

PARASIGHT

Knowledge is Power

May 2010

COMMUNITY INVOLVEMENT PROJECTS FOR 2010

In 2010, CVPA will be supporting at least two local organizations - The Women's Resource Center and The Humane Society of Catawba County. Recently we presented \$500.00 checks to each organization, and we will be collecting in-kind donations in the coming months, just as we did for the DSS Emergency Child Care project during 2008 - 2009.



Women's Resource Center

Changing Lives One Woman at a Time

The Women's Resource Center, located at 125 3rd Street NE in Hickory, provides life transition services, enrichment programs and crisis assistance for its clients.

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Humane Society of Catawba County has a Mission:

"To make our community a better place by serving as an advocate for companion animals. Our vision for the future is that no adoptable animal will be euthanized in Catawba County, and that animal cruelty and inhumane treatment of animals will cease to exist." Source:

www.catawbahumane.org

The Humane Society of Catawba County at 3224 20th Avenue, SE, in Hickory is a rescue (no-kill shelter) adoption, spay/neuter and education organization. The group relies solely on the support of friends in the community, receiving no tax dollars, government assistance or any part of funding from national humane organizations or the United Way. Thousands of dogs and cats are destroyed in Catawba County each year.



Cassandra Haecherl, adoption and outreach counselor, holding Jordan; CVPA board member, Delores Deal; and Beth Hatley, operations manager. with her canine pal, Marlo.

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The center's mission is to improve women's lives and empower women to achieve their fullest potential. It's their belief that the center is a resource for women that benefits everyone. WRC recognizes that we all face difficult situations at various times in our lives.

“Sometimes (the challenges) are brought on because of a specific situation. Genetic and biological factors also can play a role. Whatever the reason, it's important to know you can ask for help. Working with a trained, licensed counselor about your issue(s) can be powerful and rewarding experience. To begin the work of changing the situation and taking back control of your life, you are going to need some tools. First you need to identify the problem, then make a step-by-step plan to tackle it. You'll need to find out what resources are available to help you and to get as much information as you can. Source: WRC website: <http://www.wrchickory.org>”

Personal items and cleaning products are always needed by the women and families that WRC serves. These items cannot be purchased by clients using any form of public assistance, but are critical to cleanliness, health and self-esteem. These items are also used to assist women participating in the center's Women2Work Program to assist in the care of the professional clothing they are provided to use during employment interviews and their first few weeks on a new job. “Professional, interview” gently-used items of clothing, shoes, jewelry and accessories are needed. Clothing must be clean, on a hanger, ready to wear. But remember: **“If you wouldn't wear it, don't donate it.”**



Pictured above are Twila Hartford, Community Support Coordinator; Cindy Rose, Executive Director; and Susan Huttman, Outreach Coordinator.

Wish List for Women's Resource Center

Personal Products Pantry (for women and families)

- | | |
|--------------------------------------|------------------|
| Toothbrushes | Tissue (Kleenex) |
| Toothpaste | Dental floss |
| Shampoo | Shaving razors |
| Deodorant | Paper towels |
| Soap / body wash | Toilet paper |
| Feminine products:
tampons, pads* | Hair brush, comb |

*prefer small boxes of these items

Store brands are welcome

Women2Work Closet Items-Season appropriate:

Gently used, clean clothing, on a hanger, ready to wear

Interview clothing (black, navy blue, brown (size 14 and up needed)

Khaki & dark washable slacks

NEW women's panties, bras (various sizes)

Dress shoes (brown, black, navy)

White button-down shirts

Scrub (medical) uniforms

Nursing shoes or nursing cros

Gas card (\$10 and \$25 increments)

Phone cards (any denomination)

Cleaning Products:

Laundry detergent

Liquid dish soap

Toilet bowl cleaner

Floor cleaner (i.e.,

Window / Mirror cleaner

Pine Sol)

Canned Powder Cleaner

Paper Towels

(i.e., Ajax, Comet)

Toilet Paper

Bleach

Dryer sheets

In 2009, 1,205 pounds of personal products and 1,330 pounds of cleaning product were provided to WRC clients, and 110 women were provided with a total of 274 articles of clothing for use in job interviews and work-related needs.

