

PRESIDENT'S MESSAGE

by Monica Menzer



Hello, San Diego Chapter members!

Autumn is a good time of year to pause and evaluate how you are taking care of yourself, both mentally and physically. Summer is over; the kids are back at school; and the holidays are yet to come. How are you doing balancing your demanding job with what you have going on at home? Do you find time to exercise, even a few minutes a day? Also give thought to your eating habits and if you are getting the proper nutrition to maximize your energy.

For many years I worked a 14-hour day. This was when a tablet was a stack of wire bound paper. Email was accessible only in the office. For some time, taking a phone call was either on the office phone or at home, or if I had a ton of money to carry around the 15 lb phone in a suitcase. When I finished and went home, I was mostly "free" from work-related distractions. The long hours in the office were at times treacherous, but do I have it any better now? At least back then I could leave it behind until the following day. Not so anymore.

Many of us are on call 24/7. Emails are sent all hours of the day and into the night. Oftentimes an immediate response is expected, but not necessarily required. How many times have you been concentrating on a project only to have someone pop into your office and ask, "Hey, did you get my email?!"

"No, I haven't seen it as I've been concentrating on this project with a tight deadline. When did you send it?"

"Oh, like a minute ago."

Really?? I tell personnel that if it's that urgent, please call or walk down to my office or I will walk to your office. We are losing the art of communication and face time (another term that has evolved into another meaning). A conversation can take a fraction of that of a lengthy email exchange.

Do you work through lunch? Eat at your desk? Tests have shown that taking a break and getting fresh air helps make you more productive for the rest of the day. One of my goals ("goal" as opposed to "resolution") for 2014 is to take at least five minutes to get fresh air each day. Sometimes it's five, sometimes 30 minutes – the amount of time does not matter. On occasion I meet up with a colleague or an employee to walk around the block to carry on our conversation out of the office. We both return refreshed and with one more item checked off the To Do List.

Cont pg 2

Got CLM?

If you are interested in becoming a CLM, you may want to consider joining a CLM Study Group, or checking out study materials from our library. Please contact our San Diego Chapter Librarian, [Gerald Hester](#) for materials. For more information on eligibility and test dates, [click here](#).

FEATURES

President's Message by Monica Menzer	... 1
SDALA on Social Media	... 2
Featured Business Partner Peterson Reporting	... 3
Get involved with SDALA!	... 5
Business Partner Spotlight First Legal Network	... 6
SDALA Managing Partner Lunch	... 7
Don't Fear the Future: Using Instagram as a Recruiting Tool By Richard Meneghello	... 8
Water Water Everywhere	... 10
Business Partner Connection Raffle!	... 11
Message from BP Relations Director/Job Bank By Liz Whitten	... 12
Membership News By Tammie McQuain	... 13
Couture for a Cause	... 15
Save the Dates – Coming up...	... 16
Board/Membership & Editor's Notes By Rheesa Eddings	... 17
2014/2015 Board & Committee Chairs	... 18
2014/2015 Business Partners	... 19

*"We must let go of the life
We have planned, so as to
Accept the one that is
Waiting for us."*

- Joseph Campbell

SPECIAL THANKS TO OUR PLATINUM PARADISE SPONSOR



AND OUR GOLDEN SUNSET SPONSORS



PRESIDENT'S MESSAGE CONT.

As we head into the holiday season when stresses mount and the flu season is upon us, it is even more important to take care of ourselves. Make your health and wellness a priority. Set at least one goal (e.g. to get fresh air each day). Small steps turn into strides. Be well!

TAKE ADVANTAGE OF THE RESOURCES
AT SANDIEGOALA.ORG, AND STAY
CONNECTED WITH ALA!





Greetings ALA! Thank you for the opportunity to say hello and provide a brief update on some of the things we are doing at Peterson Reporting.



At Peterson we are proud to remain independently owned. For our clients this means the unique distinction of our daily "hands-on management" of all services ensuring quality control globally 24/7/365.

On a daily basis we deliver court reporting, legal videography, videoconferencing, text and/or video streaming, document management and arbitration/mediation/trial presentation support. All of the above have proven to increase efficiency, decrease costs and provide the real benefit of one point of contact.

We are pleased to add a new technological offering that your attorneys and support staff will appreciate for its efficiency and simplicity!

EDEPOZE

eDepoze allows for the introduction of official exhibits electronically during the course of a deposition. Attorneys appreciate this service because it eliminates the need to transport boxes of potential paper exhibits to their depositions! The service is accessed through a secure online platform so attendees can see exhibits on laptops, desktops, android and iPad tablets. eDepoze eliminates the cost and hassle of printing/copying, preparing and shipping of exhibits. Firms can take advantage of direct link with Relativity Binders to import the electronic version of potential exhibits with a click of a button, saving time and money spent preparing paper documents prior to the deposition. Firms have immediate access to download an official exhibit once the deposition is complete, also saving time and money. In addition, as the court reporting firm we have immediate access to the download. Deposition attendees can view at no charge, or pay a small fee to annotate exhibits and/or walk away from the deposition with all official exhibits.

