



The Gavel



Newsletter of the Lycoming County Paralegal Association

Message from the President

I just wanted to take this opportunity to thank each and every one of you for being members of our association. Already this year we are proposing a lot of change with regard to our organization in an attempt to make us more involved at the State and National levels and to reduce our costs. We do not want to make this organization a fund raising organization and in order to avoid that we will be looking at ways to reduce our spending. We have been discussing our affiliation with the National Federal of Paralegal Associations and the savings if we are no longer a member of this national organization. We would like to have a lunch and learn scheduled with a representative from the NFPA so we can better understand the benefits of belonging to this organization before we make any final decision. We are working on becoming CLE accredited so we do not have to depend on other organizations to assist us in obtaining CLEs for our members or the attorneys who have been attending our lunch & learns. Please be patient and offer us your feedback on these various issues. We are working on some informative Lunch & Learns and will be offering CLEs when applicable. Please contact me or any board member if you have any suggestions of any kind, especially topics for future Lunch & Learns.

I'm sure many of you saw the various emails that were being sent with regard to our affiliation with both the NFPA and the Keystone Alliance. These affiliations will be further investigated we are hoping to be able to provide our members with much more information on both organizations so that a decision can be made at the end of this year whether or not we will be affiliated with either or both of these organizations.

Here's to good, fun-filled year!
Pam Toseki, President



**The LCPA has a facebook page!
Please "like us" on Facebook and you
will receive updates on the LCPA
lunch and learn schedule as well as
membership news and happenings.**



Welcome New LCPA Members

The LCPA welcomes two new members that joined the association in 2012:

Crissy Muthler - Law Office of Brian L. Kerstetter

Crissy earned an Associate Degree in the Legal Assistant/Paralegal program from Pennsylvania College of Technology in 2007. She then obtained a full-time Paralegal position at a law office in Williamsport where she was also the Office Manager. While working full-time she continued her studies part-time and received her Bachelor's Degree in Legal Assistant/Paralegal Studies from Pennsylvania College of Technology in 2010. Crissy was also employed at another law office in Williamsport where she worked exclusively on Bankruptcies. She has worked for Brian L. Kerstetter for 1.5 years and works on matters in all areas of the law. Crissy is recently engaged. She and her fiancé live in Jersey Shore and are planning an August wedding.

Kathy Harris RN, BSN, MHA - Susquehanna Health Home Care & Hospice.

Kathy is currently the clinical manager for Susquehanna Health Home Care and Hospice. She has been a nurse at Susquehanna Health for 31 years. Kathy is currently a student at Pennsylvania College of Technology in the Nurse Paralegal Certificate Program with an anticipated graduation date of May 2013. She lives in Cogan Station with her husband and has two daughters and four grandchildren.

FOR SALE!

LCPA reusable tote bags for sale!

For a \$3 donation to the LCPA you can have a reusable tote bag. For a \$5 donation you can have two reusable totes.

Our totes are sturdy and handy. Help to save the environment and promote the LCPA. The tote bags are navy blue and feature our logo (as seen on page eight of this issue) in light blue. If you haven't seen one, ask any of our members who attended last year's Pennsylvania Paralegal Day celebration.

If you'd like to purchase tote bags please send your donation (checks should be made payable to the LCPA) to Michele Frey c/o Lepley, Engelman & Yaw, 140 East Third Street, Williamsport, PA 17701 (or via courthouse mail).



The LCPA thanks all its members who contributed to making the holiday project a success. Below is a copy of the thank you acknowledgment that we received:



**LYCOMING-CLINTON JOINDER
LYCOMING CHILDREN AND YOUTH SERVICES
LYCOMING-CLINTON MENTAL HEALTH/MENTAL RETARDATION SERVICES**

*Sharwell Building
200 East Street
Williamsport, PA 17701
570-323-6467
Fax: 570-326-9471*

January 3, 2012

Ms. Rachael Lepley Yaw
Lycoming County Paralegal Association
c/o Lepley, Engleman & Yaw
1401 East Third Street
Williamsport, PA 17701

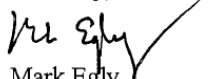
Dear Rachael:

