roundtable discussion.

Happy New Year!

—Maria Nelson, PLS, DCLP President



**DCLP LIVE!!**

**No Reservation Needed**

Via ZOOM Thursday

January 3, 2024 at 12 p.m.

No charge for guests.

Meeting ID: 922 280 3023

Passcode: 412889

The Tickler is published monthly by Douglas-Carson Legal Professionals  
P.O. Box 2994  
Minden, NV 89423-2994  
[www.douglascarsonlegal.prof.org](http://www.douglascarsonlegal.prof.org)



**Douglas-Carson Legal Professionals**

Welcomes

EVERYONE FOR A ROUNDTABLE DISCUSSION

## **ROUNDTABLE DISCUSSION**

**What questions do you have? What speakers are you interested in? What ideas do you have to make our meetings interesting? Are you interested in Certification?**

**We will talk briefly about our past programs and what NALS is doing for us now. We will talk about certification and other items that may come up in our discussion.**

**These roundtables are always interesting and we learn much from everyone's questions and ideas. We hope you will attend.**



DCLP presents  
Cognitive Fitness



**It's a new year!** Have you ever wondered about the names of the months?

Some of their etymologies are well-established:

- January and March honor the gods Janus and Mars.
- July and August honor Julius Caesar and his successor, the emperor Augustus.

The months Quintilis, Sextilis, September, October, November and December are archaic adjectives formed from the ordinal numbers from 5 to 10 according to their position in the calendar.

February may derive from the Februa festival (purifications, expiatory offerings).

April may relate to the Etruscan goddess Apru or the verb *aperire* ("to open").

May and June likely honor Maia (one of the Pleiades and the mother of the Greek god Hermes), and Juno (the Roman goddess of love and marriage).

The *kalends*—the 1st day of each month—was the day for the payment of debts. The name for the account books (*kalendaria*) gave English its word *calendar*.

*Ides*—the 15th day of each month.



*Janus is the Roman god of beginnings, gates, transitions, time, duality, doorways, passages, and endings. He is usually depicted as having two faces since he looks to the future and to the past.*

ETHICS AND DISCIPLINARY WORD SEARCH PUZZLE



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 February issue of The Tickler.

- |            |               |
|------------|---------------|
| DISCIPLINE | REVIEW        |
| DIVERSION  | COMPLAINT     |
| ETHICS     | FEES          |
| FRAUDULENT | OVERSIGHT     |
| GRIEVANCE  | FACTS         |
| CONDUCT    | INVESTIGATION |
| TRIBUNAL   | PROSECUTION   |
| UNETHICAL  | SCREEN        |
| ARBITRATOR | PRESENTER     |

Are you enjoying these puzzles?  
What kind is your favorite? Please  
let The Tickler know by emailing:  
[NALSdclp@gmail.com](mailto:NALSdclp@gmail.com)

# Quiz on Ethics

Submitted by Mary Baldecchi, Emeritus PP, PLS

Answer True or False for each question below.

1. \_\_\_\_\_ The ABA Model Rules of Professional Conduct do not permit advertising.
2. \_\_\_\_\_ A paralegal does not have to adhere to the same ethical restrictions that lawyers do.
3. \_\_\_\_\_ A layman who choses to represent himself is engaging in the unauthorized practice of law.
4. \_\_\_\_\_ As long as you do not divulge names or specific details about a case your firm is handling, you may discuss the case in a general manner with anyone outside your firm.
5. \_\_\_\_\_ The four things that a paralegal cannot do are: give legal advice; appear in court; set fees; and draft legal documents.
6. \_\_\_\_\_ Preparing a simple will for a member of your immediate family could be construed as the unauthorized practice of law.

*Humor to start the year with a smile:*

**Why was the law student dissuaded from sleeping on a park bench?**

*A bench warrant had been issued against him.*

**What distinguishes an excellent and good lawyer?**

*An exceptional one knows both laws and judges!*

**Why are lawyers such great chefs?**

*Because they understand how to argue their points with flair!*

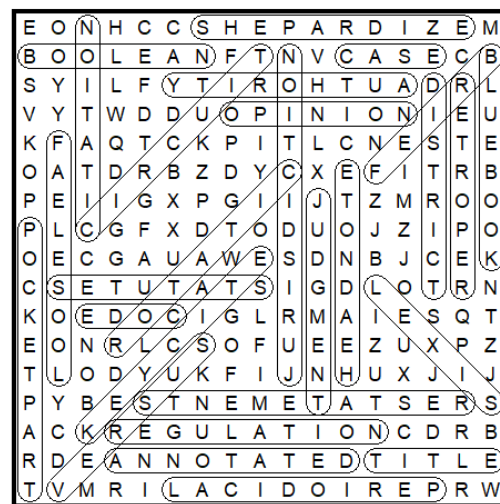
**What do English teachers and judges share in common?**

