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Volume 1 Issue 13



Palm Beach County

Chapter



The Palm Beacher

In This Issue...

PRESIDENT'S MESSAGE	3	NATIONAL HISPANIC MONTH	9
CHAPTER LEADERSHIP INST.	4	NEW MEMBERS!	10
SUMMER HAPPY HOUR	7	MEMBER NEWS!	11
AUGUST MEMBER MEETING	8	CALENDAR OF EVENTS	14



President's Message



Debbie Giordano
McCarthy Summers, Bobko, Wood,
Norman, Bass & Melby, P.A.
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Hope you all had a great summer! Though you can't tell by the weather, the summer is about over. Time to move toward the fall and then, before you know it...the Holiday Season. The days are just flying by. Seems the older I get, the faster time moves.

Our August member meeting featured Christine Hanley from Ford Harrison LLP as our speaker. As always, Christine provided us with an abundance of information. Many things are changing for employers due to the Affordable Care Act and Christine is keeping us up to date.

In mid-July, we had our summer happy hour at the Yard House in Palm Beach Gardens. At this social, we presented Vinceremos Therapeutic Riding Center with a check for the funds raised at the Community Challenge in May. Bob Bell and Rick Gallo from Integrated Data Technologies, along with Michele Martin and Matt _____ from Halsey & Griffith, were there and we thanked them once again for their support.

Our next Happy Hour will be in October. These Happy Hours are a good opportunity for all of us to get together in a casual setting to enjoy each other's company. In the last few months, we have added several new legal administrators to our Chapter. Please try to attend our next Happy Hour and get to know your fellow members better. It is always a good time....not to mention free food and drinks!

Our speaker for the September luncheon will be Bob Bell from Integrated Data Technologies. The topic will be "Cloud Security." With today's technology constantly changing, this is an important topic that we all need to know more about. Hope to see you all there!

On October 8th we will be having our Attorney Appreciation Luncheon. Steve Gilliland will be our featured speaker. Please note the change of venue!

This luncheon will be held at the Kravis Center on Okeechobee Boulevard and is sponsored by PNC Bank. Invitations will be going out later this month. Every member who brings at least one attorney to this luncheon will be able to place another business card into the drawing for the ALA National Conference next year in Toronto. No more than two business cards per member.

So encourage your attorneys to attend. It will be a great luncheon for them and an extra chance for you to win!

Chapter Leadership Institute (CLI)

What does a Camel, a Zebra, a Kangaroo and a Llama all have in common with Atlanta, Georgia? CLI of course! Well kind of. I was privileged to attend my second Chapter Leadership Institute (CLI)



conference in Atlanta, GA with our business partner chair, Sandy Bolin. We had the pleasure of attending a fabulous party hosted by one of our Corporate Business Partners, IST Management. If any of you are familiar with Hal Blackmon...his company sponsors many of the National ALA conferences. CLI this year was in his backyard of Atlanta, GA. Hal is known to throw some of the best parties and this one did not disappoint.

A private bus picked us up at the Hilton Hotel, providing beverages on the way. When we arrived at the mansion just outside downtown Atlanta, we were greeted with Hawaiian leis, cocktails and yes....two camels, a llama, a kangaroo, a Zebra and various other critters like hedgehogs and monkeys. The back of the house hosted a pool party and nighttime volleyball, where they served the best Southern BBQ I have ever tasted along with the biggest black and white cookies I have ever seen! Some folks ended up in the pool and not by their own accord. Well, enough about that!

This year's CLI theme was "ALA's Shining Stars." Everything flowed with clips of old movies and

television shows. We were greeted Friday morning by the fantastic keynote speaker Stevie Ray, Executive Director, Stevie Ray's Improv Company, who immediately revved everyone up with his "Commanding without demanding" presentation. His positive energy filled the room, all the while motivating everyone to be the best leader they can be. Following the keynote session we attended various breakouts where we discussed the challenges each chapter faces from Puget Sound to Boston and how to solve these growing issues in a group-like atmosphere. Other breakouts included creative writing, diversity training, public speaking, awards programs and recruiting, to name a few.