TRUSTED.

COMMITTED.

INNOVATIVE.

PETERSON.

CONTACT

Brenda Peterson (brenda@petersonreporting.com), Erin Pedersen and Leahna Abelsohn (marketing@petersonreporting.com)

Gain more from your membership and get involved in 2014!

Dear Chapter Members:

Do you want more out of your membership? Would you like to network with like minds? How many times have you been faced with an issue where "no one else understands" and you could use a group of peers to consult?

Then take the opportunity to get involved in the SD Chapter in whatever capacity you are comfortable:

- Are you good behind a camera? Consider taking photos at our meetings and events, or share the fun with another member.
- Do you thrive on community involvement? Look into our Community Connections efforts, Couture for a Cause and Project LEAP, our program for high school students.
- Maybe you have great ideas for increasing membership in the Chapter? Join the Membership Committee and help lead our Peer Connections program.
- Are you organized and task oriented? We need help with CLM materials, Bylaws/Ethics, Historian tasks, as well as the Salary Survey.

The 2014 – 2015 Chapter term started on April 1, 2014, but planning continues. I would love to see more of you involved. I have included a brief description of each committee, and the ALA Membership Handbook has a more detailed one, or just ask me or another current Board member.

Let's work together to make our Chapter the best it can be! Please complete the information below and return it to me at mmenzer@allenmatkins.com, or give me a call at 619-233-1155.

All my best,

Monica Menzer
President 2014-2015



ALA®
Association of Legal Administrators

Stay Connected with ALA!

facebook **LinkedIn**

twitter

Facebook:
www.alanet.org/facebook

LinkedIn:
www.alanet.org/linkedin

Twitter:
www.alanet.org/twitter

www.alanet.org

Your connection
to knowledge, resources and networking

THE MANDATE



Gain more from your membership and get involved in 2014!

Name _____ Firm: _____

Phone No. _____ Email _____

I'm interested in volunteering for the following committee(s) (you are not beholden to all you select):

- ___ **Chapter Audit** – perform audit of Chapter finances once a term.
- ___ **Chapter Library / CLM Materials** – maintain materials to loan to members; organize CLM study program?
- ___ **Bar / Professional Association Liaison** – Chapter's connection to other legal organizations.
- ___ **Bylaws / Ethics** – maintain and update Chapter Bylaws, as necessary.
- ___ **Communications** – provide efficient and effective communication to Chapter members, including the "Month-at-a-Glance."
- ___ **Community Connections / Project LEAP** – charitable Chapter efforts; Couture for a Cause; work with local high schools to create programs promoting opportunities in the legal profession.
- ___ **Diversity Committee** – plan annual diversity presentation; promote diversity within the Chapter.
- ___ **Education** – work with President Elect on planning Chapter education activities/speakers.
- ___ **Handbook** – maintain and update membership handbook.
- ___ **Historian** – maintain Chapter memorabilia.
- ___ **Invitations** – design and create options for invitations for BP luncheon, MP luncheon, Leadership Dinner, and other Chapter events.
- ___ **Legal Resource Fair** – Chapter annual Business Partner resource fair in February.
- ___ **Meetings Coordinator / Hospitality** – assist Meetings Chair to coordinate Chapter meetings.
- Receive RSVP's; maintain name badges; and/or welcome attendees.
- ___ **Membership** – team up with the Vice President/Membership Chair to bring in new members and maintain current membership.
- ___ **The Mandate (Chapter Newsletter)** – with Editor-in-Chief produce bi-monthly newsletter.
- ___ **Photographer** – photograph Chapter meetings, events, and other functions.
- ___ **Public and Media Relations** – represent the Chapter in publicizing and promoting events.
- ___ **Salary Survey** – implement annual Chapter salary survey.
- ___ **Academic Scholarship** – selection process to promote and award an academic scholarship to two deserving students.
- ___ **Social Media** – assist Social Media Chair in promoting Chapter LinkedIn, Facebook, and Twitter pages.
- ___ **Business Partner Relations** – work with Director of BP Relations in promoting, managing and maintaining vendor relations.
- ___ **I'd like to help another way:** _____



First Legal Network

Litigation Services • Investigations • Deposition Services

Support Services

court • process • messenger



Court Filing

Experienced and professional court staff execute each of your assignments as you require. Timely updates of your assignments are communicated in multiple fashions with the originals returned as soon as possible.



PDF/Fax Filing

A convergence of environmental consciousness and superior technology to economically complete court filing assignments easily and quickly. First Legal Network provides a cost efficient solution for filing your documents in any courthouse.



ez-File

First Legal Network is the resource for all of your e-filing needs both at the Federal and State level. A select team of professionals proficient on the rules of each system are at work on your behalf. Upload the documents and Consider It Done!



