



# CONFERENCE & EXPO 2018

July 11-13  
St. Louis, MO  
Hilton St. Louis at the Ballpark



# NALA WELCOMES YOU TO THE 2018 CONFERENCE & EXPO

The 2018 NALA Conference & Expo will be held in St. Louis, MO at the Hilton St. Louis at the Ballpark conveniently located in the center of downtown. Our featured speakers bring an abundance of educational information to help you learn and develop your professional skills. We appreciate our members and those who support the paralegal profession. Join us at the nation's largest paralegal conference!

## Conference Rates

	Best Rate (Ends May 31st)	Standard Rate
Member	\$535	\$600
Non-Member	\$590	\$655
Student	\$199	\$299
Social-Day 1	\$79	\$99

## Hotel Accommodations

Hilton St. Louis at the Ballpark  
1 S. Broadway, St. Louis, MO 63102  
1-314-421-1776

Reservations can be made at:

[www.nala.org/conferences/nala-conference-expo](http://www.nala.org/conferences/nala-conference-expo)

Single/Double Room Rate: **\$139 per night** (plus tax)

*If you wish to extend your stay after the conference, please contact the hotel directly for pricing.*

Check-in is at 4:00pm

Check-out is at 11:00am

Room Rate Cut-off is June 18, 2018

Please note that these rates are guaranteed until the cut off date or until the block is full. If special accommodations are necessary, please inform hotel during reservation. All reservations must be guaranteed with a deposit for the first night's guest-room and tax charge. This will be billed immediately. Hotel allows individual cancellations without penalty up to 72 hours prior to arrival date. Hotel will charge one night's guaranteed guest-room rate plus tax for cancellations within 72 hours. If you call the hotel to reserve your room a \$15 fee will be assessed.

## Registration/Help Desk

Upon arrival at the conference, attendees will check-in at the NALA registration/help desk. You will receive your name badge and event bag which includes important information relevant to the conference. If, at any time, you have a question please stop by the help desk. Our team will be happy to assist you!

## Voting

The 2018 NALA Election will take place at this year's conference. All members with an Active type membership 45 days prior to the Annual Meeting will be able to vote for NALA's Board of Directors and any Bylaw changes. If you will not be able to attend this year's conference but would still like to vote, please visit [www.nala.org](http://www.nala.org) and search for NALA Election Information.

## Receptions

The Opening Night Reception and Affiliate Showcase will be held on Wednesday, July 11 from 6:00pm to 8:00pm. It will feature hors d'oeuvres, and a cash bar will be available. This is a great opportunity to network and greet old friends! The reception for the Installation of Officers will be held on Friday, July 13 from 5:30pm to 6:30pm. This event is welcome to anyone who wishes to attend. It will also feature hors d'oeuvres, desserts, and a cash bar.

## Photos & Videos

By registering for this conference you grant NALA permission to take, use, reuse, and publish: photographs and/or videos of attendees in any and all of its publications and in any and all other media, including but not limited to use and publication on the Internet, web-pages, magazines, and social media accounts.

## Cancellations

All conference registration cancellations received after June 11, 2018, will be assessed a \$100 processing fee.

## RECORDINGS

The sessions of the 2018 Conference & Expo will be recorded as part of the **NALA Playback Works Collection**. These session presentations include the presenters PowerPoint with synced audio for visual re-creation of each presentation. Pre-order your subscription package now and **SAVE \$100!** Regular pricing will take effect after conference.

PACKAGE	PRE-ORDER	REGULAR	INCLUDED
Fast Pass	\$99	\$199	On demand (6) months of streaming ONLY access.
Season Pass	\$149	\$249	On demand (12) months of streaming and offline download access.
Works Package	\$199	\$299	USB Flash Drive and (12) months of streaming + download offline access.

**NO CLE PROVIDED**

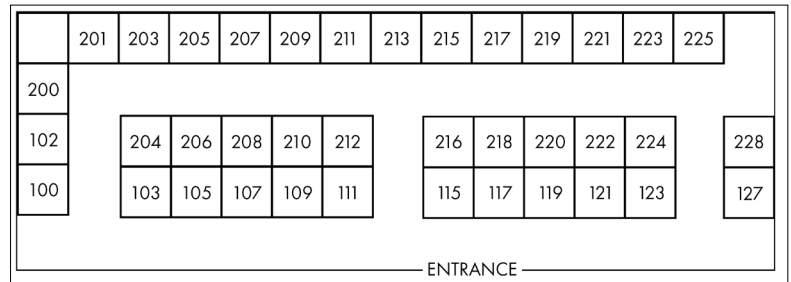
## EXPO HALL

At the 2018 Conference & Expo, you have the opportunity to meet with many different businesses and organizations from around the United States. Vendors at the Expo Hall are there to offer paralegals products and/or helpful information to help them advance their careers. **Any time you enter the Expo Hall you will be required to show your name badge.**

**WEDNESDAY, JULY 11**  
**7:30am - 2:00pm**

**THURSDAY, JULY 12**  
**7:30am - 2:00pm**

Expo Hall Map



\*DISCLAIMER: Your interactions with vendors associated with the NALA Expo Hall, including payment and delivery of goods or services, and any other terms, conditions, warranties or representations associated with such dealings, are solely between you and such organizations and/or individuals. You should conduct whatever research you feel necessary or appropriate before proceeding with any online or offline transaction with any of these third parties.