Saturday's keynote session included Mark Levin, CAE, CSP, President, BAI, Inc., who spoke on the gift of leadership and how to help make chapter leadership an exciting and rewarding experience for everyone. It truly is about giving the "gift" of leadership that builds a great team.

The Chapter Leadership Institute's mission is to help chapter leaders plan and lead board and chapter meetings, engage successful business partnerships, inspire creative ideas to increase chapter memberships, offer educational opportunities and provide mentoring for future leaders. It is an inspiring conference for those involved in chapter leadership.

I encourage those of you who have never volunteered for a committee to do so, try it once, get more involved; hopefully it will be a rewarding experience. Who knows...maybe you could be the next member to take a camel ride in July! [Go to Page 2](#)



Lori Ann DeMayo and friends



Chapter Leadership Institute (CLI) Cont...

First, I would like to thank the Board and Chapter for sending me to this event. It was a great experience to see how much ALA does supporting chapters and members. Makes you want to jump in and get things going.

One of the sessions I went to, of course, as BP Chair, was a panel of three of ALA's Business Partners. One thing they emphasized was our responses to them. Many members do not take their calls or talk to them for fear of the hard sell and not wanting to say "no." The message was: That is not the case. I have to say, talking to our local BPs that has been my experience. The Business Partners don't expect to sell to everyone; their businesses are not set up to handle everyone. They frequently have quotas to fill with calls or related activities. If we take the call, get their information and let



Telli Settimi and Sandy Bolin



Sandy Bolin and friends

opportunities to talk to and get to know the members, so that when we are ready to purchase or sign up for their service we will give them a shot at our business. Our Business Partners support our organization at all levels: local, regional and national. Without them, our costs to belong would be much higher and the many opportunities to learn and network would be limited. If you have a minute, take the next call from a

Business Partner, even if only to tell them your firm does not need their product or service.

Other sessions I attended included communications, public speaking and writing. I picked up new ideas and pointers, as well as taking a new look at old knowledge. In the communication session, we talked about the three different styles of learning. But it is more than learning, it is communicating. I was able to use the "new look at an old topic" my first day back in the office to resolve a problem a secretary and attorney were having. It was great!



them know if we are or are not interested, then they can check off another item on the list. It is a successful day. They appreciate t h e

Save the Date! Attorney Appreciation ~ October 8, 2013

Steve Gilliland

csp cpae



The Speaker

A member of the Speaker Hall of Fame, Steve Gilliland is one of the most in-demand and top-rated speakers in the world. Recognized by his peers as a master storyteller and brilliant comedian, he can be heard daily alongside Jeff Fox-worthy and Bill Cosby on SiriusXM Radio's



Laugh USA and Blue Collar Radio. With an appeal that transcends barriers of age, culture and occupation—plus an interactive and entertaining style—Steve shows audiences how to open doors to success in their careers, their relationships and their lives. He speaks to more than 250,000 people a year and has shared the platform with numerous dignitaries. Over two million people have heard him speak, with his audiences crossing over 29 different industries. Steve has the distinction of speaking in all 50 states and in 15 countries. As one newspaper stated, "Steve is what happens when the humor of Ron White collides with the inspiration of Zig Ziglar."

The Author

In addition to his brilliant speaking career, Steve is a prolific, accomplished author, evidenced by his book *Enjoy The Ride™* being on the publisher's best seller list for seven consecutive years and being named Author of the Year. His thought-provoking writing style makes his articles a favorite with nationally prominent magazines. He influences the lives of millions through his keynote speeches, books, CDs and DVDs. An extensive array of these products has been utilized by small businesses, Fortune 500 companies, U.S. and Canadian government agencies, churches, school districts and nonprofit organizations. Speaking the language of active business leaders, his books and CDs identify practical lessons that grow people and their businesses.

The Businessman

Steve built a multimillion-dollar company from the ground up on the same philosophy he expounds to his audiences. If you continually learn more about your company, your industry, your customer and yourself, you will always be a leader. You will

ather than process-driven, and you will make a difference. His motto is straightforward: "If you take care of people, the business will follow." He has been recognized by Who's Who for Speakers and Business Professionals, and *The Pittsburgh Business Times* named his company one of the fastest growing privately held companies in the region.