Court Research

First Legal Network team members are dispatched to research and remit your requested documents. First Legal Network's team can expedite your requests and respond with the desired information timely so your deadline is met without fail.



Service of Process

Follow-through is the foundation of First Legal's service of process division. No matter the size of the document to be served, the number of locations, the specific time frame or other numerous intricacies of the service, we'll find a way. First Legal Network retains a base of experienced process servers at the ready 24/7.



Power of the Network

The Network is a suite of services – Attorney Service, Record Retrieval, Digital Solutions and Investigations – all accessible to our clients with a telephone call or a click at www.FirstLegalNetwork.com.



**REDEFINING
ATTORNEY SERVICE...**

www.firstlegalnetwork.com

1111 6th Avenue, Suite 204
San Diego, CA 92101
Telephone: 619.231.9111
Fax: 619.231.1361

* First Legal Investigations Licenses: CA PI: 24171, AZ PI: 1551710. In Nevada, Support Services and Investigations operations are provided by First Legal Investigations, NV License: NV PI-PS: 1452.



ASSOCIATION OF LEGAL ADMINISTRATORS

SAN DIEGO CHAPTER

Tuesday, October 21, 2014

Annual Managing Partner Luncheon

11:45 a.m. – 1:15 p.m.

Registration and Program

1.0 hour MCLE Credit in Ethics

***Scholarship and \$400 stipend will be awarded to Annual Conference – May 17-20, 2015, Music City Center, Nashville, TN**

Leadership Integrity

Retired FBI Agent, Jeff Lanza, will provide real FBI case examples to help us understand the root causes of unethical behavior and to facilitate the achievement of corporate goals at all levels with employees' morality and integrity intact.

This presentation will help professionals in all fields to develop, inspire, and maintain a culture of integrity in their organization. While chronicling failures of integrity from the cubicle to the corner office, Mr. Lanza provides a positive framework for hiring employees with high integrity and creating an environment which helps ensure that company personnel maintain their moral compass.

PRESENTER: Jeff Lanza was an FBI agent for more than 20 years in which he investigated corruption, fraud, and organized crime. He served as chief of internal security for the FBI's Kansas City region. He has provided more than 750 presentations on risk management to associations, corporate boards, and employees of major corporations around the world.

Location: Seasons 52 @The Headquarters, 789 West Harbor Drive, San Diego.

Menu: TBD

RSVP: Kathy Culver at kculver@ssvwlaw.com

EVENT SPONSOR:





DON'T FEAR THE FUTURE: USING INSTAGRAM AS A RECRUITING TOOL

BY RICHARD MENEGHELLO, JD

By now, most employers recognize that they shouldn't peek at the social-media profiles of applicants for all sorts of reasons. It's sort of like driving past an applicant's house hoping that you can catch a glimpse of their private life through their front window. While in most states that might be legal, it's a pretty stupid idea.

Besides being generally creepy, you'd probably be very embarrassed if you got caught; and most importantly, you might learn things about your applicant that you'd rather not have known at the time you are making the hiring decision. After all, a rejected applicant won't have a successful discrimination claim if you can prove you didn't even know they were in a particular protected class, but if the applicant can show that you peeked at their Instagram profile and learned they were in that class, it's a whole different story.

But lately employers are turning the tables by using the hottest social-media app on the market today, Instagram, to directly recruit candidates. And while this strategy is a smart way to reach out to millions of potential applicants and build a strong brand, there are still a few employment law issues to take into consideration.

First things first. While most readers are familiar with social-media platforms – 74% of all internet users are on some form of social media or another – don't be alarmed if you haven't heard of or used or don't quite understand Instagram. The easiest way to learn about it is probably to ask your teenager or grandchild to show you his or her Instagram feed on their mobile device. That's because Instagram is heavily skewed towards the younger generation. Many teenagers and 20-somethings are abandoning or foregoing Facebook altogether in favor of Instagram, considering Facebook to be the social-media platform for people their parents' age.

The numbers support this theory – in late 2011, Instagram had only 10 million users, and by August 2014 that number ballooned to over 150 million. That astronomical rise is fueled by younger people: over 90% of Instagram users are under the age of 35, compared to only about half of Facebook users being in that Generation Y (and younger) cohort. Several years ago, 42% of social-medial

users said that Facebook the "most important" social-media site to them; today that number stands at only 23%. As of today, an equal number (23%) of social-media users say that Instagram is the most important social-media platform for them, and that number is projected to do nothing but rise in the coming years. You may not know a lot about Instagram, but your kids sure do.

At its simplest, Instagram is a lot like Facebook but with a few distinct differences. Once you set up your profile, you can follow your friends, your favorite celebrities, and those companies you are interested in, and by doing so you can see what they post; at the same time you can post to your account as well and those that follow you will see what you are up to.