By registering for conference you agree that NALA-The Paralegal Association is not responsible or liable for any loss or damage of any sort incurred as the result of any such dealings. If there is a dispute between you and a vendor, you understand and agree that NALA-The Paralegal Association is under no obligation to become involved. In the event of dispute, you hereby release NALA-The Paralegal Association, and its officers and employees, in rights from claims, demands and damages (actual and consequential) of every kind of nature, known or unknown, suspected or unsuspected, disclosed and undisclosed, from any such disputes.



## MESSAGE FROM THE PRESIDENT

I personally want to invite you to join us in St. Louis, MO on July 11-13, 2018 for the **2018 NALA Conference & Expo!** This year's agenda features unforgettable and knowledgeable speakers as well as exceptional education sessions. NALA attendees (93%) have rated our conference better than other conferences they have attended. If you are considering attending the conference for your first time, you will not be disappointed. I look forward to seeing you at this year's conference!

*Cassandra Oliver*

## QUOTES FROM CONFERENCE FANS

“Continue the great work! I learned a great amount of information from speakers in a short time!”

“This will be my 3rd and I love the ladies I met from last year and can't wait to see them again!”

“I was so impressed with the conference and meeting so many paralegals from around the country.”

# WEDNESDAY AGENDA

## CLE INFO:

The 2018 sessions are approved for attorney and paralegal CLE credit by the NALA Certifying Board, the State Bar of California, State Bar of Florida, and The Louisiana State Paralegal Association. Approval for CLE from the North Carolina State Bar and Texas Board of Legal Specialization has been submitted. Please additional detailing relating to CLE, please visit [www.nala.org](http://www.nala.org).

### ROOM NAME

Session Name

Instructor Name

Course Level: BAS

INT

ADV

7:30am - 9:00am	Continental Breakfast in Expo (Badge Required) - <i>Gateway Ballroom 2-5</i>
8:00am - 8:30am	Orientation - <i>Grand Ballroom</i>
7:30am - 2:00pm	Expo Hall Open (Badge Required) - <i>Gateway Ballroom 2-5</i>
9:00am - 10:00am <b>1 CLE</b> <i>(Non-substantive)</i>	Opening Session / Keynote - <i>Grand Ballroom</i> <b>Become the CEO of Your Whole Life (#12)</b> Eileen T. O'Grady, Ph.D., RN, NP
10:00am - 10:30am	Coffee Break in Expo Hall (Badge Required) - <i>Gateway Ballroom 2-5</i>
10:30am - 12:00pm	Affiliated Associations Meeting & Awards- <i>Grand Ballroom</i> <b>How to Grow Your Association's Membership with a Stellar CLE Conference (#11)</b> Houston Paralegal Association
12:00pm - 1:00pm	Box Lunch / Expo Time / Panel Discussion (Ticket Required) - <i>Arch View Ballroom</i>
1:00pm - 1:30pm	Expo Time (Badge Required) - <i>Gateway Ballroom 2-5</i>
1:30pm - 2:30pm <b>1 CLE</b> <i>(Non-substantive)</i>	<b>How to Handle Your Lawyer(s) (#28)-</b> <i>Grand Ballroom</i> John David Lackey
3:15pm - 5:00pm	Annual Meeting & Awards - <i>Grand Ballroom</i>
5:00pm - 6:00pm	Affiliate Setup (Setup Passes Required) - <i>Arch View Ballroom</i>
6:00pm - 8:00pm	Opening Night Reception & Affiliate Showcase (Ticketed Event) - <i>Arch View Ballroom</i> <i>1 Drink Per Person w/Ticket, Light Hors D'oeuvres, and Cash Bar</i>