We understand that all gifts made to Women's Resource Center and The Humane Society are tax-deductible as allowed by law.

Beginning in May 2010, we will be accepting in-kind donations for either WRC or the Humane Society. *Please e-mail us or call in advance before bringing items to the CPE's or social events, so that we may be prepared to transport the donations.* You may also drop off items at the Lew Waddell Law Office at 22 South Main Avenue in Newton, Monday through Thursday between 9:00 am and noon or 2:00 pm and 5:00 pm, telephone Cyndy at 828-464-9510 before stopping by.

We will publish the "wish lists" on our website, with suggested donations by month.

MONTHLY MEETING SCHEDULE

Mark your calendars! Plan now to attend our monthly meetings held on the 2nd Tuesday in each month at 6:00 p.m.

On May 11 attorney Blair E. 'Tripp' Cody III will present NC Criminal Process "From Start to Finish";

June's CPE will be presented by attorney Vanessa Hawkins;

Our quarterly social will be held in July at Riverbend Clubhouse;

Then in August attorney Susan Janney will speak with us regarding foreclosures;

Attorney Jennifer Fulkerson will present our CPE in September;

October: Election of officers.

In November, attorney Charles D. Dixon has agreed to present our CPE.

HSCC is allowed to enter the county shelter and rescue adoptable animals, and they also accept animals who need new homes for various reasons from residents of Catawba County. As a priority, each animal is temperament tested. All cats and dogs are examined, de-wormed, tested, vaccinated and spayed or neutered after being rescued.

HSCC also sponsors pet-assisted therapy programs for nursing homes, retirement facilities and adult day programs, visiting 12 different locations each month. The Humane Society sponsors a rabies vaccination clinic the 3rd Saturday of each month at the facility for a minimal fee. Also offered the first Friday of each month at scheduled hours is a well-pet vaccine clinic; appointments required. Micro-chipping is available at specific times and days at HSCC, for a nominal fee. They sponsor a pet food pantry, youth internship program, summer camps, birthday parties and volunteer programs. The Remember Fund, Guardian Angel and Brick Campaign are also projects of the Humane Society. For more information on any of these subjects, contact the Humane Society at 828-464-8878, or visit: www.catawbahumane.org

Wish List for Humane Society of Catawba County

CLAY cat litter	Ceramic cat bowls
Cat toys & brushes	Washable cat play structures
Hard rubber dog toys	Dog brushes
Milkbone treats	Fleece blankets
Disposable gloves	AA batteries
Distilled water	(Uncooked) bags of rice
Postage stamps	Copy paper
Colored paper	Sharpies, highlighters
White out	All types of Tape
Paperclips	Paper Towels
Toilet paper	Bleach (lots of bleach!)
55 gallon drum liners	Tall kitchen trash bags
Medium trash bags	Shop vac filters
Outdoor benches	Screened cat gazebo
Computers / printers	
Dog & cat food for pantry (Prefer Purina dry food)	
Dog kennel sound system	



Bunny Needs a Home

Beth Hatley, HSCC operations manager, tells us a little about Bunny.

This is Bunny. She is a Lab/Hound mix, about a year and a half old and weighs around 40 pounds. She has been at the HSCC since September 2009. Bunny was rescued from the county shelter. She loves to chase balls outside in the play yard. Bunny is active and needs regular exercise. She is still a puppy at heart. She knows her manners but forgets sometimes when she gets excited. Bunny has a wonderful personality...she just needs a patient, loving home.

TREASURER'S REPORT

As of March 31, 2010, our account has a balance of \$4,089.01 which includes deposits totaling \$30.10 and expenditures of \$33.80.

In addition, on April 7 CVPA donated \$50 to the Catawba County Bar Association's annual fundraiser "Litigators vs Medicators."

Our Pampered Chef fund raiser totaled \$531.65.

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The greatness of a nation and its moral progress can be judged by the way its animals are treated. ~Mahatma Gandhi

PARALEGAL TO PARALEGAL

MY FAVORITE WEB PAGES

Submitted by Leah Poovey, litigation paralegal.

