KANSAS PARALEGAL ASSOCIATION
32nd ANNUAL MEETING & SEMINAR
FRIDAY, JUNE 12, 2009

CAPITOL PLAZA HOTEL & CONVENTION CENTER
Capitol Plaza Hotel & Convention Center
1717 SW Topeka Boulevard, Topeka, KS

Paralegals – Surviving in a Legal Jungle

Early bird discount available for registrations received on or before June 1, 2008	Before 6/01/09	After 6/01/09
Member	$89	$130
Non-Member	$99	$140
*Student (Name of Institution _____) * Must be enrolled in a paralegal/legal studies program and not employed as a paralegal or legal assistant.	$40	$50
1/2 Day (Does not include lunch)	$50	$60
Single Session	$30	$30
Lunch Only	$20	$20
Seminar Manual Only (will be mailed after Seminar)	$25	$25

Deadline for Pre-Registration is June 1, 2009

KANSAS PARALEGAL ANNUAL SEMINAR
JUNE 12, 2009

REGISTRATION FORM

Name: _____

Phone: _____

Firm/Company: _____

E-Mail: _____

_____

Fax: _____

Address: _____

Name of Organization you will be reporting CLE hours to:_____

Make checks payable to KPA. Mail this form to:

Kansas Paralegal Association
Annual Seminar – Andrea Duncan
400 S. Kansas Ave., Suite 200
Topeka, KS 66603

MORNING WORKSHOPS	
9:30 - 10:40 Early Morning Workshops (Choose One)	***10:55 - 11:55 Late Morning Workshops (Choose One)***
____**Small Office Management for Paralegals** *Brenda Woodman*	___ **42 U.S.C. § 1983** *David Cooper*
___**Bankruptcy** *Tom Valentine*	___**Estate Planning** *Rob Telthorst*
___**Work Product Doctrine** *James R. Jarrow*	___ **Ethics – Reporting Attorney Misconduct** *Joe Colantuono*

AFTERNOON WORKSHOPS	
1:30 - 2:40 Early Afternoon Workshops (Choose One)	***3:00 - 4:00 Late Afternoon Workshops (Choose One)***
___ **Work Comp– A Paralegal's Role** *Jim Biggs*	___ **Interactive Interviewing and Effective Information Gathering** *Shaye L. Downing*
___ **Personal Injury – A Paralegal's Role** *Brenda Head*	___ **E-Discovery -- Policies and Procedures From Legal and IT Perspectives** *Allyson Yarbrough & Russell Dyke*
___ **Electronic Discovery** *Kerry Mooneyham*	___ **Avoiding Attorney-Client Privilege and Confidentiality Mistakes in the Electronic Age** *Joan Archer*

Please return this sheet with your check.

Schedule:

7:45	-	8:30	Breakfast and Registration
8:15	-	9:15	32nd Annual Meeting
9:30	-	10:40	Early Morning Workshops
10:40	-	10:55	Break
10:55	-	11:55	Late Morning Workshops
12:00	-	1:30	Luncheon with Keynote Speaker, Presentation of Awards, and Induction of the New Board Members.
1:30	-	2:40	Early Afternoon Workshops
2:40	-	3:00	Break
3:00	-	4:00	Late Afternoon Workshops
4:00	-	4:30	Adjourn/Networking

Meet the Speakers:

KEYNOTE SPEAKER

Honorable Melissa Taylor Standridge
Judge of the Court of Appeals 2008 -

Melissa Taylor Standridge was born in Kansas City, Missouri on July 12, 1962. She graduated from the University of Kansas with an undergraduate degree in business administration. In 1993, she earned her juris doctorate, with honors, from the University of Missouri - Kansas City School of Law where she was Editor-in-Chief of the UMKC Law Review and Chief Justice of the Appellate Advocacy Program.