The Person

Steve was born and raised in the Pittsburgh area, resides in North Carolina and travels the world. He received his bachelor's degree from Grove City College (PA) and his MBA from Globe University (MN). He is a proud grandpa, devoted father of four boys and a loving husband to his wife, Diane. Steve learned great compassion for people and a commitment to a hard work and balanced life ethic at the knee of his highly principled Christian mother and stepfather. Whether Steve is speaking at an event, writing about current issues that impact people or leading his own employees, he is not just a person who challenges people to change, he motivates them to do so.

The Guarantee

Everyone who hears his message leaves with a renewed sense of enthusiasm for who they are and for what really matters.

Steve Gilliland, Inc.
P. O. Box- 1600
Mocksville, NC 27028

STEVE
Gilliland
HALL OF FAME SPEAKER

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www.stevegilliland.com

Summer Happy Hour



L-R: Laura Shaw, Bob Bell, Susan G, Debbie Giordano, Michelle Martin, Rick Gallo

Our summer Happy Hour at the Yard House in Downtown at the Gardens was well attended by our members. Thank you to everyone who braved the stormy weather to come out and enjoy a fun time!



**I had a great time!
Do you know my name?***

**Although it wasn't all fun and no work!
There was business to take care of!**



The Chapter's Community Connection Committee, along with our President, Debbie Giordano, presented Vinceremos Therapeutic Riding Center with a check for over \$16,000! These proceeds were raised at our Golf Tournament in May.

Congratulations to everyone who contributed to the success of the golf tournament which is helping so many children and adults in our community!

* Be the first to submit your guess of this Chapter member's name to geh@flappellatelow.com to win a free lunch in November! Members Only!

August Member Meeting



Our speaker at the August member meeting was Christine D. Hanley, Esq. from Ford Harrison LLP.

Ms. Hanley spoke on employment issues currently facing law firms. Some of the topics discussed involved when and under what circumstances to conduct a criminal and/or financial background check on new hires, as well as the ramifications on employer laws due to the Affordable Care Act (Obamacare).

Christine D. Hanley, Esq. - Ford Harrison LLP

The luncheon was sponsored by U.S. Legal Support, our Chapter's Alligator Alley Business Partner. Representing U.S. Legal was Lana Schrode.

U.S. Legal has been a staunch supporter of our Chapter and we thank them for their continued support!



**USLEGAL
SUPPORT**

All Alley

National Hispanic Heritage Month

Marina Field, Director of Administration
Wingert Grebing Brubaker & Juskie LLP
www.alanet.org/diversity

Hispanic Heritage Month begins from September 15 to October 15. It recognizes the contributions and important presence of Hispanic and Latino Americans in the United States by celebrating the histories, cultures and contributions of American citizens whose ancestors came from Spain, Mexico, the Caribbean and Central and South America. The observation started in 1968 as Hispanic Heritage Week under President Lyndon Johnson and was expanded by President Ronald Reagan in 1988 to cover a 30-day period starting on September 15 and ending on October 15. September 15 is significant because it is the anniversary of independence for Latin American countries Costa Rica, El Salvador, Guatemala, Honduras and Nicaragua. In addition, Mexico and Chile celebrate their independence days on September 16 and September 18, respectively.

Hispanics have had a profound and positive influence on our country through their strong commitment to family, faith, hard work, and service. They have enhanced and shaped our national character with centuries-old traditions that reflect the multiethnic and multicultural customs of their community. One such notable leader is Cesar Estrada Chavez, 1927-93. He was an American agrarian labor leader who began as a migrant worker and went on to become a community organizer in California and formed the National Farm Workers Association. Using strikes, fasts, picketing, and marches, he was able to obtain contracts from a number of major growers and launched a boycott against the table grape growers, mobilizing consumer support throughout the United States.

I encourage you to observe National Hispanic Heritage Month by joining in the celebration for the contributions and cultural traditions of Latin Americans. You can let your taste buds lead the way by throwing a cultural fiesta office lunch or happy hour and introduce traditional foods, music and culture. You can start by decorating in vivid colors and provide decorations such as piñatas and sombreros. Serve foods from Mexico, like tortillas, frijoles (beans), guacamole and salsa. Mexicans often eat enchiladas which are stuffed tortillas smothered in tomatoes and chili sauce. Ceviche is a popular salad with raw fish marinated in lime juice. Also, chili rellenos are large chillies stuffed with spiced meats or cheese. Tequila, cerveza (beer), or horchata (rice water) are common drinks. Some examples of traditional music include mariachi, samba, salsa, merengue, Latin jazz, and Tejano (or ranchero). Provecho!