<http://www.doc.state.nc.us/> - North Carolina Dept. of Corrections. Used for offender search.

<http://www.drugs.com/> - Look up prescriptions.

<http://www.medilexicon.com/> - look up medical abbreviations.

<http://www.411.com/> - reverse phone # search.

http://www.ucomparehealthcare.com/drs/dr_name.html - find doctors by name. Can also be used to search by specialty, or by location.

<http://www.ncmedboard.org/> - search for Nurse Practitioners, Physician Assistants in North Carolina.

Ethics Tip: Think Before You Send!



It's no secret that law firms are communicating more and more by e-mail. Email is fast, easy and spontaneous.

In 1999 the American Bar Association Issued Opinion 99-413 stating that confidential communication by means of unencrypted email isn't a breach of the duty of confidentiality because the mode of transmission affords a reasonable expectation of privacy. This opinion doesn't relieve attorneys and staff from their ethical obligations.

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Here are a few things you should give some thought to before you send your email:

Do you have your client's permission to communicate by email? Always be sure your client wants to receive email from you. Some people check their mail so infrequently that sending a letter by US mail would be best. Others don't know how to download documents for review. It's best to have your client's permission in writing before you communicating by email.

Does someone other than your client have access to his or her e-mail? It's possible your client shares an email address with a co-worker or family member. If the co-worker or family member receives the communication, confidential information may be disclosed. Will a third party see the email? Email containing privileged information between your firm and the client is fine so long as a third party does not receive the mail. The disclosure of privileged information to a third party waives the privilege. This is also a concern if your client is copying third parties with e-mail to your firm.

Does your e-mail include a statement that it's privileged? Every email message, whether it's routine or contains privileged information, should include a statement that it is privileged and if the recipient receives it in error, her or she shouldn't read it and should inform the sender immediately. While this disclaimer can't prevent someone else from reading the message, it can help your firm make the case that the disclosure was inadvertent and that the communication should retain the privileged status.

Are you using your personal email account or your firm's account? The line between professional and private email accounts is blurred. The Federal Rules of Civil Procedure allow the discovery of any material relevant to the claims of a party so long as the discovery appears to lead to the discovery of admissible evidence. It would be best if you didn't use your personal email account to send business communications and vice versa. You do not want your personal email account to be subject to discovery.

Are you using "reply to all"? Be careful! It is unethical to communicate with a person who is represented by an attorney. You often receive email from attorneys who have also copied their client with the message. If you respond with 'reply to all' your message will go to the client and you are technically communicating with the represented person.

Are you responding to every email on demand? Email's extreme emphasis on responsiveness may jeopardize a very important attribute of professional excellence: judgment.

Good judgment implies informed and critical thinking that leads to the optimal resolution of difficult and complex problems. This can't be rushed...but this is exactly what the urgent nature of email causes us to do. A snap answer may not be the best answer. Instead of shooting back an immediate reply, it might be best to respond that you understand the importance of the problem and will give it the time and attention it requires. If you do this, the client receives a response but not an immediate answer.

Your challenge: Use email with the same caution you would use with any communication. Email may seem impersonal and be more spontaneous. However, this doesn't relieve you and your firm of the ethical responsibilities of confidentiality, privilege, and good judgment.

Get your client's permission to correspond by email. Be sure your client understands the ramifications of copying a third party with his or her messages. Be cautious when you choose the 'reply to all' function so that you do not communicate directly with a represented person. Resist the urge to shoot off quick responses to email messages. Instead, take the time to use the good judgment the response deserves.

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"The Paralegal Mentor", delivers simple strategies for paralegals and other professionals to create success and satisfaction by achieving goals and determining the direction they will take their careers. Vicki spotlights resources, organizational tips, ethics issues, and other areas of continuing education to help paralegals and others reach their full potential. She publishes a weekly ezine titled Paralegal Strategies and co-hosts The Paralegal Voice, a monthly podcast produced by Legal Talk Network. More information is available at www.paralegalmentor.com