## JOURNAL

### South Carolina Association of Legal Investigators

SCALI Journal October-November-December 2010 - Vol. 26, No. 4

2011 ELECTION ISSUE

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# SCALI<sup>President's Message:</sup>



As we enter a new year, I hope each one of you will have a blessed, happy, and prosperous 2011. As we look forward to conferences, a new Director and new Regional Directors, we will have new opportunities for you to get involved in SCALI.

I have loved serving as your Director for the last 6 years and I look forward to continuing to serve SCALI in a different way. Representing you has been the highlight of my almost 25 year career as a private investigator. It has truly been a humbling and rewarding experience. Thank you all for the honor. I appreciate the support I have received.

Now, moving on to our Spring Conference in Myrtle Beach. Mark your calendars for May 5-7 for a fabulous educational seminar at the Hilton in Kingston Plantation. We have already confirmed speakers in criminal defense, human trafficking, criminal domestic violence and our new Attorney General who will speak on curtilage, gps and trespassing. Registration forms and more information will come out soon. I look forward to seeing you there for our business meeting and elections also.

If any of you have suggestions or concerns about the coming SCALI events or perhaps thoughts on how our Association can improve, please don't hesitate to email or call me or your Regional Director. My door is always open. Let's make 2011 a great year!

Vicki D. Childs Blazer Investigative, Charleston, SC 843-224-2224 bigblaze@aol.com

#### SCALI JOURNAL

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**Midland Region** Dave B. Mac Dougall

> **Coastal Region** Don Wilson

> **At Large:** Frank Rimsek

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### SCALI

TO PROMOTE AND MAINTAIN THE Highest Ethical Practices in the Profession of Private Investigation

TO FURTHER THE Spirit of Cooperation and Mutual Assistance among Members

TO FURTHER A MUTUAL FEELING OF GOOD-Will and Friendship Among Investigators

TO MONITOR AND Take Action on Any Legislation that May Affect our Profession

TO UPGRADE THE PROFESSIONAL STAN-Dards of our organization and its members through continued Education

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### From The Editor's Desk:



We've rung out the old year and welcomed the new year by now. It's always good to take time to reflect back on the past, enjoy the memories, and rethink the things that went wrong or could be improved upon.

As for memories, this past year has seen SCALI grow even larger, hosting bigger and better conferences and tranining sessions. In addition, it has begun to suffer from growing pains.

This next year, will see a slate of new Directors as Vicki and Dave step down to allow some new blood to take over the reins.

As approved last spring, the state has been redistricted, dividing the Midlands and the Coastal Regions into two north and south regions, allowing two more regional director positions.

Being on the receiving end of the notification of intent to run, for publishing in the Journal, I can say with great pride that more and more people are becoming interested in serving in a position available within the group.

This year's election will see a new State Director, and while we have several incumbent Regional Directors, there are others throwing their hat in for possible election to a post.

It's great to see new blood and new interest in the organization. However, it is also important to thank those who have forged ahead in the name of SCALI and have served with dedication for a number of years. B oth Vicki and Dave have done so and are finally stepping aside to allow others to become more greatly involved in the organization. In addition, Don Wilson, our dedicated Coastal Director will also be stepping down.

We thank you all for your tireless dedication to SCALI. In addition, we welcome the soon to be voted upon and announced new directors and challenge them to take SCALI even higher!

Donna

On behalf of Robert Todd and Mike Arrington I am happy to announce that the Spring 2011 conference will be held May 5-7 at the Hilton in Kingston Plantation in Myrtle Beach.

## Mark your calendars and look for more information in the coming months. Mike and Robert will be planning a terrific conference.

Vicki D. Childs, Director South Carolina Assoc. of Legal Investigators P.O. Box 21297 Charleston, SC 29413 843-224-2224 www.scalinv.com

### SOUTH CAROLINA ASSOCIATION OF LEGAL INVESTIGATORS LISTSERV RULES

This Listserv is owned by SCALI and is a privilege to its members. Posts are not moderated and do not necessarily reflect the opinion or endorsement of SCALI. Please follow these rules:

No reposting of other member's messages without their approval.

No flaming, jokes, profanity, obscenity, blatant advertising or libelous comments will be tolerated. In addition, no personal attacks of any kind are allowed. Only positive political endorsements are allowed in reference to SCALI campaigns. No negative campaign posts or attacks against candidates are allowed.

