

Agenda

Assisting with Family Law Case Intake *T. Zavaras*

- Assisting with initial client interview
- Preparing engagement letter, opening file
- Collecting information

Assisting with Alternative Dispute Resolution *J. McWilliams*

- Assisting in family law mediation
- Understanding and assisting in divorce arbitration
- Assisting in the collaborative divorce process

Obtaining and Evaluating Financial Information *L. Ammarell*

- Identifying relevant information on assets, debts, income and expenses
- Obtaining financial information
 - Using financial information questionnaires
 - Using interrogatories, requests for production, deposition testimony, private investigators
 - Valuing assets
- Evaluating the information you have obtained
- Working with accountants and financial experts
- Preparing financial statements

Assisting with Child Custody and Visitation Issues *K. Utesch*

- Current status of custody law in Colorado
- Obtaining relevant information
 - Client interview, custody questionnaires, authorizations for disclosure, using formal discovery
- Working with CFIs/PREs
- Working with Child Legal Representatives

Enforcing and Modifying Family Law Orders and Decrees *J. Cage*

- Implementing divorce decrees and orders
 - Preparing and filing the decree
 - Preparing other necessary documents
 - Enforcing judgments and orders
 - Enforcing temporary orders
 - Enforcing custody orders
 - Enforcing support orders
- Modifying decrees and orders
 - Determining which parts of a decree or order are subject to modification, deciding when to seek modification
- Assisting in modification actions

Handling Ethical Issues in Family Law Practice *K. Utesch*

- Complying with rules of professional responsibility and ethics guidelines for attorneys and paralegals
- Avoiding conflicts of interest
- Maintaining client confidentiality
- Avoiding the unauthorized practice of law
- Working with the secretive or dishonest client
- Handling allegations of abuse or neglect
- Zealous (vs. over-zealous) representation
- Fee agreements, retainers, and collection of unpaid fees

Colorado Family Law Practice for Paralegals

Denver, CO - Tuesday, September 24, 2019



HalfMoon Education Inc.
PO Box 278
Altoona, WI 54720-0278

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Learning Objectives

You'll be able to:

- Explain** the current status of custody law in Colorado.
- Understand** how to prepare an engagement letter and open files.
- Discuss** how to identify relevant information on assets, debts, income, and expenses.
- Assist** in family law mediation and collaborative divorce.
- Comply** with the rules of professional responsibility and ethics guidelines for attorneys and paralegals.
- Enforce** judgements and orders.



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- Understand** how to assist with family law case intake
- Identify** child custody and visitation issues
- Examine** how to obtain and evaluate financial information
- Learn** about enforcing and modifying family law orders and decrees
- Explore** alternative dispute resolution
- Discuss** ethical issues in family law practice

Continuing Education Credits

This seminar offers paralegals
6.5 CLE hours, including 1.0 ethics hour.
NFPA Approved
NALA Pending



Providing Paralegal CLE
for more than 22 years!

Faculty

Tia M. Zavaras *Attorney at Griffiths Law PC*
Ms. Zavaras’ practice focuses on family law and civil litigation matters. As a family law attorney, Ms. Zavaras counsels her clients through the enormously difficult process of divorce and its related issues such as child custody, decision making, maintenance, and the appropriate division of assets. As a civil litigator, she has recovered over \$30 million on behalf of her clients, including individuals and organizations throughout Colorado and Texas faced with dire and complicated circumstances. During her civil career, Ms. Zavaras has represented clients in claims for defective construction, insurance recovery, breach of contract, and other various commercial disputes. Ms. Zavaras is consistently ranked among the best in her field. She was selected by Super Lawyers as a Rising Star or Super Lawyer since 2013. She has published articles and delivered presentations all over Colorado on a variety of topics.

Joan H. McWilliams, JD, MSJA *Attorney at McWilliams Mediation Group*
Ms. McWilliams has conducted a full-time dispute resolution practice through her firm, The McWilliams Mediation Group LTD, for more than 30 years. In 2019, Ms. McWilliams chose to refocus her practice and concentrate on her writing and speaking. She has served as chair of the Colorado and Denver Bar Association’s Dispute Resolution Sections and was on the Colorado Bar Association Board of Governors. She is a member of the Executive Council of the CBA Family Law Section and a past president of the Metropolitan Denver Interdisciplinary Committee. Ms. McWilliams is the author of *Parenting Plans For Families After Divorce*; *Parenting Plans That Work*; the dispute resolution chapters in *Colorado Family Law*; *The Peace Finder: Riley McFee’s Quest for World Peace*; and her most recent book, *A Parent’s Guide to Understanding the Effects of Conflict and Divorce: Protecting Your Children from Adverse Childhood Experiences*. Ms. McWilliams initiated the amendment to the CO R.P.C. Rule 2.1, Comment 2, regarding parental conflict and children and was a co-initiator of the Colorado Parental Responsibilities Act.

Laura L. Ammarell *Attorney at Ammarell Deasy, LLP*
Ms. Ammarell is a founding partner at the firm Ammarell Deasy, LLP, located in Greenwood Village. Ms. Ammarell has been a domestic litigator for more than 17 years. She is a graduate of Colorado State University and a *cum laude* graduate of Gonzaga University School of Law. Ms. Ammarell practices family law exclusively, handling cases statewide involving complex financial matters, the allocation of parental responsibilities, adoption, paternity, and grandparent rights. She has lectured throughout her career on a wide variety of topics, including adoptions, the use of experts in domestic courts, marital torts, and advocacy in the family law courtroom. Ms. Ammarell has been asked to speak at Colorado’s Annual Family Law Institute and has guest lectured at the University of Denver’s Sturm College of Law. She is a past-president of the Douglas-Elbert Bar Association and current member of the Arapahoe, Denver and Colorado

Seminar Information

Renaissance Denver Stapleton Hotel
3801 Quebec Street
Denver, CO 80207
(303) 399-7500

Tuition
\$289 for individual registration
\$269 for three or more registrants from the same company at the same time.
Included with your registration: Complimentary continental breakfast and printed seminar manual.