# THURSDAY AGENDA

7:30am - 9:00am	Continental Breakfast in Expo (Badge Required) - <i>Gateway Ballroom</i>				
7:30am - 2:00pm	Expo Hall Open (Badge Required) - <i>Gateway Ballroom 2-5</i>				
7:30am - 8:15am	2017-2018 Board of Directors Meeting - <i>Broadway</i>				
8:30am - 10:00am  <b>1.5 CLE</b>	<b>GRAND BALLROOM AB</b>	<b>GRAND BALLROOM C</b>	<b>GRAND BALLROOM D</b>	<b>GRAND BALLROOM EFG</b>	<b>GATEWAY BALLROOM 1</b>
	Ethics & Issues in Cases with Endless Loose Ends  Lackey	Technology - Internet Sleuthing  Hale	In-House Management of Outside Counsel  Osborn & Gimino	Ethical Use of Social Media  Gallozzi	CP Review: Skills Exam - Essay Writing  LaGrave
	INT - <b>Ethics</b> (#26)	ADV (#37)	INT (#29)	INT - <b>Ethics</b> (#25)	BAS (#19)
10:00am - 10:30am	Coffee Break in Expo (Badge Required) - <i>Gateway Ballroom 2-5</i>				
10:30am - 12:00pm  <b>1.5 CLE</b>	<b>GRAND BALLROOM AB</b>	<b>GRAND BALLROOM C</b>	<b>GRAND BALLROOM D</b>	<b>GRAND BALLROOM EFG</b>	<b>GATEWAY BALLROOM 1</b>
	Different Types of Title IX Cases  Lackey	Criminal Investigation  Hale	Preserving Privilege in the Corporate World  Osborn & Gimino	FAA Regulatory Activity Concerning Drones  Gallozzi	CP Review: Contract Law  LaGrave
	ADV (#24)	INT (#21)	ADV - <b>Ethics</b> (#33)	ADV (#27)	BAS (#14)
12:00pm - 1:00pm	Lunch (Included ONLY with Full Conference Registration, Ticketed Event) - <i>Arch View Ballroom</i>				
1:00pm - 1:30pm	Expo Time (Badge Required) - <i>Gateway Ballroom 2-5</i>				
1:30pm - 3:00pm  <b>1.5 CLE</b>	<b>GRAND BALLROOM AB</b>	<b>GRAND BALLROOM C</b>	<b>GRAND BALLROOM D</b>	<b>GRAND BALLROOM EFG</b>	<b>GATEWAY BALLROOM 1</b>
	Project Management in Electronic Discovery  Quartararo	Dealing with Difficult People  O'Grady	Using Social Media and Surveillance in Your Favor  Paskiewicz	The Future of Analytics and Technology  Kaminski	CP Review: U.S. Legal System and Procedure  Schuch
	INT (#34)	BAS - <b>Non-Sub</b> (#23)	INT (#40)	INT (#39)	BAS (#20)
3:00pm - 3:15pm	Break - <i>Gateway Foyer</i>				
3:15pm - 4:45pm  <b>1.5 CLE</b>	<b>GRAND BALLROOM AB</b>	<b>GRAND BALLROOM C</b>	<b>GRAND BALLROOM D</b>	<b>GRAND BALLROOM EFG</b>	<b>GATEWAY BALLROOM 1</b>
	Advanced Project Management  Quartararo	The Art and Science of Building Habits  O'Grady	Navigating Ride-Sharing Laws  Paskiewicz	Intelligent Information Governance  Kaminski	CP Review: Civil Litigation and Torts  Schuch
	ADV (#10)	BAS - <b>Non-sub</b> (#38)	INT (#32)	INT (#30)	BAS (#13)

# FRIDAY AGENDA

7:30am - 9:00am	Continental Breakfast - <i>Arch View Ballroom</i>				
7:30am - 8:15am	2018-2019 Board of Directors Meeting - <i>Broadway</i>				
8:30am - 10:00am  <b>1.5 CLE</b>	<b>GRAND BALLROOM AB</b>	<b>GRAND BALLROOM C</b>	<b>GRAND BALLROOM D</b>	<b>GRAND BALLROOM EFG</b>	<b>GATEWAY BALLROOM 1</b>
	Project Management in Electronic Discovery Quartararo INT (#34)	Talk Like a Leader NALA BAS (#35)	Preserving Privilege in the Corporate World Osborn & Gimino ADV - Ethics (#33)	Intelligent Information Governance Kaminski INT (#30)	CP Review: Corporate & Commercial LaGrave BAS (#15)
	Break - <i>Grand Foyer</i>				
10:00am - 10:30am	<b>GRAND BALLROOM AB</b>	<b>GRAND BALLROOM C</b>	<b>GRAND BALLROOM D</b>	<b>GRAND BALLROOM EFG</b>	<b>GATEWAY BALLROOM 1</b>
	Advanced Project Management Quartararo ADV (#10)	Criminal Investigation Hale INT (#21)	In-House Management of Outside Counsel Osborn & Gimino INT (#29)	The Future of Analytics and Technology Kaminski INT (#39)	CP Review: Professional & Ethical Responsibility LaGrave BAS - Ethics (#17)
	Lunch (On Your Own)				
12:00pm - 1:30pm	<b>GRAND BALLROOM AB</b>	<b>GRAND BALLROOM C</b>	<b>GRAND BALLROOM D</b>	<b>GRAND BALLROOM EFG</b>	<b>GATEWAY BALLROOM 1</b>
	Misappropriation of Electronic Data Schultz BAS (#31)	Technology - Internet Sleuthing Hale ADV (#37)	Navigating Ride-Sharing Laws Paskiewicz INT (#32)	Ethical use of Social Media in Law Practice Gallozzi INT - Ethics (#25)	CP Review: Criminal Law and Torts Schuch BAS (#16)
	Break - <i>Grand Foyer</i>				
3:00pm - 3:15pm	<b>GRAND BALLROOM AB</b>	<b>GRAND BALLROOM C</b>	<b>GRAND BALLROOM D</b>	<b>GRAND BALLROOM EFG</b>	<b>GATEWAY BALLROOM 1</b>
	Data Breach and Civil Actions Schultz INT (#22)	Team Excellence NALA BAS - Non-sub (#36)	Using Social Media and Surveillance in Your Favor Paskiewicz INT (#40)	FAA Regulatory Activity Concerning Drones Gallozzi ADV (#27)	CP Review: Real Estate & Property Merrell BAS (#18)
	Reception and Installation of Officers (Everyone is Welcome!) - <i>Arch View Ballroom</i>				
3:15pm - 4:45pm					
5:30pm - 6:30pm					

# SESSION DESCRIPTIONS

## Advanced Project Management Competencies for Paralegals (#10)

**Speaker:** Michael Quartararo

**Course Level:** Advanced

Project management involves much more than how to define the scope of a project, plan activities, create timelines and manage budgets. Project managers must also possess strong leadership skills and have problem-solving experience, analytical, people and communication expertise. In this session, Michael Quartararo, the Director of Litigation Support Services at Stroock & Stroock & Lavan LLP and the author of the 2016 book *Project Management in Electronic Discovery*, will elaborate on advanced project management competencies for paralegals, including the knowledge, talent and skills necessary to successfully lead e-discovery or any other legal project. Attendees will also participate in an interactive case study that examines recent legal precedents and how the application of project management principles may have impacted the outcome.