But unlike Facebook, Instagram is exclusively a smartphone or tablet app, more geared towards those that use their mobile devices for social purposes than for business. And while Facebook allows you to post written messages, Instagram is designed for pictures. Users can manipulate the images in a number of interesting and creative ways, and while you can also add text (including ever-present #hashtags), it is primarily a visual medium.

You have probably figured out from the statistics above that Instagram is no passing fad (unless you think this whole "interwebs" thing is going to go out of style soon, in which case, you should probably just stop reading now). Companies and organizations have figured out the same thing, too, and many have tried to take advantage of its widespread appeal to capture the attention of applicants. In the last several years, it has become increasingly common to see companies create direct advertisements seeking to recruit new candidates via their Instagram feed.

They have done this in creative and inventive ways; one of the more popular Instagram recruiting messages in recent months saw a national hotel chain post a series of pictures of their current employees holding hand-written signs with their names and their dates of hire on them. The message was that these smiling individuals all enjoyed their time at the company and could express themselves individually while working there, so maybe you should join up too.

Cont pg 9

Other companies will post pictures of their employees enjoying themselves on the job or engaging in team-building activities or community-service projects, providing a glimpse into the average day of an employee and hoping that talented people seeing these images will want to join in on the fun. Regardless of the method, the companies hope to create buzz and to reach an audience on their own turf...after all, they know that many people spend a great deal of their day scrolling through their phone or tablet.

While this trend will increase in the coming months and years, organizations that decide to employ Instagram for recruiting purposes will want to consider the following employment law cautions:

Your Audience is Really, Really Young

If you've learned anything in the past few minutes, it's that Instagram is primarily a young person's tool. Therefore, you should expect that those people who present themselves as applicants from following Instagram will be heavily-skewed towards the twenty-something demographic. And while there's nothing inherently wrong with having young people apply for jobs at your company, there certainly could be something wrong if Instagram is your sole recruiting method and you blatantly ignore candidates in their 40s or older.

"But wait," you might say, "we'd take a look at anyone who applied for the job no matter their age, it's not our fault that the 55-year old candidate isn't on Instagram." What you are describing there could be a prime example of "disparate impact" discrimination, where your hiring choice isn't purposefully discriminatory, but the method you choose to make your employment decision leads to a biased result.

In the 1980s, some employers unknowingly walked themselves into disparate impact claims by solely relying on word-of-mouth hiring, which often led to new employees who were in the same demographic cohorts as current employees (since it is common for many national and ethnic groups to closely associate with each other). The result was a very homogeneous pool of employees that unintentionally excluded large segments of the population and led to discrimination claims.

Many human resources observers predict that a similar pattern could emerge should employers restrict their hiring methods to 21st century tactics like Instagram. The bottom line is that employers should use Instagram as but one tool in the complete arsenal of available options when

recruiting, not foregoing more traditional methods but instead using Instagram to complement them.

Show Your Diversity

When posting pictures of your current employees in one of your recruiting blitzes or branding exercises, make sure you present an accurate picture of your workforce. You should ensure that more than just a select few "beautiful people" get in the frame, so train your photographers and social-media managers to widen the focus of your Instagram campaign beyond a lucky few to include employees of all shapes and sizes, ages, ethnicities, nationalities, positions, etc. And if you're embarrassed when you realize that your existing workforce looks a little too standardized and uniform, maybe it's a good time to take a step back and address issues of diversity at your workplace before you worry about Instagram.