Upon graduating from law school, Judge Standridge began a two-year position with the U.S. District Court for the Western District of Missouri working as chambers counsel to the Honorable Elmo B. Hunter. She joined Shook, Hardy & Bacon as an associate in 1995. While at Shook, Judge Standridge was an active member of the Search Committee, the Pro Bono Committee and a driving force in creation of the firm's Diversity Sub-Committee. She left Shook in 1999 to work as chambers counsel to Magistrate Judge David J. Waxse.

Judge Standridge is involved in many professional associations, including the Kansas Bar Association as a district representative on the Board of Governors and as President of the Earl E. O'Connor American Inns of Court. She received the Sandra Day O'Connor Award for Professional Service from the National American Inns of Court in 2004, was selected as a 2006 Kansas City Legal Leader of the Year from The Daily Record, and earned the Outstanding Service Award from the Kansas Bar Association in 2001.

In addition to her professional activities, Judge Standridge also has been incredibly active in the community. She has been a foster mother since 2000, and is an adoptive mother to three children, who were initially her foster children. She also has given her time and talent to the Midwest Foster Care and Adoption Association, Habitat for Humanity, the Myasthenia Gravis Association, and other community needs. In 2007, she was selected as an Angel in Adoption by the Congressional Coalition on Adoption Institute. Congressman Dennis Moore selected Judge Standridge as the sole recipient in the Third Congressional District to receive this national award for outstanding commitment to improving the lives of children in need of permanent homes.

9:30 - 10:40 Early Morning Workshops

Brenda Woodman, is a paralegal for Edward J. Hund, a sole practitioner, in Wichita, Kansas, primarily in the areas of medical malpractice and personal injury.

Brenda attained her associate of science paralegal degree in 1988 from Wichita State University and continued there to achieve her bachelor's degree in business administration in 1990.

Brenda has been a member of KPA since 2000 and also has served on the KPA Board of Directors as Education Director and District I Director.

Thomas Valentine earned his Bachelor of Arts degree from Wichita State University in 1966 and his Juris Doctorate from Washburn University School of Law in 1969. He served as Captain in the United States Army and served in the Republic of Vietnam as an attorney for USRV, VOMA.

Tom is admitted to practice in Kansas, Nebraska and the Federal District Courts for the 8th and 10th Circuits. He is also licensed to practice in Prairie Band-Pottawatomie, Kickapoo and Sac and Fox Tribal Courts in Kansas. Tom is a member of the American Bar Association, Kansas Bar Association, Topeka Bar Association, American Alliance of Credit Attorneys, Commercial Law League, NARCA and Kansas Credit Attorney Association.

Tom was a Partner in the firm of Sloan, Listrom, Eisenbarth, Sloan and Glassman until he founded Thomas A. Valentine, P.A. on January 1, 1996. Thomas A. Valentine, P.A. became Valentine & Zimmerman, P.A. on January 1, 2007 with Mr. Valentine as principal shareholder.

Tom is the founding president of Consumer Credit Counseling Service in Topeka and has served as president of the Topeka Collection Bar and Kansas Credit Attorney Association.

James R. Jarrow, Esq. is a partner in the law firm of Baker Sterchi Cowden & Rice, L.L.C., with offices in Missouri and Kansas. He regularly tries lawsuits, as he practices in civil litigation in both state and federal courts. Mr. Jarrow serves as national trial counsel and regional trial counsel for several clients. He has lectured to various professional groups on litigation issues. He is the Editor of the Missouri Bar's Professional Negligence Section of the Court's bulletin.

10:55 - 11:55 Late Morning Workshops

David Cooper is a partner in the law firm of Fisher, Patterson, Sayler & Smith, L.L.P., practicing in the firm's office in Topeka, Kansas.

Mr. Cooper practices primarily in governmental liability and civil rights litigation and appellate practice. He advises government officials on matters of employment law, law enforcement issues and matters of municipal governance that relate to risk management and/or litigation. He served two years as research attorney for the Hon. Robert J. Lewis Jr. of the Kansas Court of Appeals and has been in private practice since.