## Affiliate Exchange: How to Grow Your Association's Membership with a Stellar CLE Conference (#11)

**Speaker:** Houston Paralegal Association

**No CLE**

This session will show how HPA started with a small CLE seminar that has grown into a major annual CLE conference that not only provides quality speakers with topics of interests for paralegals but also increases membership each year as a direct result of the conference. The presentation will address pricing, successfully marketing to students, paralegals at all experience levels, and vendors alike, and the topics and speaker's selection process, by assembling a slate of presentations offered throughout multiple tracks to appeal to paralegals across various specialty areas.

By the end of this session, you will learn how HPA doubled its membership by:

- Creating an action plan to develop membership growth within all membership levels
- Developing conference fees incentives to benefit membership growth
- Establishing vendor relationships by bartering services for association membership
- Maintaining professionalism in all conference communication to hotels, conference centers, vendors, and attendees; and
- Building on lessons learned from prior conferences.

## Become the CEO of Your Whole Life (#12)

**Speaker:** Eileen T. O'Grady, Ph.D., RN, NP

**Course Level:** Basic

Original, evidence-based solutions will be weaved into this session to combat unrelenting stress experienced by paralegals. Solutions include using CEO strategies across one's entire life. Learn to break persistent patterns around chronic stress and create spaciousness in your life using science and wisdom to cultivate a more self-authored, less-reactive stance.

## CP Review: Civil Litigation and Torts (#13)

**Speaker:** Dorothe J. Schuch, ACP

**Course Level:** Basic

This session will assist those in taking the Certified Paralegal Exam review for the Civil Litigation and Torts portions of the knowledge section of the CP exam. The session offers a broad and basic view of the fundamentals of the Civil Litigation and Torts. It will focus on the following: 1) Courts, jurisdiction and venue; 2) Pleadings and Procedures; 3) Trial Procedures introduction; 4) Final stages of trial and post-trial; 5) Federal Rules of Civil Procedure; 6) Torts.

## CP Review: Contract Law (#14)

**Speaker:** Kelly A. LaGrave, ACP

**Course Level:** Basic

This session will assist those in taking the Certified Paralegal Exam review for the contracts component of the knowledge portion of the CP Exam. The session offers a broad and basic view of the fundamentals of contract law and will focus on the following: (1) contract classifications, (2) contract formation, (3) contract defenses, and (4) contract remedies. Upon completion of this session, attendees will understand the principle and practical concepts of contract law which will allow them to be able to formulate the elements of a contract, and understand contract defenses and remedies.

## CP Review: Corporate & Commercial (#15)

**Speaker:** Kelly A. LaGrave, ACP

**Course Level:** Basic

This session will assist those in taking the Certified Paralegal Exam review for the corporate and commercial component of the knowledge portion of the CP Exam. The session offers a broad and basic view of the fundamentals of corporate and commercial law. The session will focus on:

1. Formation and basic concepts of various types of business entities
2. Rights and responsibilities of officers and directors
3. Various types of commercial transactions

Upon completion of this session, attendees will have a basic understanding of the formation of business entities, along with a general understanding of commercial transactions.

## CP Review: Criminal Law and Torts (#16)

**Speaker:** Dorothe J. Schuch, ACP

**Course Level:** Basic

This session will assist those in taking the Certified Paralegal Exam review for the Criminal Litigation and Torts portions of the knowledge section of the CP exam. The session offers a broad and basic view of the fundamentals of the Criminal Litigation and Torts. It will focus on the following: 1) Courts, jurisdiction, and venue; 2) Pleadings and Procedures; 3) Trial Procedures introduction; 4) Final stages of trial and post-trial; 5) Federal Rules of Criminal Procedure; 6) Torts.

# SESSION DESCRIPTIONS

## CP Review: Professional Ethical Responsibility (#17)

Speaker: Kelly A. LaGrave, ACP

Course Level: Basic

This session will assist those in taking the Certified Paralegal Exam review for the professional ethical responsibility component of the knowledge portion of the CP Exam. This session will focus on the following:

1. Ethical responsibilities centering on performance of delegated work
2. Paralegal professional responsibility
3. Professional relationships
4. Client and public contact and
5. The attorney code of ethics and discipline

Attendees will understand their ethical and professional responsibilities in and outside of the work place. Attendees will be able to understand the key ethical principles and rules affecting paralegals, including those involving the unauthorized practice of law, client confidentiality and conflicts of interest, and the utilization of paralegals.

## CP Review: Real Estate & Property (#18)

Speaker: Eva Merrell, ACP

Course Level: Basic

This session will assist those taking the Certified Paralegal Exam review for the real estate and property component of the knowledge portion of the CP Exam. Our review will begin with bedrock concepts of real estate law that were formed as early as Europe's feudal era through the development of modern principles and practices. We will examine basic ownership rights and other real property interests such as estates, landlord and tenant rights, easements, and restrictions. This course will cover real estate purchase and sale transactions and other methods of obtaining interests in real property. Attendees will become acquainted with documentation such as purchase contracts, leases, deeds, mortgages, and liens. Upon completion of this session, participants will understand the fundamentals of real estate and property law and will be familiar with the essential elements of real estate transactions.