An identifying signature is required on all posts not to exceed 6 lines in length.

Posts to the list are to concern areas of interest to SCALI and/or the field of investigation. This list is professional and business oriented.

No attachments to the list are allowed. This includes photos, word processing documents, executable files and V-cards. All posts should be submitted in text format.

Violations of these rules could result in a suspension or removal from the Listserv. Disciplinary Action for offenders will be acted upon by the moderator and at the discretion of the moderator under the authority of the SCALI State Director.

FIRST VIOLATION - Immediate suspension from the Listserv for two weeks.

SECOND VIOLATION - Indefinite termination and loss of Listserv privileges.

Thank you for your support of SCALI

### **REGIONALLY SPEAKING:**

### Upstate Region Marty Henderson

Carolina Investigations Spartanburg , SC (864)948-1333

m-henderson@charter.net

In the Upstate Region, we continue to hold our monthly meeting so that members can network, voice concerns and socialize. The one thing that has changed with these monthly meetings is that we now meet at a different restaurant each month in an effort to reach more members. Many of our members have volunteered to host meetings in their area.



It is my intention for every member of SCALI to feel as if they have a voice. I encourage and support any and all members who choose to take an active role in SCALI, to whatever degree, to the level in which they feel comfortable.

I hope to see you all soon.

Marty







### Coastal Region Don Wilson

Charlestowne Detective Agency PO Box 30965 Charleston SC 29417 Business: (843) 571-1420

charlestowne1@aol.com No Report

### Midlands Region Dave MacDougall

Information Services Columbia , SC (803)732-7770

dave@informationservices.org No Report.

### At Large - Frank Rimsek

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"Breezing" photo by d.b.brisbin

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### NEITHER SLEET, NOR SNOW . . .

By Dave Mac Dougall

Despite the winter weather "Basic Training for PI's" went on as scheduled on Monday, January 10th at the Embassy Suites in Columbia. Eighteen hearty souls made the journey, some on Sunday; some Monday morning. The Embassy had offered SCALI rooms at a reduced rate.

Since several of the instructors were snow bound Austin Troxell and I handled the entire program. Process service, computer forensics, surveillance, interview techniques and other topics of interest to Private Investigators were covered.

The Embassy Suites didn't miss a beat when it came to providing SCALI with what we needed. While it might have been ideal to reschedule or cancel the program doing so would have cost SCALI a considerable amount of money. Thanks for all who attended and special thanks to Austin Troxell who made the trip to Columbia on Sunday in order to make his presentation.





### DAVE, MIKE, AND JOE HIT THE HILL AGAIN

### by David B. Mac Dougal

Mike Spane, Joe Dorton and I represented The South Carolina Association of Legal Investigators at the National Council of Investigation and Security Services [NCISS] 2010 **Hit the Hill** campaign in Washington, D.C. on Wednesday September 29<sup>th</sup>.

Joe Dorton, who is an Honorary SCALI member, was invited to join us to provide his unique perspective.

Joe was very helpful in explaining the importance of the use of Social Security numbers by Private Investigators as well as law enforcement.

He provided an authoritative explanation of the laws, rules and regulations that govern South Carolina PI's.

As it has been for the last several years the primary concern we brought to Congress was the barrage of legislation that would make it unlawful to sell Social Security numbers.

If any such legislation passes the accuracy and usefulness of investigative databases will be seriously damaged.

Likewise our databases would not be able to sell or disseminate to Private Investigators any information containing Social Security numbers.

For the first time SCALI was able to make our presentation at all eight Congressional Offices. Every office received a package of information prepared by NCISS, a copy of the SCALI *"Journal"* and a personalized SCALI business card with our contact information.

On Hit the Hill morning we started of by having our photograph taken on the Capital steps with Congressman Joe Wilson. He escorted us to the House of Representatives gallery to

observe him delivering a brief speech on the House floor. We then met with the Congressman and staffer Baker Elmore.

Congressman Wilson is very familiar with our concerns over the various proposals to restrict the sale of Social Security numbers. He reiterated his willingness to assist us in keeping this information available for lawful investigations.

We met with Senator Jim DeMint and staffer Laura Evans. We had met Laura last year and she recalled our



#### Joe Dorton, Congressman Joe Wilson, Mike Spane & Dave Mac Dougall

concerns. The Senator listened to our issues and offered a positive response.