Get Your Permission Slips

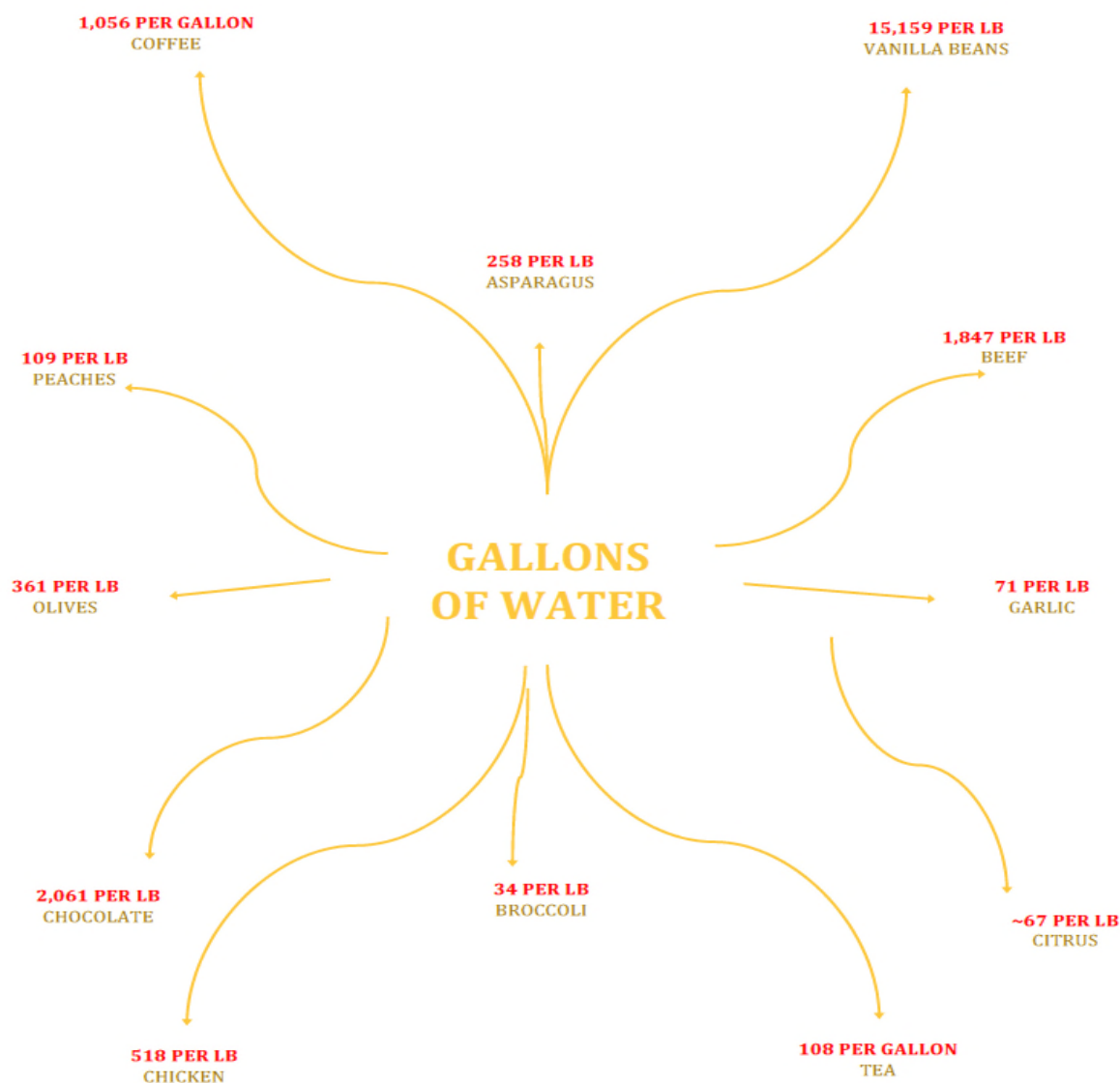
If you are going to make one (or more) of your employees the face of your new recruiting campaign that could (hopefully) go viral and might even go national moments after you press the "share" button, you're going to want to get express approval from the person behind the face. While in some states it may be sufficient to simply have a policy in your handbook whereby employees grant permission to have their likenesses reproduced for legitimate business purposes by virtue of their presence on the job, you may want to consider getting written authorizations if you have grand Instagram plans for the pictures.

Employers that follow these tips will be on the forefront of the recruiting trail, well ahead of your competitors stuck in the 20th century, and (hopefully) avoiding pesky labor and employment law problems. And for all you know, you might even impress your teenager at home (that is, until they find the next hot social-media platform in a few years).

Richard Meneghello is a partner in the Portland Oregon office of Fisher & Phillips, LLP, a national labor and employment lawfirm. For more information he may be contacted at rmeneghello@laborlawyers.com or 503.242.4262. This article originally appeared in the Fisher & Phillips, LLP Labor Letter, Sept 2014. <http://www.laborlawyers.com/dont-fear-the-future-using-instagram-as-a-recruiting-tool>

WATER, WATER EVERYWHERE . . . OR NOT

Some of your favorite foods may be water hogs. Check out how many gallons of water it takes to produce:*



*Numbers taken from Water Footprint. Visit www.waterfootprint.org to see how some of your other shopping cart favorites stack up.

WANT TO WIN ONE OF TWO \$200 SOUTHWEST AIRLINES GIFT CARDS?

It's easy!



**Meet with a Chapter Business Partner &
be Entered Into a Raffle Drawing
you could win a
\$200 Southwest Airline Gift Card!**

Meet with a Chapter Business Partner who is not a current supplier to your firm,
between May 13, 2014 and December 5, 2014.

Send Liz Whitten an email about the meeting,
including the name of the Business Partner
& the name of the representative you met with.

I'll confirm with the BP.

You'll be entered to win!

Drawings will be held at the Holiday Luncheon.

Winner need not be present to win.

Liz Whitten
(619)238-1811
lizw@cglaw.com



MESSAGE FROM THE DIRECTOR OF BUSINESS PARTNER RELATIONS

By Liz Whitten

Thank you to all the members and sponsor representatives who attended the Business Partner Appreciation Luncheon on September 16th. Speaker Jenny Prisk presented a great program on the importance of effective communication. Using the connection between members and Business Partners, she demonstrated the ways both groups benefit by building and maintaining strong relationships through communication.