## CP Review: Skills Exam - Essay Writing (#19)

Speaker: Kelly A. LaGrave, ACP

Course Level: Basic

This session will assist those in taking the Certified Paralegal Exam review for the skills portion of the exam. It will focus on the following:

1. Learning how to identify relevant facts and issues
2. The application of law to facts
3. The analysis of issues and formation of conclusions, and
4. The organization of information and clarification of expression

Emphasis will be placed on proper written communication skills. A sample essay will be given and discussed during the presentation.

## CP Review: U.S. Legal System and Procedure (#20)

Speaker: Dorothe J. Schuch, ACP

Course Level: Basic

This session will assist those in taking the Certified Paralegal Exam review for the U.S. Legal System portion of the knowledge section of the CP exam. The session offers a broad and basic view of the fundamentals of the United States Legal System. We will discuss the history of the American legal system. It will focus on the following:

1. Sources of Law and terminology
2. The U.S. Constitution, history and major provisions; Relationship between state and federal governments
3. Enforcement of the Law. A review of the court system, including concepts such as jurisdiction, venue and how courts are created
4. Limitations on judicial decision making, including constitutional limitations, statutes of limitations, res judicata and immunity

## Criminal Investigation (#21)

Speaker: Terry Hale, ACP

Course Level: Intermediate

When it comes to Internet crime only a few offenses make headlines. We all know the downloading of music, images, and movies without consent is illegal, but what else is going down on the world wide web that's landing people behind bars? A lot, actually. People all over the world use the Internet to commit a host of crimes, some of which the public doesn't even know are capable of being done electronically. Attendees will learn how criminals use the internet for hacking, spoofing, identity theft and fraud schemes. Attendees will also learn how to protect themselves, they will learn how police are trying to keep up with these cyber criminals and finally, they will learn about the collection, preserving and use of information they obtain.

## Data Breach and Civil Actions (#22)

Speaker: Jeffrey L. Schultz

Course Level: Intermediate

This session will focus on responding to incidents involving possible data breaches, including but not limited to investigating incidents and potential reporting and notification obligations. It will also explore current causes of action being explored by plaintiff's lawyers on behalf of those whose personally identifiable information is compromised as a result of data breach incidents and defenses to those claims.

## Dealing with Difficult People: Tools for the Paralegal (#23)

Speaker: Eileen O'Grady, Ph.D, RN, NP

Course Level: Basic

Emphasis will be placed on identifying the truly dysfunctional and difficult people who are in a class of their own and require an entirely different and highly specific skill set. Learn to triage the bully from other challenging people such as victims, know-it-alls and complainers. Attendees will be given proven techniques to identify the most difficult people and protect yourself and others around you to minimize their impact.



# SESSION DESCRIPTIONS

## Different Types of Title IX Cases and Current State of the Law (#24)

**Speaker:** John David Lackey

**Course Level:** Advanced

For years, Title IX was generally seen by the public at large as a federal law that required schools to provide equal athletic opportunity. Known colloquially as the “football rule,” Title IX cases and investigations led to colleges opening additional women’s athletic sports (women’s rowing is the classic example), adding scholarships to existing women’s sports that previously were not supported, or eliminating men’s sports programs – all in an effort to ensure that a school provided the same number of athletic scholarships to both men and women.

Recently, the public’s perception of Title IX has dramatically changed. With high profile cases against schools nationwide - from Florida State, to Oregon, to Baylor, Title IX has become a highly publicized, emotionally charged litigation landscape. This session explores both the traditional notion of Title IX cases as well as Title IX in the sexual assault/harassment sphere, exploring what the law actually says, how the law is interpreted differently by different courts, and where the conflict exists within most Title IX litigation.

## Ethical Use of Social Media in Law Practice (#25)

**Speaker:** Marialuisa S. Gallozzi

**Course Level:** Intermediate

This session will focus on compliance with key ethical principles applicable to legal professionals when using social media. It will cover the origins of those principles and describe their ongoing evolution, as well as how those principles apply to specific social media activities in personal and professional spheres, using real-world examples drawn from case law and industry press. This session will conclude with takeaways to guide the use of social media – explaining how to avoid the ethical pitfalls of communicating and researching on social media, while making appropriate use of the resources it affords.

## Ethics & Issues in Title IX Cases with Endless Loose Ends (#26)

**Speaker:** John David Lackey

**Course Level:** Intermediate

Title IX cases based on allegations of sexual assault and/or harassment have ethical, privacy, and discovery issues that are unlike most other litigation. The paralegal working on a Title IX case, whether plaintiff or defendant, needs to be cognizant of the potential bounds of discovery when dealing with the transient nature of the student population, the potential existence of discovery on private devices, and the danger of disclosure that violates federal privacy laws and court protective orders. This session will explore the kinds of discovery that Title IX cases encompass, where that discovery may properly be sought, the need for discovery from non-parties, and the ethical difficulties that arise when attempting to secure discovery from multiple sources related to allegations that are highly sensitive and inflammatory.

