

*THE
ILLINOIS PARALEGAL ASSOCIATION
PRESENTS ITS 2009 FALL EDUCATION CONFERENCE*



Paralegals:

Professional, Practical, Priceless!

*NOVEMBER 5, 2009
UNION LEAGUE CLUB OF CHICAGO*

SEMINAR REGISTRATION FORM

Thursday, November 5, 2009

9:00 a.m. – 10:15 a.m.	10:45 a.m. – 12:00 p.m.	1:30 p.m. – 2:45 p.m.	3:15 p.m. – 4:30 p.m.
International Corporate Services	New Form D and Electronic Filing	Why Delaware?	Healthcare Contracting – Mitigating the Risks and Ensuring Compliance
Early Evidence Assessment	The Nuts and Bolts of an EEOC Claim	Power Your Trial Presentation	Insurance Archeology
Trademark Infringement in Cyberspace	End of an Era?	Fingerprints To Buy My Dream Home?	Is 2010 a Good Year to Die?
25 Internet Tips for Paralegals	The Paralegal Project Management Toolkit	Overview of Environmental Law and Paralegal Responsibilities	Email 101 – What Not to Write
Chapter 11 Bankruptcy Cases	The Bankruptcy Trustee	CSI: Chicago	Too Politically Sensitive
5th In Series of PACE Study – A Review & Ethics	Legal Research	Legal Writing	Don't Even Think About It!

Circle the education session(s) which you will be attending

We cannot always control the air temperature in the classrooms. Therefore, please come prepared by dressing in layers. Proper dress is required in the Union League Club. Please visit the IPA website for dress code restrictions, parking and transportation information, and directions to the Club. The IPA is a guest at the Union League Club, and, therefore, can make no exceptions to the Union League Club's dress code.

Registration Information

The seminars will be held at **The Union League Club of Chicago**, 65 W. Jackson Boulevard, Chicago. The registration fees for the Education Sessions include handout materials and breaks. **Lunch is included for those attending a full day of seminars.** The Illinois Paralegal Association is celebrating Paralegal Day and the Association's 37th Anniversary with a dinner on Thursday, November 5, 2009. The dinner is an additional charge.

Copy this form for additional registrations, as needed.

A \$20 late fee for rush handling is assessed after October 30, 2009. A full refund is available for a written cancellation received by October 30, 2009. Substitutions of registrants will be permitted.

Tax deductions: An income tax deduction may be allowed for expenses of education undertaken to maintain and improve professional skills. See your tax advisor.

Make checks payable to: Illinois Paralegal Association or charge to your Visa, MasterCard, Discover or American Express.

If you would like to receive a confirmation of registration, include your email address.

Registration Fees

	Member	Non-Member
One day	\$175	\$225
Half-day	\$125	\$150
Quarter-day	\$75	\$100
Lunch*	\$25	\$30
*indicate vegetarian lunch by circling: Vegetarian		
Dinner	\$35	\$40
Late fee (after Oct. 30)	\$20	\$20

Circle the price for the events you will be attending

Name _____

Firm _____

Address _____

City, State, Zip _____

Telephone _____

E-mail address _____

Dinner

If you are attending the Dinner, please select an entrée.

- Grilled Breast of Chicken with Citrus & Mango Salsa
- Vegetable Wellington
- Basil Pesto Crusted Atlantic Salmon with Roasted Lemon Butter

Mail Registration Form and check to:

Illinois Paralegal Association
Post Office Box 452 • New Lenox, Illinois 60451-0452

or register online at www.ipaonline.org

For Credit Card payments, fax your registration to 815/462-4696

Visa MasterCard Discover American Express

Name on Card _____ Billing Address _____ Billing Zip Code _____

Card Number _____ Expiration _____ Security Code _____

Signature _____

DINNER

Celebrating the 37th Anniversary of the Illinois Paralegal Association and Paralegal Day

“TOO POLITICALLY SENSITIVE”

Join us as we welcome Michale Callahan. After graduating from the Illinois State Police Academy, he began his twenty-five year law enforcement career as a trooper in Chicago, Illinois. Four years later, he became a special agent in the State Police's Division of Criminal Investigation. Callahan worked in a variety of assignments, but spent most of his early years as an agent working undercover in the streets of Chicago and the surrounding suburbs, portraying everything from a mob hitman to a drug dealer. In 1998, he transferred to District 10 in East Central Illinois, where he finished out his distinguished career. During his twenty year career in investigations, Callahan was promoted to sergeant, master sergeant and eventually lieutenant. He will discuss his participation in a murder investigation that led to the release of two men falsely convicted of murder.