Mr. Cooper is a board member of the Kansas Association of Defense Counsel and serves as adjunct faculty for the Washburn University School of Law Trial Advocacy Program. He is a member of the Topeka and Kansas Bar Associations, the Kansas Association of Defense Counsel, the Defense Research Institute and the Sam A. Crow American Inn of Court.

Rob Telthorst is a principal in the Law Firm of Telthorst & Associates, LLC. The firm practices in estate planning, business organization, and charitable giving. He has been counseling families on general estate planning and retirement planning matters, including business and farm succession, for twenty one years.

Mr. Telthorst is an adjunct professor of the Academy of Multidisciplinary Practice, and a senior fellow of The Estate and Wealth Strategies Institute at Michigan State University. He frequently lectures about estate and tax-related matters. Mr. Telthorst is also a member of the Wealth Counsel (a national organization of estate planning professionals from various fields of expertise). Other associations to which he is a member include the American, Kansas, Missouri and Topeka Bar Associations. Mr. Telthorst is admitted to practice law in both Kansas and Missouri and before the U.S. Tax Court. He is a member of the Real Estate, Probate and Trust section of the Kansas Bar Association and is a member of the KBA's public information committee. He has also served as a Special Administrative Law Judge for the Kansas Department of Human Resources.

Mr. Telthorst co-authored a book entitled "*Giving: Philanthropy for Everyone*," which is a guide of answers to frequently asked questions about charitable planning. Other works to which Mr. Telthorst is a contributing author and editor include the "*Kansas Consumers' Guide to Law*" published by the Kansas Bar Association.

He is a 1982 graduate of the University of Kansas and a 1986 graduate of Washburn University School of Law. Rob and his wife Margaret have been married for 25 years and are the parents of two children: Michael age 20 and Anna age 18.

Joe Colantuono is a recipient of Missouri's Lon O. Hocker Trial Attorney Award. He practices employment and business litigation. He is licensed in Kansas, Missouri, the United States District Courts of Kansas and the Western District of Missouri, the Fifth, Eighth and Tenth Circuits, and the United States Supreme Court. He has substantial experience in Title VII, ADA, ADEA, FMLA, wage/hour and non-compete litigation.

Mr. Colantuono is a frequent speaker on employment law topics. Mr. Colantuono graduated from the University Nebraska College of Law, and has been practicing in metropolitan Kansas City for over 29 years. Mr. Colantuono is AV rated in Martindale-Hubbell, and is a Master in the Earl E. O'Connor Chapter of the American Inns of Court. He is also a member of the Ethics and Grievance Committee of the Johnson County Bar Association.

1:30 - 2:40 Early Afternoon Workshops

JAMES B. BIGGS is a partner of Davis, Unrein, Biggs & Head, L.L.P. A 1986 graduate from Emporia State University, he received his Juris Doctorate degree from Washburn University School of Law in 1989. His practice primarily is concentrated in the area of workers' compensation law focusing on insurance defense. Mr. Biggs represents several insurance companies, self-insureds and third party administrators in his defense of workers' compensation claims. Mr. Biggs is a frequent lecturer on workers' compensation and other related issues. He is a member of the Topeka, Kansas and American Bar Associations, Kansas Trial Lawyers Association and the Association of Trial Lawyers of America.

Brenda L. Head is a partner of Davis, Unrein, Biggs & Head. She graduated from Kansas State University in 1989, and received her Juris Doctorate degree from Washburn University of Topeka, with honors, in 1992. Ms. Head was admitted in 1992; and is admitted to the District Courts of Kansas; U.S. District Court, District of Kansas; U.S. Supreme Court; U.S. Court of Appeals, Tenth Circuit. She is a member of the Topeka, Kansas, and American Bar Associations, the Kansas Association of Justice, and the American Inns of Court (Hon. Sam A. Crow Chapter). Ms. Head practices in a variety of areas including: civil litigation, appellate practice, commercial law, employment law, negligence law, products liability law, professional liability law, and tort law.