## FAA Regulatory Activity Concerning the Use of Drones (#27)

**Speaker:** Marialuisa S. Gallozzi

**Course Level:** Advanced

This course will provide an overview of recent Federal Aviation Administration (FAA) regulatory activity and guidance concerning the use of drones, including how to seek exemptions from the FAA for special operations of drones and how to respond to FAA enforcement proceedings. It will explore personal and professional uses of drones and the potential losses and liabilities associated with those activities. This program will also explore the evolution of insurance coverage and the interplay with federal regulation. It will discuss the traditional and novel insurance products that can be used to provide coverage for these risks.

## How to Handle Your Lawyer(s) (#28)

**Speaker:** John David Lackey

**Course Level:** Basic

This session explores the challenges and issues that arise in the modern legal office. The role of the paralegal changes depending on the size of the law office, the state where the practice is located, the kind of law the firm practices, and the personality of the lawyers involved. This session includes, from an attorney’s perspective, lessons and insight into how to maximize the paralegal’s value to a law firm, whether working with a sole practitioner or a firm with multiple offices in different cities. Topics will include electronic discovery and the paperless law office, internal communication with other staff, communication with clients/witnesses/opposing counsel, and includes expected participation from the attendees along with an open question and answer format.

## In-House Management of Outside Counsel (#29)

**Speaker:** Leila Gimino, ACP & Magdalena Osborn

**Course Level:** Intermediate

This session will provide participants with tools and resources to help you shine in supporting your legal department’s outside counsel case/project evaluation and management. Learn effective techniques to match outside counsel to specific matters, as well as manage voluminous case/project work load with multiple outside firms and attorneys. We will walk through each step in legal department analysis of case/project assignment to obtaining cost-efficient and timely results from outside counsel. One of the biggest roles in early case/project analysis is dependent on your research, document summaries and detection of matters for further investigation. We will share resources and skills for developing efficient and informative results for your supervisor. You will learn what is expected of your attorney and in-turn how you may best support the attorney in successful case/project assignment and monitoring. Learn the full scope of project analysis and management, including identifying counsel with experience tailored to specific project needs, obtaining estimates and negotiating fees, effective management and pacing of transactional projects and litigation matters. You will leave with calendaring and communication techniques to keep matters on track; assistive tools for early investigation; progress update tips and tricks to best support your attorneys; and tools to keep outside counsel accomplishing assignments in a timely manner. You will be reminded of the importance of continually monitoring counsel’s progress and outcomes, as well as how to help your attorney identify disengaged outside counsel.

# SESSION DESCRIPTIONS

## Intelligent Information Governance and Today's Paralegal (#30)

**Speaker:** Doug Kaminski

**Course Level:** Intermediate

Information Governance (IG) is often talked about in the legal world but can be hard to understand. In this timely and informative session, you'll learn what IG is and how it applies to the work of you and your team. Whether in a law firm, corporate, or government environment, you'll also hear what can happen if you don't focus on this important subject. Join us and find out:

- What IG is...and isn't
- Why judges and regulators are now pro-Information Governance
- How the FRCP changes and new case law reinforce IG
- What current and future IG trends you need to know about
- How to help your clients make sense of IG in their organization

From retention to privacy to data breach to eDiscovery, you'll learn how intelligent IG can protect your important information while reducing the downstream cost and risk.

## Misappropriation of Electronic Data (#31)

**Speaker:** Jeffrey L. Schultz

**Course Level:** Basic

This session will explore causes of action for misappropriation of electronic data—whether by departing employees, competitors, or third-party hackers—and defenses to those claims. It will also provide some practical guidance for investigating and collecting evidence concerning such claims, including but not limited to sources of evidence, strategies for obtaining that evidence, and authenticating the evidence.

## Navigating Ride-Sharing Laws (#32)

**Speaker:** Natalie Paskiewicz, Esq.

**Course Level:** Intermediate

Uber took the world by storm when it launched in 2009. For many years it operated seamlessly and seemed like an incredible, cheaper alternative to a taxi. With changing technology, comes changing laws. In stark contrast, the slow-moving legal world has tried to keep up with the fast-moving, technologically driven world of 'tap a button to have a car outside in a matter of minutes.' In the past decade we have been left with questions such as "What happens if I'm involved in a car accident while I'm riding in a Lyft or Uber?" "How do I know my driver doesn't have a criminal record?" On the other side, many people are taking a second job as a ride-sharing driver for secondary income. What rights do these drivers have? Are they employees or independent contractors? If they are involved in an accident, can they collect workers' compensation? Unemployment? Whose insurance is responsible for the accident? This session will discuss all of these issues and many other current issues in the industry.

## Preserving Privilege in the Corporate World (#33)

**Speaker:** Leila Gimino, ACP & Magdalena Osborn

**Course Level:** Advanced

Legal professionals are well versed in the importance of privileged and confidential information, but the delineation of corporate counsel providing privileged communication versus business advice is sometimes difficult to clearly identify. Learn how to identify, distinguish and enforce protections awarded to confidential and privileged communications. In-house legal departments must take great care in identifying and securing privileged communications. Know how to secure information and provide the most defensible position in the face of a disclosure challenge. Be reminded of actions that may compromise security of shielded communications and best practices in safe-keeping the information. Join in this fun and enlightening interactive presentation of real-life challenges and preservation of confidential information, privileged communication, management of employee matters, personnel information, corporate property, client records, and protecting attorney work product.