Explore Additional Resources:

Hispanic Heritage: The Smithsonian:
www.smithsonianeducation.org/heritage_month/hhm/index.htm / Hosts a great deal of information, including a section on celebrating Hispanic Heritage.
Law Library of Congress:
<http://www.loc.gov/law/help/commemorative-observations/hispanic-heritage.php>

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Association of Legal Administrators

New Member Spotlight!

Sarah R. Steele
Firm Administrator
Murphy Reid, LLP



Sarah Steele has been the Legal Administrator for Murphy Reid, LLP for seven months. She is originally from Jupiter (the city not planet!), and moved back to this area to be closer to her family – especially her two nieces whom she absolutely adores!

Immediately before coming to Murphy Reid, Sarah was the office manager for Wicker Smith's Tampa office for nine years.

Sarah attended the University of Central Florida and earned a paralegal degree from Rollins College. Her hobbies include painting, gardening, traveling and boating. She also enjoys working with pet rescues to actively find loving families for homeless dogs and cats.

Sarah looks forward to being an active member of the PBCALA. She has been a member of the ALA for many years and finds the affiliation to be rewarding, both personally and professionally. Sarah states that "It is priceless to have the minds of so many smart and diverse people all in one place, working together to take our firms to the next level and make our work more fulfilling." Well said, Sarah!

Benita Koch, MBA
Firm Administrator
McLaughlin & Stern, LLP



Benita Koch has been employed by McLaughlin & Stern, LLP for four years, 2.5 of those years as their Administrator. She has an AA degree in Paralegal Studies, a BA degree in Organizational Leadership, and an MBA from Nova Southeastern University.

Benita volunteers for Coastal Poodle Rescue and fosters rescue dogs until they are adopted. Her goal is to sit for the CLM exam after meeting the CLE requirements. She enjoys spending her free time with her husband and their miniature poodle, Trouble.

Terrence M. Fogarty
Director of Administration
Lytal, Reiter, Smith, Ivey & Fronrath, LLP



Terrence M. Fogarty is a seasoned executive with over 25 years of experience in legal administration, and more than 30 years in the professional service environment. Early this year, he joined the

prestigious West Palm Beach law firm of Lytal, Reiter, Smith, Ivey & Fronrath as its Director of Administration.

In 2011 and 2012, Mr. Fogarty served as the Executive Director at Moye White LLP in Denver, Colorado. There he was responsible for the business operations of this 50 attorney law firm. Locally, Mr. Fogarty was the Director of Administration & Operations from 1995 to 2011 at McIntosh, Sawran & Cartaya, headquartered in Fort Lauderdale, where he helped manage 100 employees in four offices.

[Go to Page 2](#)

Welcome!

Member News!




James W. Menendez, CLM, has been appointed to a three-year term on the Statewide Advertising and Solicitation Grievance Committee of The Florida Bar. He is Firm Administrator for Crary Buchanan in Stuart and sits on the Bar's advisory board of the Law Office Management Assistance Service.

"The committee serves an important civic function in protecting consumers and businesses from misleading law firm ads and improper offers from attorneys," said Menendez, who volunteered for the post. "Complaints from the public can receive a full hearing before the committee and it can recommend stiff action."

The committee hears investigation reports from the Bar's assistant discipline counsel and Bar investigators. After reviewing the facts and recommendations, the committee decides whether disciplinary action or further investigation is needed.

"I will take each complaint about a lawyer ad or solicitation very seriously," Menendez said. "The public interest is my priority."

 Save the Date! Akerman is pleased to announce that the firm will be relocating to Phillips Point in August 2014. They will be taking 2.5 floors in the West Tower.



Gloria E. Hernandez, CLM, of Burlington & Rockenbach, P.A., has been appointed to the Regional Nominating Committee ("RNC") for Region 2 of the Association of Legal Administrators.