We then met with Senator Lindsey Graham as well as Leigh Ellen Lybrand and Jason Brown of his office.

Ms. Lybrand recalled our meeting last year and the Senator offered his concern for our issue.

During the afternoon Joe Dorton and I met with Joe Harris, Legislative Counsel to Congressman John Spratt.

Mr. Harris and I had discussed our concerns last year. He recalled them *continued pg.* 26





### SCALI CONSTITUTION

- Section 6. Any member desiring to become a candidate for an elected office within the association, must adhere to the following, to wit:
  - a) The State Director must announce his or her candidacy to members of the association sixty (60) days prior to the annual conference. The notification shall be by letter to the State Director and all Regional directors.
  - b) The Regional directors shall notify their members in their regions of the declared candidate prior to forty five (45) days of the annual conference.
  - c) A declaration in the "JOURNAL" may take place of the letter to the Regional Directors if published forty five (45) days prior to the annual conference.
  - d) All declared candidates for office must disclose all criminal convictions within the last ten (10) years for which the court imposed sentence could have been thirty (days) or more. (May 2009)
  - e) Any declared candidate for office who is found in the affirmative of Section 6 (c) shall be deemed unsuitable for office. (May 2009)
- Section 8. Each Region is to elect a Regional Director at or before the annual conference. The Regional director is to inform the State Director of the results of such an election at the annual conference. When a region has not elected a Director as required, the Executive Committee will elect by majority vote a Regional director for such Region.
- Section 9. The "JOURNAL" shall publish the names and brief statements, not to exceed 200 words, concerning the members announcing their candidacy for office provided such announcement must be received by the Editor at least (60) days prior to the election.



### **Regional Candidates:**



## 2011 ELECTION

### STATE DIRECTOR

### Ken Walter

As we approach a new election term for our State Director, I understand that the time has arrived to move the Association forward with newer and fresher goals. With the expansion of the Regional Directors and the results of an election year, a new set of faces will adorn the SCALI leadership. I'm sure that each of us has seen our Association from a number of viewpoints, depending on where we've lived or what we've done.

Today, as part of the membership that has helped shape SCALI's success, I am writing to ask you to support my candidacy for the State Director position.

I did not make this decision lightly. When I was approached to run, I knew I had to consult with my mentors within the Association. I soon achieved peace knowing that my

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experience and vitality would adequately qualify me for the position. I am immensely grateful for the depth and broad range of commitments that have been given by Members for my candidacy.

I have been a member of SCALI since August of 1995. Much of my professional success can be attributed to the network of professionals that are members of SCALI. My activity within the association has included event sponsorship, Journal advertising, Conference and Seminar hosting, article publication, case assignments, mentoring and professional networking. For the past eight years, I have been the SCALI Journal Editor and have been dedicated to that publication to see its improvement

and evolution into a new standard for professional newsletters and journalism. In 2005 I was honored to receive the Investigator of the Year awarded by SCALI and in 2007 I was again recognized by the membership with the Who's Who award.

My Curriculum Vitae includes a Bachelor of Science degree in Criminal Justice, an Honorable Discharge from the U.S. Navy and a private investigation ownership which



opened in 1994 and has had continued growth and success into 2011.

In my personal life, I have been blessed for the past 13 years with my wife, Elizabeth, daughter, Lindsey (6) and son, Reese (3).

I have given a great deal of thought to the duties of the State Director, and assure you that I have the commitment and leadership ability to advance this growing Association further into the second decade of the millennium. I respectfully ask for your support.

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## CANDIDATES

### UPSTATE REGIONAL DIRECTOR

### **Marty Henderson**

#### SCALI MEMBERSHIP,

As we move forward into 2011, it seems our Association is also moving forward with significant changes in that we will have a new State Director and we will expand into 2 additional regions. I wanted to let the Members know that I am fully committed to SCALI and that I look forward to assisting with the upcoming changes to our Association. I would like to remain in my current position as Upstate Regional Director, and I ask for your support as we move forward.





## 2011 ELECTION

### MIDLANDS REGION SOUTH

This election year, we have three candidates for the office of the newly redistricted area known as Midlands South.

**Tracy Hoshell** 



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After much consideration, I am declaring my intent to run for South Midland Regional Director.