## Project Management in Electronic Discovery (#34)

**Speaker:** Michael Quartararo

**Course Level:** Intermediate

One of the goals of this session is to blend the distinct and traditionally separate domains within law firms and legal departments into a more seamless workflow that transforms discovery into a more collaborative and efficient process. Applying the principles of project management to the discovery process—and to electronic discovery in particular—combines the roles of attorneys, paralegals and litigation support project managers into a complimentary, if not revolutionary, and vastly improved process that law firms, corporate legal and government paralegals will appreciate. In this session, Michael Quartararo, the Director of Litigation Support Services at Stroock & Stroock & Lavan LLP and the author of the 2016 book *Project Management in Electronic Discovery*, will focus on how paralegals can and should be involved in e-discovery projects, how to marshal the necessary resources, and how to manage processes that lead to successful outcomes in modern-day discovery projects. Attendees will gain an understanding of the basic principles of project management and insight into the best practices in e-discovery—skills and practices that may be put to use on day one upon return to their offices.

## Talk Like a Leader (#35)

**Speaker:** NALA

**Course Level:** Basic

Did you know the average person speaks up to 16,000 words each and every day? No doubt, that's a lot of chatter. But successful leaders know there's a significant difference between being a big talker and being an effective communicator. And they also know communication is the key to motivating and inspiring people.

Cut through the noise to focus on four key areas of leadership communication: Vision, Competence, Relationships, and Support. This session will empower you with the skills and confidence needed to encourage enthusiasm, increase productivity, minimize miscommunication, and improve working relationships.

# SESSION DESCRIPTIONS

## Team Excellence (#36)

**Speaker:** NALA

**Course Level:** Basic

Organizations know that every one of their employees is valuable and contributes unique talents and experience to each project or task at hand. So, comparatively, when employees come together as a team, the end result is typically even greater success—that is, when members understand how to work collaboratively. Effective collaboration not only helps to increase the quality of results, but also the productivity. In this session, learn to CARE by discovering techniques for effective Communication, maximizing individual Ability, producing Results, and fostering Esprit de corps.

## Technology - Internet Sleuthing (#37)

**Speaker:** Terry Hale, ACP

**Course Level:** Advanced

What is the first thing you do when you want to find something out about somebody you don't know? If you're like most people, I'm sure your answer includes the word "Google". But did you know – that there's a whole lot more information out there, in the invisible, or deep web that traditional search engines don't find? Did you know that Google only covers one percent of what's available on the internet? The other 99% of information exists in the deep (or invisible) web, which can be a goldmine for investigators, and you just must know where to look to find it. That information, might be just what you need to build a strong case. Attendees will learn about non-traditional search engines, they will learn about free and paid services for searching and finally they will learn tips and tricks when searching social media sites including Google.

## The Art and Science of Building Habits for the Busy Paralegal (#38)

**Speaker:** Eileen T. O'Grady, Ph.D., RN, NP

**Course Level:** Basic

How people change their minds and create helpful habits rests on a solid evidence base. Learn the science of habit formation and goal attainment. When beginning any intentional change, there are predictable stages of change that require distinct strategies, depending on your stage. Learn tools to cultivate motivation and help you reach your most important priorities.

## The Future of Analytics and Technology in eDiscovery, Investigations, and Beyond (#39)

**Speaker:** Doug Kaminski

**Course Level:** Intermediate

Analytics and new ways to interact with and visualize data promise to revolutionize traditional legal processes. From review in litigation and investigations to automating contracts and other upstream processes, some are predicting that the role of the legal professional will be radically different in the next 5-10 years. Add "artificial intelligence" (AI) and the cloud to the mix and it gets even more interesting.

If you're trying to make sense of how this will impact the world of the Paralegal, join us for this thought provoking session and learn:

- What are the differences in analytics tools from email threading to conceptual clustering to TAR and beyond
- How you can employ analytics today to make a difference in your work...and your career
- What are the courts saying about these new technologies and why
- The impact on ethical obligations and future tech trends

Whether you're in a law firm, corporation, or government agency, you'll find something of value in this session. At least, our analytics have said so.

## Using Social Media and Surveillance in Your Favor (#40)

**Speaker:** Natalie Paskiewicz, Esq.

**Course Level:** Intermediate

It's difficult to remember life before social media. Twenty years ago, the term 'private life' still existed and was actually attainable. Nowadays, it seems everyone has access to just about every detail of your life. An employer wants to know how old you are, sexual orientation, relationship status, what restaurants you like to frequent? Check Facebook! The social media outlets are nearly endless: Facebook, Instagram, Snapchat, LinkedIn, Twitter, Blogs, etc. Now imagine that you are involved in a lawsuit. Maybe you didn't mind all of your information out there for friends of friends to see, but now you want to take it all back. You want to hide it all because now there is probably a private investigator searching all of this information to find things to use against you. Social Media is a defense attorney's best friend. This session will discuss how you can use social media and surveillance to your advantage in the midst of a lawsuit, whether you are the Plaintiff or Defendant.

# SPEAKERS



Marialuisa S.  
Gallozzi



Leila Gimino, *ACP*



Terry Hale, *ACP*



John David Lackey



Kelly A. LaGrave,  
*ACP*



Eva Merrell, *ACP*



Eileen, T. O'Grady  
*Ph.D., RN, NP*



Magdalena Osborn



Natalie Paskiewicz,  
*Esq.*



Michael Quartararo



Dorothe J. Schuch,  
*ACP*



Jeffrey L. Schultz

Speaker biographies can be found on the conference page located on [www.nala.org](http://www.nala.org) or on the 2018 conference mobile app.