Please check in for Dinner on the 2nd floor from 4:30 pm - 6:00 pm and join us for cocktails.

Dinner Agenda:

<i>Cocktails</i>	<i>4:30 p.m.</i>
<i>Dinner</i>	<i>6:00 p.m.</i>
<i>Program</i>	<i>7:15 p.m.</i>

Dinner Menu Includes:

Tossed Salad & Freshly Baked Rolls

A Choice of:

Grilled Breast of Chicken with Citrus & Mango

Salsa

or

Vegetable Wellington

or

*Basil Pesto Crusted Atlantic Salmon with Roasted
Lemon Butter*

Fresh Berry Shortcake

Coffee and Tea

LUNCH

Sponsored by the Senior Section

Tomato Bisque Soup

**Penne Pasta with Roasted Vegetables and
Julienne Grilled Chicken Breast**
(vegetarian entrée available by prior request)

Chocolate Mousse Martini

Coffee, tea, soda

“LAWYERS WITHOUT BORDERS”

Lawyers Without Borders is the world's largest group of volunteer lawyers from around the globe who stand ready to offer pro bono service to international projects and initiatives. Uma Amuluru is an attorney at Kirkland & Ellis and a volunteer trainer with Lawyers Without Borders. Ms. Amuluru will speak on the organization's goals and activities around the world.

EDUCATION SEMINAR TOPICS

Thursday, November 5, 2009

Delaware that may impact future transactions. *Alan Stachura, Senior Manager – Government Relations, CT Corporation, A WoltersKluwer Company.*

Power Your Trial Presentation: Paralegals are an invaluable resource for attorneys in trial presentation. Learn to save valuable time and money during trial preparation and presentation. Receive tips and tricks for powerful and effective trial presentations from our experienced consultants. *Joe E. Cerda and James Dobbins, HG Litigation Services.*

Fingerprints To Buy My Dream Home?: The recent Notary Law changes have changed the way real estate closings occur. In order to deter rampant fraud in the real estate industry the Illinois Legislature amended the Illinois Notary Law. Effective June 1, 2009 through June 30, 2013, P.A. 095-0988 has put in place additional policies and procedures that are meant to deter fraud and forgery. The representatives from Chicago Title will be covering those changes as they relate to your Title Insurer and how they might impact your next closing. *Christopher Reyes, Resident Vice President and Title Manager, Chicago Title, and Dan Johnson, Residential Escrow Supervisor, Chicago Title.*

Overview of Environmental Law and Paralegal Responsibilities: This session will briefly review the federal environmental laws and regulatory programs. In this overview specific paralegal duties and responsibilities for those working in environmental law will be highlighted. *Craig B. Simonsen, Paralegal, Seyfarth Shaw LLP.*

CSI Chicago: Sgt. Michael Smith will explain the role of the crime scene investigator (evidence technician) in a criminal investigation as to how physical evidence is collected and preserved. He will also explain the truths and myths of what physical evidence is and briefly discuss the legality of its use for identification of victims and offenders. Sgt. Smith will then explain the use and value of specific types of physical evidence such as DNA, photography, sketching, trace evidence, etc. Also to be discussed is the findings that would be provided to the attorney/paralegal. *Sgt. Michael Smith, Schaumburg Police Department.*

Legal Writing: In this session, we will suggest ways to present your case when writing it up. The discussion will include the format to use when writing up the case as well as legal citation form. *William D. Goren, J.D., LL.M., Instructor and Paralegal Program Coordinator, South Suburban College.*