Maintaining positive relationships with the companies with whom our firms do business is essential to our success and our firms' bottom lines. When I was first promoted to Administrator, I relied heavily on the advice of the many businesses that provided services and supplies to my firm. I quickly realized the more time I took to better those relationships, the more likely representatives were to take time to listen to our needs and educate me, and not just try to "sell" me.

Each of our Business Partners is investing time and money in the relationship they are building with ALA. Members can feel confident when choosing to work with them. Whether a BP is a current supplier to your firm or not, our BPs are great resources for us as we plan for the future and build our knowledge about specific products, services, changes, and trends in legal marketplace. Each are experts in their industries, and very willing to share their knowledge with our members.

The next time you have a need, or just a question, be sure to browse the list of Chapter sponsors. I know each one will be happy to serve as a resource for you, as well as a provider, for your firm.



The ALA Job Bank is a great place to post for talented managers and staff!

For more information and to submit job postings, please contact:

ANNA M. RUSHWORTH
(619) 595-4393
rushworth@higgslaw.com

Or visit the San Diego ALA website to see what's new!

<http://www.sandiegoala.org/jobs>





MEMBERSHIP REPORT AUGUST 2014 By Tammie McQuain

MEMBERSHIP NEWS

New Members

Tonii Isaacks-Lindy
Administrator
Oliva & Associates

Nancy Fournier
Paralegal/Office Manager
Gomez Trial Attorneys

Michelle Revilla Controller
Fredrickson Mazeika & Grant, LLP

Amber Romagnolo
Office Administrator –Ferris & Britton, APC

Prospective Members

Darla D. Kasmedo
Sr. Manager IP Legal Admin
Qualcomm Inc.

Nicole Mudler
Facilities Manager
Cooley Godward LLP

Current National Members: 119
Current Chapter Members: 115

Prospective Members Cont.

Justin Greer
IT Manager
Higgs Fletcher & Mack

Gabriel Messner
COO
C. Humphrey & Assoc.

Anna Nowak
HR Manager
DLA Piper

Susan Patten
Firm Administrator Solomon, Grindle, Silverman, &
Wintringer APC

Paula Renkin
Renkin & Associates, APLC

Brooke Tyrus
Office Administrator
Walsh McKean Furcolo, LLP

Bridgett Valdez Administrator
Cohelan Khoury & Singer

Martha Villavicenzio
Branch Coordinator
LaFollette Johnson DeHaasa Fesler & Ames, APC

Know someone who should be a member of ALA? Refer them to Tammie and earn points toward great prizes!

For more information and to participate in the program, please contact:

TAMMIE MCQUAIN
(619) 819-2433
tmcquain@mpplaw.com

Or visit the San Diego ALA website to see what's new!

<http://www.sandiegoala.org/>



ALA Peer Connection – Your Connection to the San Diego Chapter!



Benefits of Peer Connection:

- Peer Consulting - *Someone to connect with at meetings*
- Resource to call with questions
- Greater networking opportunities
- Expansion of your local professional knowledge base

Benefits of ALA:

- Professional enrichment – *Advance your career or help shape the future of legal management*
- Networking
- Resources - ALA Value in Partnership Program, Career Center, Compensation Benefits Survey, Diversity Initiative, List-serv, Online Member Directory
- Annual Labor Law Update
- Annual and Business of Law Conferences with valuable continuing education programs
- Professional Recognition – *Certified Legal Manager (CLM) Program*
- Legal Management – *Monthly Educational Magazine*

Expectations of Peers:

- Take a Peer to Peer lunch - *reimbursed by Chapter*
- Reach out to Peers at least twice per month – *prior to luncheon RSVP deadline and later in the month*
- Sit with peer at lunch and other meetings
- Introduce Peer to other members
- Remind Peer of upcoming special events, explain what they are and encourage Peer to attend
- Share knowledge of Chapter activities and traditions

Take Flight - Soar to Educational Heights 2014-2015 Membership Campaign



THE MANDATE



Event Date: **Wednesday, September 24, 2014, 6 p.m. - 9 p.m.**
Location: **San Diego Hall of Champions**

Bringing San Diego legal professionals together to benefit children in need, the **San Diego Chapter of the Association of Legal Administrators**, in partnership with **Lawyers Club of San Diego**, the **Mother Attorney Mentoring Association of San Diego**, the **San Diego La Raza Lawyers Association**, the **San Diego Legal Secretaries Association**, the **San Diego Paralegal Association**, and the **South Asian Bar Association of San Diego**, proudly hosted **COUTURE FOR A CAUSE**. The event featured models from throughout the legal community and a special guest as Master of Ceremonies.