I have been a South Carolina Private Investigator since 1997 and a member of SCALI since June 2004. Since that time, I have been blessed with the guidance and expertise of various members of the SCALI organization. I value the input of our members and I would like the opportunity to be a voice for our South Midland Investigators.

Respectfully asking fo<mark>r your support,</mark> Tracy R. Hoshell

### **Don Kneece**

My name is Donald E. Kneece (Don) and I would like to announce my candidacy for the position of Midlands South Regional Director of the South Carolina Association of Legal Investigators for the term of 2011 – 2013. I have owned and operated Kneece Investigations, LLC in Saluda, SC since 1995. I joined SCALI in 1995 and have been an active member of SCALI since joining.

I have seen this organization grow into one of the best organizations for Private Investigators that I know of. I also have been associated with similar organizations in both Georgia and North Carolina. I am an approved provider of Continuing Education classes in South Carolina, North Carolina, and Georgia. I currently provide consultations to both Private Investigators as well as Law Enforcement in the selection and acquisition of covert video equipment through my on-line web store.

If elected as a member of the Executive Committee, I will be able to apply my past experiences, both positive and negative, in helping to continue the growth of SCALI. Because of the hard work of past Directors we have gotten to the point we are at today. I plan to continue to improve SCALI by encouraging more members to become actively involved in discussing issues that can be improved upon.

I would like to ask each of you to contact

me if you have any questions or concerns about my decision to seek this position. I also ask for your support as we continue to improve upon the great work of past Directors.

Warmest Regards Donald Kneece



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## CANDIDATES

### MIDLANDS REGION SOUTH

### Mike Spane



As you know I am running for Regional Director of the Midlands Region

South. Having been a member of SCALI for several years I know the importance of networking and communication along with education/training.

We have approximately 105 days left until our Annual SCALI Conference which will be held in Myrtle Beach May 5, 6, and 7. It sounds like a long way off but time will fly and before you know it here we are! The area of the Midlands Region South consist of the following counties: McCormick, Saluda, Edgefield, Lexington, Aiken, Orangeburg, Barnwell, Bamberg, and Allendale. Prior to this election the Midlands Region was just one region and much bigger and so the Executive Committee decided to split regions.

In a few days I will be out of pocket for several weeks. Upon my return I plan to travel to each county on a set date and either have breakfast or lunch with in one of counties that I would represent. The reason for doing this is to meet as many SCALI members as I can and answer any questions that you may have. You may bring a guest(s) that is considering changing or starting a career in the Private Investigator field or simply wants to join SCALI. I believe that not only is a Regional Director responsible for keeping their region well informed but to continue to grow SCALI and network as much as possible.

I urge any of you to contact me with any questions that you may have. You may call me or email me and if I don't know the answer I promise you I will do my best to find it. My first county will be in the Allendale area around the second week of March. I really look forward to meeting you and I hope the best for 2011 to each and every one of you.

God Bless, Michael



## 2011 ELECTION

### MIDLANDS REGION NORTH

### Ken Robison



I wish to express my pride in being a member of such a fine association as this one is.

Since

joining I have met some of the most professional PI's in this state.

As a member of NALI and NCISS I have traveled around the country and am awed at how many of you are held in such high regard.

While in Las Vegas at the NALI conference last year everyone that Mike spane and I spoke to from the President down asked how Vicki, Dave and many others were doing. They all thanked us for SCALI's help and backing on the national front.

For this reason alone I believe we have one of the best Associations in the nation

Having said that, I also want to mention that while I may be the "New Kid on the Block" around here, I think that I might be able to help out and wish to offer my humble assistance as North Region Director.

My plan is simple;

1. Contact every SCALI member in the region and ask them to attend a monthly meeting;

2. Hold a monthly meeting in a different County/location each month; 3. Ask every member of the region to help expand SCALI and Regional membership by bringing one guest each to every meeting; 4. Hold informative, networking style



meetings set to everyone's agenda and 5. have a great time doing it!

GO SCALI! Kenneth H. Robison, Sr.

### LOWER COSTAL REGION

### Wayne Freeman

Please consider this my notice of intent to seek the office of Regional Director of the Lower Coastal Region. Having been a member of SCALI for the past 11 years, I have seen many positive changes and a huge growth in membership. I shall strive to continue to serve this outstanding organization and to uphold its high standards.

I would like to thank Don Wilson for the top notch job he did as Regional Director and will, if elected, continue with his fine tradition.