# NALA CONFERENCE REGISTRATION FORM

Name \_\_\_\_\_ Daytime Phone \_\_\_\_\_  
 Address \_\_\_\_\_ E-mail \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip code \_\_\_\_\_  
 Check ALL that apply to you:  NALA Member  Non-member  CP  ACP  
 Affiliated Association Member (Name of Association) \_\_\_\_\_  
 Special Diet or Accommodations Required \_\_\_\_\_

## REGISTRATION DETAILS

### Full Conference registration includes (All 3 days):

14 CLE, access to the expo hall, attendance to receptions, and two complimentary lunches.

### Student registration includes:

Full conference registration, see above. (In order to register at the student rate, you must either currently be a student member of NALA or submit documentation to support your status as a full-time student with registration.)

### Social registration includes (Day 1 ONLY):

2 CLE on Day 1, access to receptions and meetings, and complimentary lunch.

## REGISTRATION OPTIONS

Type	Best Rate (ends May 31)	Standard Rate	Enter Applicable Fee(s)
Member Full Conference	\$535.00	\$600.00	_____
Nonmember Full Conference	\$590.00	\$655.00	_____
Student Full Conference	\$199.00	\$299.00	_____
Social Day 1 ONLY	\$79.00	\$99.00	_____

## CONFERENCE RECORDINGS

NO CLE PROVIDED

Products	Includes	Delivery	Pre/Onsite	Post	Select Package
6 - Month Fast Pass	Streaming ONLY Access 6 months	24-48 Hours	\$99	\$199	
12 - Month Season Pass	Streaming + Download Offline Access 12 months	24-48 Hours	\$149	\$249	
USB Works Package	Season Pass + All Files Shipped on USB Flash Drive	24-48 Hours	\$199	\$299	

## ADD-ONS

Product	Includes	Price	Quantity
Six Flags St. Louis	One Day Park Ticket	\$35 (includes tax)	_____

Enclosed is my check number: \_\_\_\_\_

Charge my fees to:  VISA  MASTERCARD  AMERICAN EXPRESS  DISCOVER

Card Number: \_\_\_\_\_ Expires: \_\_\_\_\_

Name on card: \_\_\_\_\_

Billing address: \_\_\_\_\_

Signature \_\_\_\_\_ Date: \_\_\_\_\_

Contributions or gifts to NALA are not deductible as charitable contributions for federal income tax purposes; however, payments may qualify as ordinary and necessary business expenses.

Return this form with payment to: NALA Headquarters,  
 7666 E. 61st Street, Suite 315, Tulsa, OK 74133 or register online at [www.nala.org](http://www.nala.org)

# EXPLORE *St. Louis*



## *St. Louis Cardinals*

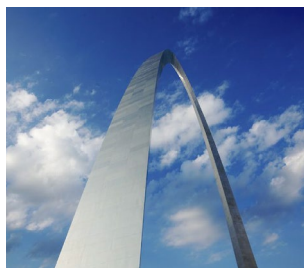
Sports fans rejoice! During the spring and summer seasons, you can cheer on our 11-time World champions the St. Louis Cardinals at Busch Stadium. Enjoy a nice cold beverage on a hot summer day! Chow down with a ballpark favorite footlong hot dog. This is your opportunity to sing "Take Me Out To The Ball Game" as loud as possible!



\*Pre-order tickets on the registration page.

## **Six Flags**

Visit this exciting Midwest theme park that's fun for the whole family! Visitors can loop the loop on Batman the Ride, soar at speeds of up to 62 mph on the Screaming Eagle wooden coaster and get soaked on the whitewater rapids adventure of Thunder River. Guests of Six Flags St. Louis can also see live shows and concerts, meet their favorite cartoon characters and have tons of fun in the sun at Hurricane Harbor Water Park. There are plenty of hotel amenities just minutes from the park, and visitors can take advantage of group discounts for youth groups, company outings, family reunions and much more!



## **Local Attractions**

Take a 630-foot ride to the top of this world-famous stainless steel monument for the finest view in the Gateway City. Then stop by the Jefferson National Expansion Memorial to get a glimpse of where Lewis and Clark set out on their historic expedition! Visitors can also hop aboard a 19th century paddle-wheel boat replica for a narrated cruise down the mighty Mississippi.



## **Dining & Drinks**

Looking for a fun night out? Check out the new sports-anchored entertainment district in the heart of downtown Ballpark Village St. Louis! Jump a few block north to Washington Avenue or Laclede's Landing and take your pick of some of the hottest bars and dance clubs in St. Louis (most are smoke free and open till 3am). Visitors can also go for dinner, drinks, and a show at Westport Plaza's 42-acre entertainment district, or check out the trendiest boutiques and upscale dining establishments in Clayton and the Central West End. If live music is your thing, Soulard boasts some of the best blues venues in town. Or, try out your detective skills at one of the awesome escape rooms in the area like St. Louis Escape, Mastermind Room Escape, and No Way Out STL.



First 50 attendees to register for full conference will receive a 2018 Conference & Expo t-shirt at registration.

*\*Shirts will also be available for purchase on-site at the NALA booth located in the Expo Hall.*



SAVE THE DATE

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