3:15 pm – 4:30 pm

Healthcare Contracting – Mitigating the Risks and Ensuring Compliance: Healthcare contracting is more complex today than ever before. It is essential that you understand the risks and compliance issues that surround a transaction before reviewing, modifying or negotiating an agreement. During this session, we will review some of the essential elements of a healthcare agreement; discuss agreements involving physicians, providers (hospitals, skilled nursing facilities and ambulatory surgical centers) and vendors (pharmaceutical companies, group purchasing organizations and supply manufacturers); and cover cutting-edge issues like how to build e-discovery protections for your client into a software licensing agreement and how to mitigate the risk of federal prosecution of your client. *James Reed, Associate General Counsel, Loyola University Medical Center.*

Insurance Archaeology: Over the past twenty years, members of Reed Smith's Insurance Archaeology Team have investigated and

recovered valuable liability insurance policies and reconstructed entire historic insurance programs for the most prominent companies in the nation. Reed Smith's Insurance Archaeologists have located and reconstructed insurance policies which, in concert with the Reed Smith Insurance Recovery Group, have ultimately resulted in insurance recoveries totaling billions of dollars for policyholder clients. Jim Schad will discuss how this works and what it entails for paralegals. *James C. Schad, Analyst, Reed Smith LLP.*

Is 2010 a Good Year to Die?: This seminar will look at the current Federal and Illinois estate, gift and GST tax rules and discuss some of the pending (and by the date of presentation, perhaps passed) legislation. It will touch on what estate, gift and GST tax reform we're likely to see (or not see) in 2010 and subsequent years. *Rebecca Wallenfels, Partner, Chapman and Cutler LLP.*

Email 101 - What Not to Write: Today's technology creates a great deal of efficiency, especially when it comes to writing emails. Emails are often not taken seriously or prepared with a lot of forethought. This presentation shows the importance of having an email policy, following through with it and how it will affect litigations. *Kim Leffert, Counsel, Mayer Brown LLP.*

Too Politically Sensitive: Join Michale Callahan, a former lieutenant with the Illinois State Police, and explore the ramifications of Garcetti. Mr. Callahan will talk about how a directive that he reopen a murder case lead to his early retirement from the Illinois State Police, the eventual release of two men falsely convicted of murder, one from death row; a federal employment law lawsuit, participation in the television shows 48 Hours and On the Case with Paula Zahn, and publication of a book Too Politically Sensitive. *Michale Callahan, former Lieutenant, Illinois State Police.*

Don't Even Think About It!: As legal professionals we value our careers and the trust our firms or employers place in us, and we have to be aware of hazards that might jeopardize our positions as paralegals. In our presentation, we will discuss the importance of paralegals avoiding the unauthorized practice of law. We will review the laws governing the unauthorized practice of law and offer tips on how to identify and avoid potential problem areas. *Rolanda Jones-Golden, Senior Litigation Paralegal, ARDC, and Rebecca Posing, Senior Paralegal, Intake Dept. & Client Protection Program, ARDC.*

SCHEDULE

Thursday, November 5th

8:00 a.m.	Registration begins
8:00 a.m. – 6:00 p.m.	Exhibits open
9:00 a.m. – 10:15 a.m.	Morning Session
10:15 a.m. – 10:45 a.m.	Break (2 nd Floor)
10:45 a.m. – 12:00 p.m.	Morning Session
12:00 p.m. – 1:30 p.m.	Lunch (5 th Floor)
12:45 p.m. – 1:15 p.m.	Speaker
1:30 p.m. – 2:45 p.m.	Afternoon Session
2:45 p.m. – 3:15 p.m.	Break (2 nd Floor)
3:15 p.m. – 4:30 p.m.	Afternoon Session
4:45 p.m. – 6:00 p.m.	Cocktails (2 nd Floor)
6:00 p.m. – 8:00 p.m.	Dinner (5 th Floor)

The IPA will be sponsoring a statewide collection of personal and household items for the Connection for Abused Women and Their Children (CAWC). Items needed include such items as: pocket calendars, first aid items, towels and wash cloths, and diapers. A complete "wish list" can be found on IPA's website. Please bring your donations to the Fall Education Conference/Anniversary Dinner.

ILLINOIS PARALEGAL ASSOCIATION
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815/462-4620

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Don't miss out:

*Join us for our Annual Fall
Education Conference on
November 5, 2009*

DO NOT IGNORE THIS BROCHURE.

Programs and instructors are subject to change without notice.