The RNC is responsible for selecting individuals to fill Regional Officer positions that will be open in the coming year, and identifying alternate candidates who could serve in these positions if a selected individual withdraws or if a vacancy occurs during the term of office.



The law firm of Domnick & Shevin PL is happy to announce that the office has moved to Downtown at the Gardens! Downtown at the Gardens is located just east of I-95 on PGA Boulevard.

The new address is 11701 Lake Victoria Gardens Ave., Suite 3201, Palm Beach Gardens, FL 33410, and is located on the second floor right above Grimaldi's Pizza.

Call for Volunteers!

Ever wonder how decisions are made in the Chapter? Want to have a vote on which charity benefits through the Community Connection event? Do you have skills that are just itching to come out and be used for a good cause? If you answered yes, then the next step is to volunteer!

The Chapter needs your help! Volunteers are needed for each of the committees. Contact the committee chair today for more information. Just click on their name and send them an email!

Volunteering on a committee (or two!) is the best way to meet other members and have a great time helping.

COMMITTEE

- Business Partner
- Community Challenge
- Education
- Job Board
- Legal Expo
- Legal Services Dir.
- Media Relations
- Membership
- Newsletter
- Nominating
- Salary/Benefits Survey
- Speakers
- Website

CHAIR

- [Sandy Bolin](#)
- [Laura Shaw](#)
- [Lisa Tierney](#)
- [Susan Gavsie](#)
- [Mary Aguiar](#)
- [Kim Ayers](#)
- [Nichole Cutsinger](#)
- [Michele Parcels](#)
- [Gloria Hernandez](#)
- [Dawn Tasca](#)
- [Jennifer Tracy](#)
- [Jim Menendez](#)
- [Jay Montgomery](#)

What are you waiting for?

VOLUNTEER TODAY!

August

- Jim Menendez, CLM**
- Pamela McBride**
- Dolly L. Castro**
- Beth Anderson**
- Jillian Feinstein**
- Carol S. Morris**
- Susan B. Williams**
- Dawn Tasca**
- Marilyn Fong**
- Marcy R. Dorr**
- Michele M. Parcels**

September

- Amber L. Fake**
- Diana Rennie**
- Pattie McElvy**

Happy Birthday!

[Go to Page 2](#)

Your connection
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Region 2 Conference & Expo

October 10-12, 2013
The Peabody Memphis
Memphis, Tennessee

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- Earn CLM, CLE, CPE and HRCI credits
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A Hub for Leadership

alanet.org/region2/conf



Palm Beach County Chapter

The Association of Legal Administrators (ALA) was formed in 1971 to provide support to professionals involved in the management of law firms, corporate legal departments and government legal agencies. ALA provides educational opportunities and services to more than 10,000 members representing more than 5,300 employers in 21 countries. ALA is structured into six regions with more than 100 chapters in the United States, Puerto Rico, Canada and New Zealand.

ALA's mission is to improve the quality of management in legal services organizations; promote and enhance the competence and professionalism of legal administrators and all members of the management team. The Association's members are law office administrators who manage such areas as finance, human resources, systems and technology, facilities, marketing and practice development.

BOARD OF DIRECTORS

Debbie Giordano, President
Sue Recchia, Vice-President
Susan Goldstein, Treasurer
Lori DeMayo, Secretary
Gloria E. Hernandez, CLM,
Immediate Past President
Dawn Tasca, Past President

Please contact:
Michele Parcels, Membership Chair
for membership information
(561) 686-3307
mparcels@nasonyeager.com

Calendar of Events

- September 2, 2013 Labor Day Holiday!
- September 10, 2013 Member Luncheon
- September 24, 2013 Board Meeting
- October 8, 2013 Attorney Appreciation Luncheon
Speaker - Steve Gilliland
- October 22, 2013 Business Partner Luncheon &
Board Meeting
- November 12, 2013 Member Luncheon
- December 5, 2013 Holiday Party
- January 1, 2014 Happy New Year!
- January 14, 2014 Member Luncheon
- January 28, 2014 Board Meeting
- February 11, 2014 Member Luncheon



Visit our website!
www.pbcala.org

If you have news you'd like to
see included in the newsletter,
please email
geh@flappellatlaw.com