

1. [2024-2025 Board Introductions](#)

2. [Exciting CLE Opportunities](#)

3. [Community Service Opportunities](#)

# Winter 2024 Paralegal Division of the Utah State Bar Newsletter



## WELCOME

We are excited to present the 2024 Winter Quarter Newsletter. Welcome to all our fellow members within the Paralegal community. We genuinely appreciate your support and are excited for another year. If you have any questions, concerns, suggestions, or feedback, we invite members to reach out to any Board member individually or send an email to the Paralegal Division at [utahparalegaldivision@gmail.com](mailto:utahparalegaldivision@gmail.com).

## Welcome the 2024-2025 Paralegal Leadership

### **JENNIFER CARVER**

*Division Chair | Executive Committee*



Jennifer Carver graduated from Salt Lake Community College with an Associates of Applied Science Degree in Paralegal Studies. She joined the Disability Law Center (DLC) in 2019 as their sole paralegal. She successfully managed 11 attorneys on her own for most of that time, while also creating a paralegal program for other paralegals that join the DLC. The goal of this program is to build a paralegal team to support the DLC's legal work while also focusing on learning and advancing paralegal careers. Jen currently supervises and coordinates the work of the paralegal team at the DLC. She is experienced in state, federal, and appellate litigation. She has experience in a variety of cases including employment, housing, and education. She is dedicated to advocating for the rights of others. In her spare time, she enjoys spending time with her family.

### **JACOB CLARK**

*Chair Elect | Government Relations Committee | Education Committee | Director at Large*

Jacob Clark received his Paralegal Studies degree from Ensign College in 2017 and has since been employed as a legal assistant and paralegal at Smith Hartvigsen, PLLC, specializing in water law, land use, and civil litigation. He has extensive experience performing title and property research at recorders' offices throughout the state. He also monitors and manages all water rights filings for nearly 2,000 collective water rights for various clients of Smith Hartvigsen. Jacob has been married to his high school sweetheart since 2010 and is the proud father of four boys.



### **LESLIE BULLARD**

*Secretary | Community Service Committee | Innovation in Law Committee | Director at Large*



Leslie Bullard works as an in-house corporate paralegal at C.R. England, Inc., one of North America's largest transportation companies offering dedicated contract carriage and logistics services. She is a trusted leader within the legal department recognized for her work in handling litigation support from catastrophic fatality accidents to class actions, her understanding of complex insurance policies and collaborative teamwork amongst the support staff. Leslie graduated from Weber

State University with a bachelor's degree in political science, a minor in legal studies, and paralegal certification. She is enthusiastic about her work as a paralegal and is excited about continuing to grow within this field. She has two dogs and enjoys music, reading, and rock climbing in her free time.

**ELIZABETH HILL**

*Finance Officer | Director at Large*

Elizabeth Hill has been working for the Law Office of Virginia Sudbury in the area of Family Law since 2009. She manages a large case load for three attorneys, Alison Satterlee, Elizabeth Lisonbee and Virginia Sudbury (no small feat for those that know Virginia!). They have fostered an amazing work environment of continuous learning and growth for her. She attended Southern Utah University studying German Literature and after traveling and living out of Utah for a bit, returned to Salt Lake City and began working for The Litigation Document Group and then Salt Lake Legal, managing teams that produced exhibits and trial binders for many firms in the Salt Lake area. This work sparked, or maybe renewed her interest in the legal profession, and when the opportunity to work for Virginia in her private practice presented itself, she jumped at the chance and has never regretted the decision. Elizabeth loves working with clients that may very well be going through one of the worst periods of their lives, helping them get through the process with all of the resources available to them and their families as quickly as possible. Elizabeth has a deep commitment to volunteering her time to not just the legal community, but to her sons' schools through the years, political groups and has volunteered with FanX for every event since 2014, managing a team of volunteers for the Vendor Floor. She received her paralegal certificate through Dixie State University and has taken the LPP courses through UVU, as well as a mediation certificate from Kathy Elton (years ago!). Her son is the joy of her life, and he keeps her on her toes. She loves traveling, reading and music festivals.



**HEATHER LONG**

*Parliamentarian | Elections Committee Chair | Wellness Committee | Director at Large*



Heather Long graduated from the University of Utah with a bachelor's degree in organizational communication. In 2023, she obtained an AAS degree in Paralegal Studies and graduated with high honors. Although relatively new to the profession, Heather has gained experience in corporate, advanced estate planning & probate, litigation and real estate law. She enjoys the fast-paced, ever-changing work environment and daily learning opportunities the paralegal professional has provided and

is excited about growing within this profession. Heather enjoys tinkering in her garden, traveling, and spending time with her four daughters.