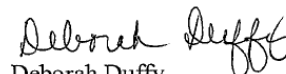
Please extend our heartfelt thanks to the members of the Lycoming County Paralegal Association who participated in "adopting" a family for the 2011 Christmas Gift Project. We also appreciate your efforts in coordinating this endeavor on our behalf. We understand that the mother and several of her children were present to pick up the gifts and that she was overwhelmed by your generosity. Through the efforts of many individuals, businesses, and organizations, the Lycoming-Clinton Joinder was able to provide Christmas gifts to over 500 children involved in services with Lycoming Children and Youth Services and/or the Lycoming-Clinton MH/MR Program. We're sure there were many happy faces on Christmas morning!

Thank you again for your participation in the Christmas Gift Project. The generosity within our community was incredible! If you require any additional information, please do not hesitate to contact our Project Coordinator, Cathy Bennett, at 323-6467.

Best wishes for the New Year!

Sincerely,


Mark Egly
C&Y Administrator


Deborah Duffy
MH/MR Administrator

Additionally, the following was published in the Sun Gazette:

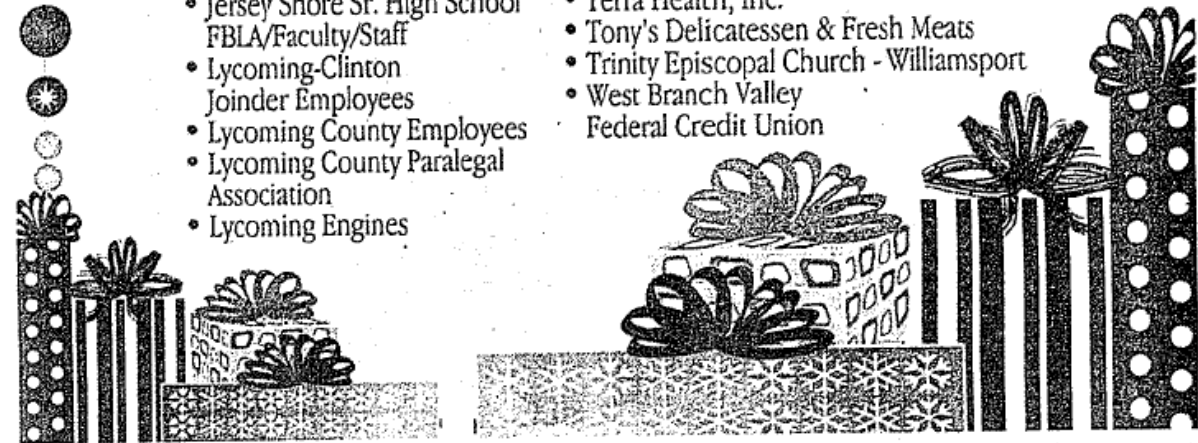
Williamsport Sun-Gazette, Sunday, December 25, 2011 B-3



LYCOMING-CLINTON JOINDER'S *Christmas Gift Project*

On behalf of the children & families served by Lycoming Children & Youth Services and the Lycoming-Clinton Mental Health/ Mental Retardation Program, we would like to express sincere "Thank You" to all the individuals, organizations, and businesses who helped to make the 2011 Christmas Gift Project a success.

- Anonymous Donors
- Clark Trucking
- Community Baptist Church
- Community Services Group
- DR Well Site Services LLC
- Elery W. Nau, Inc.
- Frito Lay
- High Mark
- Hunsberger Office Supply
- Jersey Shore Sr. High School
FBLA/Faculty/Staff
- Lycoming-Clinton
Joinder Employees
- Lycoming County Employees
- Lycoming County Paralegal
Association
- Lycoming Engines
- Muncy Bank & Trust
- Muncy Kiwanis
- Needlework Guild - Pennsdale and
Newberry Branches
- Pennsylvania College of Technology
- Phoenix Data Inc.
- State Correctional Institute Muncy
- State Correctional Institute Muncy -
Inmate Organization
- Terra Health, Inc.
- Tony's Delicatessen & Fresh Meats
- Trinity Episcopal Church - Williamsport
- West Branch Valley
Federal Credit Union



HOW TO DEAL WITH THE STRESSES AND ANXIETIES OF WORKING IN PARALEGAL

By Stanley Popovich

Stress and anxiety are very common when you work in paralegal. As a result, here is a list of techniques that a person in paralegal can use to help manage their daily stresses and anxieties.