Proceeds from the evening's fashion show gala benefited two charities:

Voices for Children, working to ensure that abused, neglected and abandoned children who have become dependents of the San Diego County Court will have a safe and permanent home; and **STAR/PAL**, empowering underserved youth to build a safer and more prosperous community by engaging with law enforcement and collaborative partners. **This event raised enough that each charity received \$12,000!**

Many thanks to all who participated and volunteered to make the show a success!
Photos courtesy of Paul Clark Photography: <http://www.paulclarkphotography.com/>



ASSOCIATION OF LEGAL ADMINISTRATORS SAN DIEGO CHAPTER

SAVE THE DATES

Upcoming Monthly Membership Meetings

RSVP: Kathy Culver at kculver@ssvwlaw.com

October 21

Managing Partner Luncheon

Topic: "Leadership Integrity"

Speaker: Jeff Lanza, Retired FBI Special Agent

Time: 11:45 a.m. to 1:15 p.m.

Location: Seasons 52 @ The Headquarters

789 West Harbor Drive, San Diego

***Scholarship and \$400 stipend to Annual Conference – May 17-20, 2015, Music City Center, Nashville, TN awarded at this event.**

Your Managing Partners will appreciate this informative lunch at Seasons 52 and are guaranteed to be entertained by Retired FBI Special Agent, Jeff Lanza, as he provides real FBI case examples to explain the root causes of unethical behavior and to facilitate the achievement of corporate goals at all levels with employee's morality and integrity intact.

This presentation will help professionals in all fields to develop, inspire, and maintain a culture of integrity in their organization. While chronicling failures of integrity from the cubicle to the corner office, Mr. Lanza provides a positive framework for hiring employees with high integrity and creating an environment which helps ensure that company personnel maintain their moral compass.

Approved for 1 hour MCLE credit in Ethics.

November 18

Topic: "Conducting an Effective Internal Investigation"

Speaker: Glen Kraemer, Esq., Hirschfeld Kramer LLP

Time: 11:45 to 1:30 p.m.

Location: The Westgate Hotel, Riviera Room

***Scholarship and \$400 stipend to Annual Conference – May 17-20, 2015, Music City Center, Nashville, TN awarded at this event.**

This is an educational session you cannot miss! Employment lawyer, Glen Kraemer, will provide attendees with a detailed framework on the effective way to conduct an internal investigation within your office. The invaluable information will help to protect you and your firm. Attendees will learn how to conduct all forms of internal investigations, including, sexual harassment claims, employee dishonesty, etc. As a special gift, all attendees will receive a highly detailed guidebook on conducting internal investigations within your firm. *You and your supervisors and managers should not miss this presentation.*

December 9

Chapter Holiday Luncheon

Time: 11:30 to 1:00 p.m.

Location: The Westgate Hotel, Riviera Room

Mark your calendars for our annual Chapter Holiday Luncheon. Relax with your fellow members and embrace the holiday cheer with great food, beverages, and our progressive gift exchange.

BOARD & MEMBERSHIP

OCTOBER BOARD MEETING . . . OCT 14, 2014
12:00 – 1:00 MORRIS POLICH & PURDY

OCTOBER MEMBERSHIP MEETING . . . OCT 21, 2014
MANAGING PARTNER LUNCHEON
12:00 – 1:30 AT SEASON'S 52 HARBOR DRIVE

NOVEMBER BOARD MEETING . . . NOV 11, 2014
12:00 – 1:00 LOCATION TBD

NOVEMBER MEMBERSHIP MEETING . . . NOV 18, 2014
12 – 1:30 AT THE WESTGATE HOTEL

EDITOR'S NOTES

Suck it up, Buttercup

By Rheesa Eddings

When most people think of October, they think of ghoulies and ghosties and long-legged beasts and small children dressed as superheroes and ladybugs. They also think of blood. Lots and lots of blood. Blood drooling from plastic vampire fangs, splashed copiously down the front of a t-shirt, garnishing deviled eyeball-eggs. Blood is the liquid of life and thicker than water and moves the wheels of history. So why aren't you sharing yours?

Excuse number one: *Others are donating enough.* Nope. Sorry. Only 5% of eligible donors actually donate. Whole blood has a shelf life of 42 days which is why a steady stream is important. Just ask Count Dracula.

Excuse number two: *I don't have any to spare.* Nice try. Whole blood donations are only 1 pint. You have about 2 pints for every 25 pounds of body weight. I'm guessing you have about 10 pints. Didn't your mother teach you to share?

Excuse number three: *I'm afraid of needles.* Ok. I hear you. But what are we, five years old? Every time you go to the doctor they take blood to check your cholesterol and glucose; therefore, refer to the title of this piece and suck it up, Buttercup!

Excuse number four: *I'm too busy.* What if you got hit by a UPS truck tomorrow and needed blood and everyone in the United States was "too busy" to donate blood? Uh huh. You can do better than that. They have mobile donation trucks. They're called "bloodmobiles." Vampires drive them. Here. Let me help you. <https://www.mysdbb.org/Appointment/Detail.html#mobiles>

Excuse number five: *They don't need my blood type.* They need all blood types. Drinking the same thing every day gets boring. Just don't eat garlic before you donate, that would be bad.