**KYM MAY**

*Education Committee Co-Chair | Region 1 Director*

Kym May graduated from Mountain West Junior College with an associate degree and paralegal certificate in 1989, when the paralegal profession was still pretty new. Since then, she has witnessed many changes in the technology related to being a paralegal, how attorneys have come to appreciate the profession and how they have come to recognize the utilization and profitability of using a paralegal. Her experience includes estate planning and probate, family law, criminal law, bankruptcy law, personal injury defense and most recently medical malpractice defense.



**MARCI COOK**

*Education Committee Co-Chair | Director at Large*



Marci Cook is currently employed as a Paralegal at Spencer Fane, where she has been for over 20 years. Her specialty (and true love) is medical malpractice defense. She enjoys learning new things with each case and working with doctors and clinics/hospitals, as well as highly regarded medical experts across the country. She also has extensive experience in personal injury, class-action litigation, product liability, and general insurance defense. She graduated with her Associate of Arts Degree in Paralegal Studies in 1997, where she

earned the honor of class valedictorian and was on the Dean's List. She now has over 26 years of experience in the legal field. Her ability to fully assess and work up cases has made her a valuable asset and created a career and environment she thrives in. Marci loves the outdoors, dogs, books, and yoga. She has one son and loves spending time with him and her husband, Jim.

## **RACHAEL GREN**

*Community Service Committee Co-Chair | Young Lawyer's Division Liaison | Director at Large*

Rachael Gren completed her Paralegal Studies at Salt Lake Community College and recently joined Kipp and Christian, P.C. as the dedicated paralegal for one of the firm's shareholders. Specializing in civil litigation, she has gained valuable experience across various case types, including medical malpractice, insurance defense, construction defects, and premises liability. Rachael chose a career as a paralegal because of her passion for the law and her desire to help others. In her spare time, she enjoys dining out with her husband, traveling with family, and watching live trial coverage.



## **ASHLEY HARRISON**

*Community Service Co-Chair | Young Lawyer's Division Liaison | Director at Large*



Ashley C. Harrison has been a Domestic Relations paralegal at Legal Aid Society of Salt Lake since 2022. She has worked with hundreds of cases focusing on family law with domestic violence survivors. Her position requires attention to detail, legal drafting and patience. Her responsibility in the Domestic Relations program is to effectively assist low-income families in custody, divorce, and parentage matters. She coordinates with multiple attorneys in her department in a variety of cases. Ashley received her bachelor's in political science in the Spring of 2021 at the University of California at Santa Cruz. While working for Legal Aid, Ashley attended Weber State University and completed the master's program for Criminal Justice in the spring of 2024. Ashley is a California native but found a home in Utah almost three years ago. Her goal is to become an attorney and remain in the public sector to provide equitable access to legal services for all. In her free time Ashley and her husband foster animals in medical need with the Humane Society of Utah before they are eligible for adoption. Ashley also enjoys reading and swimming on sunny days



**CHERI CHRISTENSEN**

*Membership Committee Co-Chair | Region 3 Director*

Cheri L. Christensen has worked in several areas of law including social security disability, business and contract law, civil litigation, and personal injury. She’s been a paralegal at Sean Nobmann PC law firm, in Springville, Utah, since 2017. Prior to that she worked at Fillmore Spencer and Myler Disability. She obtained her Bachelor of Science Degree in Paralegal Studies in 2016 from Broadview University. She’s been a member of the Paralegal Division of the Utah State Bar since 2020, and is the current Region 3 Director, covering Juab, Millard, Utah, Wasatch, Duchesne and Uintah Counties. She performed with and served on the board of the Timpanogos Chorale for 10 years, worked with the Timpanogos Arts Foundation, and worked as assistant to the director of the Stadium of Fire Chorus. Currently, she enjoys hiking, photography, and family.



**LINDA ECHEVERRIA**

*Membership Committee Co-Chair | Director at Large*



As an undergraduate student, Linda Echeverria interned with the Consulate of Spain in Los Angeles, California where she helped process various types of visas for non-Spanish nationals planning to travel to Spain. After graduating from Utah Valley University, her work in the legal field began in corporate and business law, civil matters, corporate transactions and contracts, and estate planning. She remained in that area of the law for two years. Thereafter, she worked in Personal Injury for five years where she was privileged to help primarily Spanish-speaking clients with various matters throughout the process of handling a personal injury claim. She is enthusiastic about helping underrepresented individuals and those with limited resources. Currently, she is working as a Corporate Paralegal at dōTERRA International. She enjoys collaborating with counsel and colleagues all over the world at her job. Linda considers herself a lifelong learner and enjoys the opportunity to do research, take on a new challenge, and follow a task to its completion. As a board member, she is looking forward to the numerous opportunities to help the community and get to know her fellow Paralegals.

