



## Sandra Meiners

Senior Paralegal

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### EMPLOYMENT

- Thompson Coburn LLP  
Senior Paralegal, 2022-Present  
Paralegal, 2020-2022
- Hedrick Kring PLLC Bankruptcy  
and Litigation Paralegal, 2019–  
2020
- Cowles & Thompson Litigation  
and Bankruptcy Legal Assistant,  
2019 – 2019
- Singer & Levick Litigation and  
Bankruptcy Paralegal, 2018-2019
- The Peavler Group Litigation  
Paralegal, 2017-September  
2018
- Lewis Brisbois Bisgaard & Smith  
LLP Employment, Insurance  
Defense and Bankruptcy  
Litigation Paralegal, 2015- 2017
- Pronske Goolsby and Kathman,  
PC Bankruptcy Paralegal, 2006-  
2015
- Warner Stevens, LLP Contract  
Bankruptcy Paralegal, 2004-2005
- Hartline, Dacus, Barger, Dreyer &  
Kern, LLP Legal Assistant -  
Litigation, 2000-2004
- McGuire, Craddock, Strother &  
Hale, PC Legal Assistant –  
Bankruptcy, 1998-2000
- Andrews & Kurth, LLP Litigation  
Paralegal, 1996-1997

### EDUCATION

- Southern Methodist University,  
Paralegal Program, 1988

## Sandra assists attorneys and clients in a wide range of bankruptcy and litigation matters.

With more than 30 years of experience in all phases of bankruptcy and litigation, Sandra conducts research, drafts pleadings and discovery, communicates with clients, witnesses, opposing counsel and court personnel, and prepares notebooks for hearings and trials, including the preparation and organization of exhibits and privilege logs, and the drafting of witness and exhibit lists. Sandra further supports attorneys in the preparation of cases by reviewing and analyzing court documents and documents produced by parties, preparing subpoenas and tracking filing deadlines.