Receive a reduced tuition rate of \$101 by registering to be our on-site coordinator for the day. For availability and job description, please visit www.halfmoonseminars.org.

How to Register

- Visit us online at www.halfmoonseminars.org
- Mail-in or fax the attached form to 715-835-6066
- Call customer service at 715-835-5900

Continuing Education Credit Information

This seminar is open to all paralegals and offers 6.5 CLE hours, including 1.0 ethics hour.

The National Federation of Paralegal Associations has approved this course for 6.5 CLE hours, including 1.0 ethics hour. HalfMoon Education has applied to the National Association of Legal Assistants for course approval, which is pending.

Please visit www.halfmoonseminars.org for current NALA course approval information under this course listing.

Attendance will be monitored, and attendance certificates will be available after the seminar for most individuals who complete the entire event. Attendance certificates not available at the seminar will be mailed to participants within fifteen business days.

Cancellations: Cancel at least 48 hours before the start of the seminar, and receive a full tuition refund, minus a \$39 service charge for each registrant. Cancellations within 48 hours will receive a credit toward another seminar or the self-study package. You may also send another person to take your place.

Bar Associations, as well as the Metropolitan Denver Interdisciplinary Counsel. Ms. Ammarell is a fellow of the Colorado Bar Association and currently serves on the Executive Council of the Family Law Section of the Colorado Bar Association — a position to which she was elected in 2012. She was named one of Colorado’s Rising Stars by *SuperLawyer Magazine* in 2009, and was also presented with the 2009 Douglas-Elbert Bar Association Professionalism Award. Ms. Ammarell has trained as a child and family investigator, as well as a mediator, through the Colorado Bar Association’s Continuing Legal Education program.

Kimberly A.S. Utesch *Attorney at Utesch Law, LLC*
Ms. Utesch, Esq. worked as a paralegal for many years prior to attending law school. She received her BS degree with honors from Metropolitan State University in 2002 and her JD degree from the University of Denver in 2011. Utesch Law, LLC, was founded in September 2012. Her practice focuses primarily on family law, the majority of which is currently as a child and family investigator. She is a trained and practicing mediator and has received collaborative practice training. Ms. Utesch has been selected as a SuperLawyers Rising Star for 2017, 2018, and 2019 and has received the Colorado Supreme Court Pro Bono Achievement award for four years in a row. Ms. Utesch has always valued volunteer work and currently volunteers with the Arapahoe County Bar Association Pro Se Clinic, the Rocky Mountain Children’s Law Center, and the Florence Crittenton Services Legal Clinic. She is a board member for the Metro Denver Interdisciplinary Counsel, a member of the CBA Family Law Section Executive Council, and a board member for the Arapahoe County Bar Foundation and the Colorado Women’s Bar Association Circle of Minerva, as well as co-chair of the Lawyers at the Library committee for the Arapahoe County Bar Association. Ms. Utesch is also a professional member of the Mediation Association of Colorado. In her spare time, Ms. Utesch escapes with photography, her pets, and traveling, and she sometimes sees her husband.

Jamie L. Cage *Attorney at Cage Bucar Lewis, LLC*
Ms. Cage is a founding shareholder of Cage Bucar Lewis, LLC. She has focused her entire career on the practice of family law, including divorce and legal separation, allocation of parental responsibility (custody) actions, child support and spousal support modifications, adoptions, paternity and juvenile actions, and appeals. Ms. Cage specializes in complex litigation issues, including high asset divorces, child custody or parenting time disputes, and jurisdictional matters, and she has a particular affinity for family law appeals. Ms. Cage has an extensive background in legal research and writing. After serving as an editor for her Law Review, she used her skills in advance legal research to successfully brief and win appeals of complex family law matters ranging from procedural issues to substantive custody matters. Ms. Cage is not afraid to challenge the court system for the sake of justice.

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Audio recordings of this seminar are available for purchase starting at \$269. See registration panel for more information and please refer to specific state licensing rules or certification requirements to determine if this learning method is eligible for continuing education credit.

Registration

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How to Register		Registrant Information
Online: www.halfmoonseminars.org		Name: _____ Company/Firm: _____ Address: _____ City: _____ State: _____ Zip: _____ Occupation: _____ Email: _____ Phone: _____
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Fax: 715-835-6066	Code:	Additional Registrants: Name: _____ Occupation: _____ Email: _____ Phone: _____ Name: _____ Occupation: _____ Email: _____ Phone: _____
Mail: HalfMoon Education Inc., PO Box 278, Altoona, WI 54720-0278		
Complete the entire form. Attach duplicates if necessary.		Email address is required for credit card receipt, program changes, and notification of upcoming seminars and products. Your email will not be sold or transferred.
() I need special accommodations. Please contact me.		

Tuition

() **I will be attending the live seminar.** Single Registrant - **\$289.00**. Three or more registrants from the same company registering at the same time - **\$269.00** each.

() **I am not attending.** Please send me the self-study package:

- ☐ Downloadable MP3 Audio/PDF Manual for **\$269.00**.
- ☐ CD/Manual Package for **\$289.00**.

(S&H included. Please allow five weeks from seminar date for delivery)

Checks: Make payable to HalfMoon Education Inc.

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