**PETER VANDERHOOF, LPP, CP**

*Communications/Social Media Chair | Region 2 Director*

Peter Vanderhooft is a Licensed Paralegal Practitioner in the State of Utah. He is licensed to practice in Family Law (temporary separation, divorce, parentage, cohabitant abuse, civil stalking, custody and support, and name change), Debt Collections, and Landlord/Tenant disputes. Peter is a Certified Paralegal through the National Association of Legal Assistants (NALA) and is a current member of the Utah Paralegal Association (UPA). Peter Vanderhooft is an LPP at Vanderhooft Legal, in Salt Lake City. Prior to that he worked at Wrona Law in Park City, Utah for four years. He has worked on a wide variety of litigation matters including: real estate, contract disputes, family law, debt collection, unlawful detainer, medical malpractice, and personal injury. Peter is also a Librarian and Certified Records Analyst and has extensive knowledge in records organization and management.



**GREG WAYMENT**

*Marketing/Publication Committee Chair | Bar Journal Liaison | Director at Large*



Greg Wayment has almost 20 years of paralegal experience and has been at the firm of Magleby Cataxinos for most of that time. MC is a boutique litigation firm in Salt Lake City, specializing in complex business disputes. He has been a member of the Paralegal Division, served on the board of directors, and currently serves as the Paralegal Division liaison to the Utah Bar Journal. He earned a Bachelor of Science in Professional Sales from Weber State University and then continued on to obtain a certificate in paralegal studies from an A.B.A. approved program at Denver Career College. Greg enjoys reading biographies, running, and being a special events volunteer at Red Butte Garden.

**SUZANNE POTTS**

*Ethics and Professional Service Committee Chair | Region 4 Director | UPA/NALA Liaison*

Suzanne has been a paralegal for over 25 years. She is employed as a paralegal with Spencer Fane and joined their team in September 2022. Previously, Suzanne was employed by Clarkson & Associates in St. George, Utah, working primarily in civil litigation. She also worked for Bradley C. Harr & Associates and Injury Smart Law in St. George, Utah, working primarily in personal injury. Suzanne is a mediator having



completed basic Mediation Training through the Utah State Bar and Alternative Dispute Resolution. Suzanne is very active in the community having completed the Leadership Dixie program and thereafter was elected to serve on their Board of Directors. Suzanne spent many years as a public panel member for the Supreme Court Ethics and Discipline Committee, a volunteer for the Southern Utah Community Legal Center as well as a paralegal member of the Southern Utah Bar Association. Suzanne is a longtime volunteer for the St. George Marathon. She also provides foster and transport for Lily's Pad Rescue, a registered 501c(3) non-profit organization who facilitates care for medically fragile bulldogs in need of loving, accepting devotion.

### **LIBERTY STEVENSON**

*Immediate Past Chair*



Liberty Stevenson has over twenty years of experience as a paralegal working primarily in domestic/family law. She is currently employed at Bean Family Law as paralegal to Melissa M. Bean. Liberty has had the privilege of working with some of the best family law attorneys in Salt Lake City, including Melissa M. Bean, Christina Miller, Stephen C. Clark, Mary C. Corporon, and the Honorable Judge Elizabeth Hruby-Mills at Richards Brandt Miller Nelson, before Judge Hruby-Mills took the bench. Liberty has so much appreciation for the knowledge and experience she has gained from each of the attorneys she has worked with throughout her career. Liberty completed the paralegal program offered through both Weber State University and Utah Valley University, and she became a NALA Certified Paralegal in June 2023. Liberty has one son and two dogs, and enjoys spending time with her extensive family.

## **Exciting CLE Opportunities**

**January CLEs will be announced via social media. Follow us on [Facebook](#) and [LinkedIn](#).**

The Education Committee is actively planning additional CLE events for the upcoming year. In addition to the CLEs hosted by the Paralegal Division, you can also explore opportunities available through the Utah State Bar website: [Utah State Bar Member Practice Portal > Events \(utahbar.org\)](#) **Please check our social media for more CLE opportunities.**

Your next CLE Reporting Period will be July 1, 2024 – June 30, 2025. The CLE requirement for members of the Paralegal Division is 10 hours of accredited CLE, to include 1 hour of legal ethics and 1 hour of professionalism and civility. CLE opportunities sponsored by the Paralegal Division are offered as hybrid attendance and can be attended either in-person or remotely, except for the Brown Bag Lunch CLEs, which are offered remotely.



## Community Service Opportunities

Thank you to everyone who participated in our Winter Supply Drive for the Provo Warming Center.

Please watch our social media for more announcements to come regarding additional community service opportunities sponsored by the Paralegal Division – we have great things coming your way!

---

A myriad of opportunities awaits you as a member of the Paralegal Division. If you are interested in participating on a committee or perhaps assisting on a specific project, please contact a member of the Board of Directors. We welcome and encourage your participation.

---