Thank You,

Wayne P. Freeman, CCDI

### UPPER COASTAL REGION

### **David Milligan**

Please accept my notice of intent to run for Upper Coastal Region Director.

I have been in the private investigative business for over 13yrs and a member of SCALI for as many, in good standing. I respectfully ask for the support of my region's members and trust.

Thank you **David P Milligan** 

## CANDIDATES

this office for about 4 years and have

tried my best to always be there for

any member who needed my assis-

tance. I have been a SCALI member

for 11 years in good

standing. I have always

tried my best to benefit

SCALI and its members

as a whole. We have had

some trying issues in the

have been able to work-

out with the best result

for the group. I would like to continue working

past that together we

### AT-LARGE DIRECTOR

### Frank Rimsek

Hello Members. This letter is being submitted to provide notice of my intent to remain as the SCALI At Large Director. I have been allowed to hold



### Leroy Everhart

Please accept this letter as indication of my desire to serve our association in the position of At-Large Director.

I have enjoyed the many benefits and continued camaraderie of being a SCALI Member since at least 2001. I do not believe that a member can return equally all that one receives in benefits of SCALI Membership but it has always been my mindset to return in kind to our association through support of the conferences, the SCALI Journal; sharing information and services with my fellow members. As some of you may know, I also believe strongly that we must police and discipline ourselves enabling us to promote the highest level of professionalism and integrity possible.

My support of South Carolina Private Investigators has a long history. In 1989, I spoke in favor of South Carolina Private Investigators having the right to carry concealed weapons during a meeting of a Legislative Sub-Committee Chaired by Paul "Bud" Rimel who was Chief of Public Safety at Bob Jones University. At the time, I was President of the North Carolina Association of Private Investigators.

I began my career as a Professional Investigator over thirty years ago. Like most of you, I'm a Professional Investigator first and then a small business person who wishes to improve my abilities and business environment every day.

I am licensed in the Carolinas and registered in Virginia. I'm a Member of SCALI, NCAPI, NCISS and other professional business associations.

If elected to the position of At-Large Director I will serve our Association to the best of my ability while promoting friendship and professionalism throughout our for the SCALI group and keep this organization strong and proud. I ask to be allowed to continue



as SCALI State At Large Director.

Frank Rimsek

great profession.

Anyone with questions may contact me directly.



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### 2011 ELECTION Special thanks for these outgoing candidates for their dedication and service to scali over the years

### Vicki Childs - State Director



Hello, this is for all members and especially to you Vicki.

I think you have been a awesome leader and proud to have served with you. Your dedication and honor have been greatly admired by myself and I am sure many others. You will be very missed as the Director. I hope to continue working with you in the future. Lots of respect and a cherished asset as well as friend.

Thank you, Frank Rimsek SCALI State Director at Large

#### Frank

I agree with your praise of Vicki and with all those who commented before regarding how outstanding Vicki has been as our Executive Director. As a member of the SLED PI Business Advisory Committee I have witnessed first hand just how gifted a leader she is, and how hard she has worked on our behalf. We, SCALI members have been fortunate to have Vicki as our leader, and as our colleague, and friend. I know I am not alone in believing that her leadership will be greatly missed, and her shoes will be indeed hard to fill.

Thank you, Vicki! Steve Abrams

I also offer my appreciation and a big thank you to Vicki Childs for her dedication, support and leadership of this association for the past 6 years.

I recall speaking to Vicki in 2005 and offering support if she decided to run for the position of State Director... My feelings then were the same as they are today..."Vicki's our Girl"...

Taking the helm of a wagon full of Investigators (300 plus)...many as crazy as I am is not an easy task.....

Vicki... You have handled the task well. My honor to consider you a friend and associate of our profession....

"DAMN GOOD JOB GIRL" Your Friend, Guy Johnson

I just want to thank Vicki publicly for the outstanding job she performed as State Director for the past six years. Vicki has always been there for any problems that came up. She has moved SCALI to the forefront of all PI association in the Nation and we are recognized as the best educational association for PI's in the country.

Vicki, through her six years of excellent leadership, kept the finances of this association in the black and never had to tap into the special savings account we have. This shows that the association leadership makeup and constitution serves us well.

I welcome Vicki's future input and comments at future EC meetings as she has the experience it takes to direct this association for years to come. I strongly recommend that any future State Directors look to Vicki for guidance and advise.

