



Newsletter

December 2012

The Board of the Utah Prosecutorial Assistants' Association are as follows:



Chair: Karen George, Salt Lake County District Attorney's Office
 Co-Chair: CeCelia Zarbock, Provo City Attorney's Office
 Members: Marcy Duke, Springville City Attorney's Office
 Kimberley Lee, Weber County Attorney's Office
 Teresa Manzanares, Emery County Attorney's Office
 Laurie Rinck, Tooele County Attorney's Office
 JoEll Rowley, Wasatch County Attorney's Office
 Christine Stevens, Millard County Attorney's Office
 Adrienne DeJong, Davis County Attorney's Office
 Kathy Locher, Salt Lake District Attorney's Office
 UPC Representative: Marilyn Jasperson

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UPC Representative:

2012 UPAA Conference

Our 2012 conference in St. George was yet again another great one. We had many wonderful presentations, the accommodations were terrific and the weather was awesome.

Next year's conference is scheduled for June 19-21 and will be held at Ruby's Inn in Bryce Canyon. As always, we are working to make next years conference better than this years. Please think of ways you can save costs so that we can get as many people to the conference as possible, i.e., car pooling, sharing a room., etc.

Recent CUPA Recipients

- Keri Cheney, Utah County Attorney's Office
- Christine Webb, Grantsville City Attorney's Office
- Shelley Kelsey, Wasatch County Attorney's Office
- Cecilia Plasencia, South Salt Lake City Atty's Office

Join us in Congratulating them on a Job Well Done

If you are interested in joining a study group to prepare for the CUPA test, please contact JoEll Rowley.



Basic Rules for Capitalization

- Capitalize the first word of every sentence
- an expression used as a sentence (i.e., Really?)
- a quoted sentence
- an independent question within a sentence
- each item displayed in a list or an outline
- the salutation and the complimentary closing of a letter

Farewell to Two Board Members

Karen George and Megan Hutchins have both resigned from the UPAA Board. Megan has taken a job with the Salt Lake Justice Court and Karen is getting ready for retirement.

Karen has been on the UPAA Board since August 1999 and has provided much valuable knowledge, wisdom and experience. She will be greatly missed by all of us and wish her happiness in her future endeavors.

Megan has been with the Board since September 2010. Although her stint was brief we always appreciated her enthusiasm and knowledge. We wish her luck in her new position with the Salt Lake Justice Court.

New Board Members

Adrienne DeJong will be joining the Board. Adrienne is from the Davis County Attorney's Office and has been employed there since August 2006.

Kathy Locher will also be joining the Board in January. Kathy began her work with Salt Lake County in 1985 as lead clerk for Judge Peggy Acomb in the Salt Lake County Justice Court. She has been with the Salt Lake County District Attorney's Office since March 2001.

Help us in welcoming these new board members. We look forward to the knowledge and experience they will bring to the table.



More Grammar

Spell out all numbers, whether exact or approximate, that can be expressed in one or two words. (A hyphenated compound number like *twenty-one* or *twenty-nine* counts as one word.) In effect, spell out all numbers from 1 through 100 and all round numbers above 100 that require no more than two words (such as *sixty-two thousand* or *forty-five million*).

Examples:

More than *two hundred* people attended the reception.
More than 250 people attended the reception.