Kerry D. Mooneyham is a litigation paralegal in the Products Liability practice group of Stinson Morrison Hecker LLP. Ms Mooneyham has twenty years of experience as a paralegal in all sizes of law firms working on behalf of both plaintiffs and defendants, with a primary focus in products liability, personal injury, and employment law. Ms. Mooneyham is a past Missouri Paralegal Association board member, former editor of the Association's newsletter and currently serves as the Public Relations Officer. She has authored training material for paralegals, document clerks, and paralegal interns as well as training manuals for database design and coding, has written for The Daily Record, and is an experienced presenter at both internal and external seminars. Ms. Mooneyham earned her paralegal certificate from Penn Valley Community College.

3:00 - 4:00 Late Afternoon Workshops

Shaye L. Downing originally began working with Sloan Law Firm as a law clerk in 2003. Her skills in organizing complex litigation and tackling legal issues then brought her to the firm as an associate attorney in 2005.

Ms. Downing is a graduate of the University of Kansas School of Law. Her dual undergraduate degrees in Psychology and Sociology were also earned at the University of Kansas. Her law school activities included competition in the school's moot court competition and membership in the Black Law Student Association (BLSA).

Ms. Downing's professional affiliations include membership in the American Bar Association, Kansas Bar Association and the Women Attorneys Association of Topeka. She is admitted to practice law in the State of Kansas' state and federal courts.

After growing up in Kansas, Ms. Downing and her husband, John, have continued to make Kansas their home. They and their son, live in Lawrence.

E-mail Ms. Downing at **sdowning@sloanlawfirm.com**

Allyson Yarbrough, Corporate Counsel, is in-house counsel at Westar Energy, Inc. with a primary responsibility for employment and labor law matters, and privacy and security compliance laws. She also handles contract drafting and negotiation, customer service issues, real estate matters, and some civil litigation. Prior to working at Westar Energy, Allyson worked at Ayesh Law Offices in Wichita, Kansas first as a legal assistant then as a researcher/summer law clerk and finally as an associate attorney. Since 2006, Allyson has led the combined Law Department/IT eDiscovery team to develop Westar Energy's practices and procedures necessary to comply with the 2006 amendments to the FRCP. Allyson received her Law Degree from the University of Kansas.

Russell Dyke, Manager, Software Systems Engineer, within the Information Technology department at Westar Energy, Inc. Russell manages a group responsible for eDiscovery and FRCP compliance, 2nd level workstation technical support, and advanced audiovisual support and management. Since the December 2006 FRCP amendments, Russell has developed the technical tools and procedures required for compliance with the FRCP under the advice of the Legal Department at Westar Energy. Russell started at Westar Energy in the Internal Audit department as an EDP auditor, but was quickly hired into IT as their Research and Development specialist. Russell is a graduate of Washburn University with a BA in Computer Information Technology.

Joan K. Archer practices at Lathrop & Gage, LLP, where she has extensive experience litigating intellectual property matters, including trademark, patent, unfair competition, and copyright cases, as well as complex business disputes. Ms. Archer's practice also includes counseling clients on trademark matters, including prosecuting applications before the U.S. Patent and Trademark Office, and litigating opposition and cancellation proceedings. She has substantial experience litigating cases involving the Internet and computers, including disputes involving domain names and black-market software.

Ms. Archer has written numerous publications and given several presentations on intellectual property and electronic discovery topics. She is a member of numerous professional associations and is a past member of the U.S. District Court for the District of Kansas Bench Bar Committee. She currently is a member of the Earl E. O'Connor Kansas Inn of Court (Master and Board Member) and the American Bar Association (Litigation Section, Expert Witness Committee, Co-Chair; Litigation Section, Intellectual Property Litigation Committee, Trademarks Subcommittee Co-Chair). Ms. Archer graduated from The University of Kansas School of Law, where she was Managing Editor of the Kansas Law Review. She also earned her Ph.D. from The University of Kansas and her M.A. degree from Wayne State University in Detroit, Michigan. She graduated *Summa Cum Laude* and earned her B.A. degree from Gonzaga University.