Sometimes, we get stressed when everything happens all at once. When this happens, a person should take a deep breath and try to find something to do for a few minutes to get their mind off of the problem. A person could take a walk, listen to some music, read the newspaper or do an activity that will give them a fresh perspective on things.

When facing a current or upcoming task at your paralegal job that overwhelms you with a lot of anxiety, divide the task into a series of smaller steps and then complete each of the smaller tasks one at a time. Completing these smaller tasks will make the stress more manageable and increases your chances of success.

Challenge your negative thinking with positive statements and realistic thinking. When encountering thoughts that make you fearful or depressed, challenge those thoughts by asking yourself questions that will maintain objectivity and common sense. For example, you are afraid that if you do not get that job promotion then you will be stuck at your job forever. This depresses you, however your thinking in this situation is unrealistic. The fact of the matter is that there all are kinds of jobs available and just because you don't get this job promotion doesn't mean that you will never get one.

Remember that no one can predict the future with one hundred percent certainty. Even if the thing that you feared does happen there are circumstances and factors that you can't predict which can be used to your advantage. For instance, you are at your place of work and you miss the deadline for a project you have been working on for the last few months. Everything you feared is coming true. Suddenly, your boss comes to your office and tells you that the deadline is extended and that he forgot to tell you the day before. This unknown factor changes everything.

In dealing with your anxieties at your job, learn to take it one day at a time. While the consequences of a particular fear may seem real, there are usually other factors that cannot be anticipated and can affect the results of any situation. Get all of the facts of the situation and use them to your advantage. The more control you have over your stresses and anxieties, the better off you will be in the long run.

Take advantage of the help that is available around you. If possible, talk to a professional who can help you manage your fears and anxieties. They will be able to provide you with additional advice and insights on how to deal with your current problem. By talking to a professional, a person will be helping themselves in the long run because they will become better able to deal with their problems in the future.

Managing your fears and anxieties takes practice. The more you practice, the better you will become.

BIOGRAPHY:

Stan Popovich is the author of "A Layman's Guide to Managing Fear Using Psychology, Christianity and Non Resistant Methods" - an easy to read book that presents a general overview of techniques that are effective in managing persistent fears and anxieties. For additional information go to:

<http://www.managingfear.com/>

Upcoming Events

Topic: “Do We Really Need a Guardian?”

Host: James G. Malee, Esquire

Date: March 21, 2012 at 11:45AM-1:00PM

Location: The Tower Café

CLE: 1 hour of substantive credit

The LCPA asks all its members to provide input on lunch and learn topics and speakers.
If you know of any potential speakers, please contact any board member.





Michele Frey is the 2012 editor of The Gavel. If anyone has any articles or contributions to The Gavel, please contact Michele at MicheleF@lepleylaw.com

2012 LCPA Board Of Directors

Pam Toseki, President
Stephanie Tempesco, Vice President
Rachael Lepley Joy, Treasurer
Sue Jones, Secretary
Michele Frey, Director
Jason Lepley, Director
Julie Moodler, Director

All members are encouraged to join a committee. Please contact any board member if you are interested in joining a committee.

Committees: Membership, NFPA, Continuing Education, Job Bank, Service Project, Finance, Newsletter, and Keystone Alliance.



Reminder:

LCPA Membership Applications are due. If you have not renewed your membership please do so promptly.

All questions regarding membership should be directed to Rachael Joy at Lepley, Engelman & Yaw.

Legal Laughs:

A woman was being questioned in a court trial involving slander.

"Please repeat to the jury the slanderous statements you heard, exactly as you heard them," instructed the lawyer.

The witness hesitated. "But they are unfit for any respectable person to hear," she protested.

"Then," said the attorney, "just whisper them to the judge."