To find more excuses for why you can't give blood, visit the American Red Cross at <http://www.redcrossblood.org/> or the San Diego Blood Bank at <http://www.sandiegobloodbank.org/>.

Rheesa is the office manager for Fisher & Phillips, LLP. reddings@laborlawyers.com



THE MANDATE

Please congratulate our
2014/2015 BOARD OF DIRECTORS!



President	Monica Menzer	619/233-1155
President Elect - Education Chair	Anna Rushworth	619/236-1551
Vice President - Membership Chair	Tammie McQuain	619/819-2433
Treasurer	Brenda Winter	619/525-7626
Secretary	Shaila Schaible	619/236-1551
Director - Business Partner Relations	Liz Whitten	619/238-1811
Director - Bank Statement Auditor	Rita Hee	619/232-3122
Director at Large	Karen Lemmon	619/255-6450
Past President	Leslie Kaiser	858/587-7656

SPECIAL COUNSEL II



And our 2014/2015 COMMITTEE CHAIRS/MEMBERS

Academic Scholarship Chair	Carrie Merzbacher	858/942-2897
Business Partner Relation Chair	Liz Whitten	619/238-1811
Bylaws/Historian Chair	Patti Groff	619/233-4777
Chapter Audit Chair	Beverly Driscoll	619/232-3122
Chapter Awards/LRF/Prof. Association Liaison	Leslie Kaiser	858/587-7656
Chapter Library/CLM Materials Chair	Gerald Hester	619/515-3292
Communications Chair (MyEmma/MAAG)	Leslie Kaiser	858/587-7656
Community Connections Chair (C4C)	Angela Landeros	619/699-8338
	Henry Angelino	619/696-1410
	Tammie McQuain	619/819-2433
	Valerie Ramirez	619/356-3518
	Monica Menzer	619/233-1155
Diversity Chair	Jennifer Beckey	619/699-2735
Education Chair	Anna Rushworth	619/236-1551
Employment Job Bank	Anna Rushworth	619/236-1551
Handbook/Mailing Chair	Darcella Blecker	858/369-7280
Meeting Coordinator	Monica Menzer	619/233-1155
Hospitality Chair & RSVP's	Kathy Culver	619/239-7200
Hospitality Committee	Sandra Carillo	619/231-4844
	Wendy Connor	619/525-1300
Invitations Chair	Wendy Connor	619/525-1300
Membership Chair	Tammie McQuain	619/819-2433
Peer Connections Chair	Karen Lemmon	619/255-6450
Newsletter Editor	Rheesa Eddings	858/597-9600
Photographer	Kathy Culver	619/239-7200
Project LEAP Chair	Ginger Boss	619/234-1776
Media and Public Relations Chair	Carol McCabe	619/209-3000
Salary Survey Chair	Shaila Schaible	858/755-8500
	Janet Grant	619/232-8377
Social Media	Craig Crosby	619/515-3275
WebMaster	Matt Chaffee	619/232-0441
5k Challenge for Charity	Stephen Williamson	858/384-5863
	Carol McCabe	619/209-3000
	Wendy Connor	619/525-1300



Your connection
to knowledge, resources and networking

RICOH

UnionBank
The Private Bank

corodata
Off-site information at your fingertips

ESQUIRE
DEPOSITION SOLUTIONS

FORUM
INFO-TECH, INC
IT SOLUTIONS THAT FIT

CERTIFIED
INFORMATION MANAGEMENT
Securing Your Information

(888) 757-SHRED

Gunlocke
Performance in Wood.

HEALTH SAVINGS
ASSOCIATES
INSURANCE SERVICES, INC.

Innovative Computing Systems, Inc.
"Efficiency you can trust"

IST
The Company with Passion

LAN Solutions LLC

LegalStaff
OF SAN DIEGO

StyleGifts
Service That You LOVE Everyday...
www.stylegiftsltd.com

Why On Call Consulting
LEARN MORE
On Call Consulting

NEW BUSINESS PARTNER DIRECTORY!

2014/2015 BUSINESS PARTNER SPONSORS
THANKS FOR YOUR SUPPORT!

Please check the Chapter's Business Partner Directory *first* when you're shopping for a product or service for your firm. Not only are our Business Partners committed to delivering the highest quality products and services, they are also committed to furthering the goals of ALA San Diego by providing the funding we need for the outstanding educational and networking events and scholarship opportunities we value as members.

Please download the new [Business Partner Directory](#).

THE MANDATE



Where Knowledge and Service Matter



ALL-STATE LEGAL®

THE WESTIN
GASLAMP QUARTER
SAN DIEGO



MERRILL CORPORATION



The Mandate E-Newsletter
questions? Interested in
advertising? Want to
contribute an article?

Please contact:
Rheesa S. Eddings, Editor
reddings@laborlawyers.com

Copyright © 2014 by the Association
of Legal Administrators. All Rights
Reserved.



SAN DIEGO CHAPTER

 A Chapter of the
Association of Legal Administrators