GENERAL INFORMATION

Pre-Registration:

Pre-registration is recommended. Walk-in registrations will be accepted at the seminar if space is available. If you have not pre-registered, please call the day before the seminar to confirm that there have been no schedule changes. Call Andrea Duncan, Event Chairperson, at (785) 228-5736.

Cancellations:

If your schedule changes and you contact us at least 48-hours before the start of the seminar, we will offer you a full tuition refund. No refunds will be given for cancellations made after the 48-hour deadline. However, the seminar materials will be mailed to the address on your registration form. If you desire, you may send another person to take your place at the seminar.

Format:

This seminar will be presented in a live, lecture-style format.

Tape/Video Recording:

We ask your cooperation in not recording this program.

Accommodations:

To ensure that your experience will be as pleasant as possible, please notify seminar staff at least one (1) week in advance to request any special accommodations. You may identify yourself to seminar staff the day of the event and every reasonable attempt to accommodate your needs will be made.

Continuing Education Credit:

Application for Continuing Legal Education (CLE) credit has been submitted to NFPA (National Federation of Paralegal Associations) for this seminar. When approved CLE for Paralegals should include 4.25 hours NFPA, including 1.0 hour ethics. A certificate of participation will be issued to those paralegals/legal assistants wishing to submit "CLE hours" to any other organization.

An application for Continuing legal Education (CLE) credit has been submitted to NALA (National Association of Legal Assistants, Inc.) for this seminar. Approval pending.

Special thanks to all our presenters for donating their time to make this seminar successful.

SEMINAR STAFF:

Andrea Duncan	**785-228-5736**
Pat Pappaceno	**785-575-8327**
Vicki Yost	**785-368-3883**
Janice Ayers	**785-357-6311**
Lori Turner	**913-794-1421**
Linda Joseph	**913-345-6361**
Kendra Steckline	**785-233-0593**

Please feel free to contact any member of the seminar staff with any questions or special accommodations regarding the Kansas Paralegal Association's 2009 Annual Seminar.

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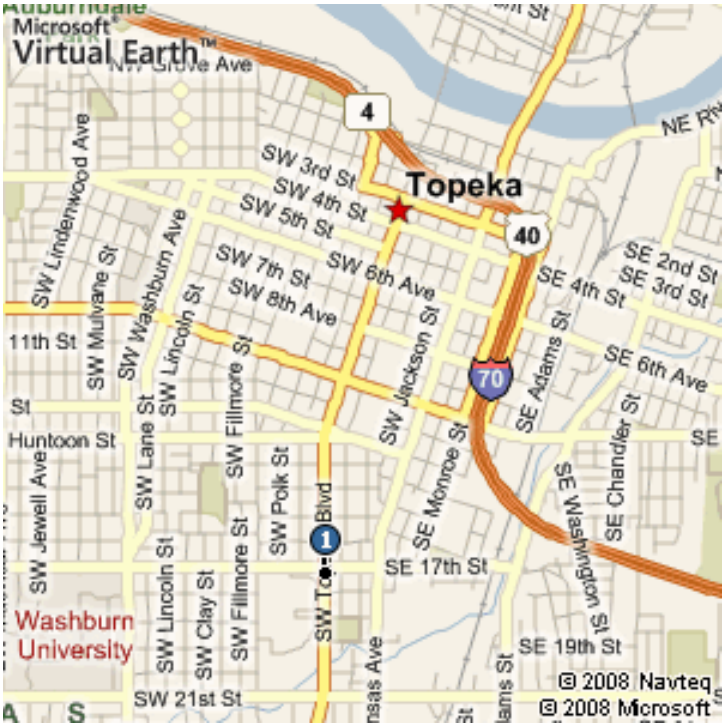

Please call 785-431-7200 for room reservations.