

# *Los Angeles Legal Secretaries Association*

Member of LEGAL SECRETARIES, INC., OF CALIFORNIA (LSI)

- Educating California's Legal Professionals -

**Presents**

## **The Role of the Legal Secretary: Past, Present, and Future**

**Cynthia Thomas**

**Founder, PLMC & Associates**

Ms. Thomas, founder of PLMC & Associates, a management consulting firm for small and midsize law firms, is a member of the editorial board of Law Practice magazine. She was also a firm administrator for law firms in Los Angeles and San Francisco. Ms. Thomas will share important information that can be used daily to effectively cross over the lines of legal secretary, paralegal, research assistant, and technology expert.

**\$28.00**  
**Members**

**\$32.00**  
**Non-Members**

**Tuesday – March 15, 2016**

**5:30 p.m. – Networking**

**6:30 p.m. – Dinner**

**7:15 p.m. – Speaker**

**Taix French Restaurant, 1911 Sunset Blvd., Los Angeles, CA 90026**

**(213) 484-1265 \* Valet (\$2.50) and Street Parking available**

**RSVP to Rita Burnett at (310) 695-8222 or by  
EMAIL at [ritalburnett@yahoo.com](mailto:ritalburnett@yahoo.com) (note middle initial “I”)**

Meal Choice:  Filet of Sole Meuniere (sautéed, with a lemon butter cream sauce) or  
 Pasta Monégasque (penne pasta with tomatoes, garlic, basil and olive oil)  
(entrée includes bread, salad, soup, dessert, coffee and tea)

***\*Visitors are welcome!\*No shows will be billed for meal\****

***\*CCLS Credit available – Bring your Certificate\****

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