*Both issue short and lengthy sentences to individuals.*

**What term describes an attorney who no longer takes emergency calls?**

*Retired.*

Solution to November 2023 Word Search Puzzle



## A Framework for Ethical Decision Making

Note from the Editor: I planned to include this excellent article in this issue. Unfortunately, I did not receive any response to my request to reprint from Santa Clara University.

What I have done is provide a link so you can read it online if you are so inclined.

—Dee Beardsley, Emeritus PP, PLS

<https://www.scu.edu/ethics/ethics-resources/a-framework-for-ethical-decision-making/>







The next Lunch Bunch meet up will be on Wednesday, January 17 at noon at Juan's Mexican Grill, 318 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.



Be sure to check for the special CLE code you will receive when renewing your membership in 2023.



Thank you for submitting your membership dues. Membership dues are an investment in the organization and your own member experience.

NALS is focused on providing you, our valued members, with educational resources and networking opportunities. Being a NALS member means that you're headed in the right direction to tap into the power of an already established community of successful professionals.


As a benefit of your membership, NALS provides numerous educational opportunities. We would like to gift you with a **FREE CLE Course**. To take advantage of this, use the promo code **Thanks24CLE** when signing up for a NALS educational course.

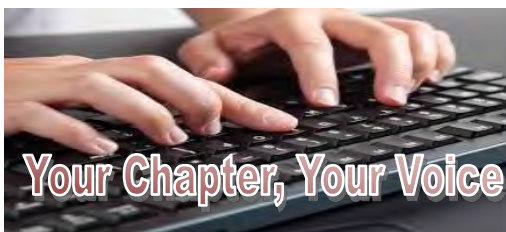
If you have any questions about your membership, please contact Member Services at 918-582-5188 or [membership@nals.org](mailto:membership@nals.org).

The NALS Board of Directors sends their best wishes and sincerest thanks for having chosen NALS as the organization to represent your interests.

- National Association for Legal Support Professionals



And  to use it!!



December 10 — Nancy Hoy, PP, PLS  
January 15 — 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>



@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.

Requires NALS Membership or Subscription to Access



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

## MEMBER RENEWALS



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

**Don't Forget to Renew  
Your Membership**



*Dance like no one is watching.  
Email like it may one day be  
read aloud in a deposition.*

## 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.



## Douglas-Carson Legal Professionals

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

[NALSdclp@gmail.com](mailto:NALSdclp@gmail.com)

Facebook: [NALSdclp](#)

Instagram: [NALS in Nevada](#)



## DCLP Chapter Officers 2022-2023

### President

Maria Nelson, PLS  
(775) 232-1576  
marnelson03@gmail.com

### Vice-President

Sharon Coates, PP, CLP  
(775) 720-4060  
scoates7515@gmail.com

### Secretary

[Volunteer Needed]

### Treasurer

Mary Baldecchi, Emeritus PP, PLS, CLA  
(775) 783-0581  
marybaldecchi@aol.com

### The Tickler

Dee Beardsley, Emeritus PP, PLS  
(Editorial Manager)  
beardsleydee@gmail.com

Maria Nelson, PLS (Circulation Manager)  
marnelson03@gmail.com

### Webmaster

Danielle Swift-Friend  
nalsdclp@gmail.com

## NALS Headquarters

3502 Woodview Trace, Ste. 300  
Indianapolis, IN 46268

(918) 582-5188

### Executive Director

Amanda S. Bureau, CAE, CVA  
Board Support, Strategic Planning,  
Staff Leadership  
amanda@nals.org

### Membership Director

Lisa Moore  
Membership Director  
and Chapter Support  
lisa@nals.org

### Communications Director

Rachel Daeger, CAE, IOM  
Publications, social media, marketing  
rachel@nals.org

### Membership and Education Coordinator

Gena Hayes  
Membership, Certification, and Events  
Customer Service  
gena@nals.org

### Senior Communications Director

Taylor Meyers  
Publications, Social Media, Marketing  
taylor@nals.org

### Certification and Education Manager

Natalie Shryock, CMP  
Certification & Education Manager  
natalie@nals.org