Thanks, Vicki, for a job well done. Bob Joseph

### CANDIDATES Special thanks for these outgoing candidates for their dedication and service to scali over the years

### Dave McDougall - Midlands Regional Director



Dear SCALI Members,

Since 1985 I have been privileged to serve as the South Carolina Association of Legal Investigators Midlands Regional Director. The time has come for me to step aside and let another serve in this capacity. Therefore, I will not be seeking another term as Midlands Regional Director. I offer my best wishes, support and assistance to whoever is elected to this position. David B. Mac Dougall David B.

Dave MacDougall.....

I offer my sincere appreciation to you for the guidance and support you have given to this association. Not only from the time I first met you but from the time you and Bob formed SCALI.. You have been a great "Go To Guy" and hopefully you will not roam to far from the SCALI nucleus as your knowledge and dedication cannot be replaced. An honor to consider you a friend and associate...

**Guy Johnson** 

THANKS DAVE FOR ALL YOU HAVE DONE, KNOWN AND UNKNOWN, FOR SCALI, NALI AND ALL OF YOUR HELP WITH SCAPI. YOU ARE ONE OF THE PILLARS OF OUR EXISTENCE. MAN, HAVE WE COME A LONG WAY SINCE I BECAME AQUAINTED WITH THE PI INDUSTRY AND THE EFFORTS TO IMPROVE OUR STANCE FOR THE PROPER RECOGNITION OUR ASSOCIATION DESERVES.

#### Sincerely,

JACK GEREN, PI

### Don Wilson - Coastal Regional Director



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### continued fr. pg. 13



Joe Dorton, Senator DeMint, Dave Mac Dougall and Mike Spane

and expressed the Congressman's willingness to support us. He asked to be made aware of any legislation that is imminent so the Congressman can address it.

Joe Harris with Dave Mac Dougall At Congressman James Clyburn's office

Mike Spane had a positive meeting

with Congressional staffer Margaret Cantrell.

This was our first visit with Ms. Cantrell who expressed her interest in the issue and asked questions.

Although Congressmen Henry It was pointed out in our training session that many staffers move among the Congressional Offices. This was verified by some of the staffers we met.

Whitt Hance, Legislative Counsel to Congressman Bob Inglis, met with us for the second time in two years. We received positive feedback to our presentation.

In Congressman Henry Brown's we



Spane, Mac Dougall, Sen. Graham, and Joe Dorton



Brown, Bob

Barrett will not be returning to

Congress next

year we made

resentations to

their staffers.

Inglis and

Gresham

met with Aaron Smith, Legislative Director. He listened to our concerns and agreed to take them with him.

By holding these annual meetings with South Carolina's Congressional delegation we continue to emphasize our concern for protecting access to an important investigative tool.

I appreciate SCALI's willingness to send us to Washington to keep this issue in the forefront. Likewise I thank Mike Spane and Joe Dorton for their personal sacrifice and time to bring the SCALI message to South Carolina's Congressional delegation.





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My hand goes to to congratulate Mike Spane, Ken Robison and Vicki for their hard work in making this great event a success. The speakers were outstanding in their presentations right on the money for all of the 100+ folks who attended.. The food was good as was the fellowship.

Congratulations for a JOB WELL DONE.

Bob



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Award guidelines and application form you can find on the SCALI website under the Scholarship tab.

Scholarship Committee members who are eagerly standing by to review all applications. Mitchell Barnes - Wayne Freeman - Christopher Hilditch - Andrew Staffileno - Hyatt Whetsell



<b>SCALI AWARD NOMINATION FORM</b> (Nominee must be a SCALI Member in good standing)				
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	he reasons I feel the nominee is deserving of the award is as follows:			
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	(Nominating Member)			

### **Data Security Basics for the Private Investigator**

#### By Jeff Kimble, P.I.

How's this for a bad day at the office: You've worked your heart out for years building your small private investigator agency. The business has grown to include yourself, your partner, a full-time secretary, and a few part-time operatives to help out with the more complicated cases. Nothing fancy yet, but you have big plans. You've survived the first three years actually made a modest profit—and you've managed to keep afloat in the worst economic downturn since the Great Depression.

You arrive at work Monday morning, park your car, and walk to your building with the usual thoughts of cases, clients, bills, etc., floating hazily through your mind. As you step through the front door, you're snapped to frantic alertness by your secretary, who is crying openly about miss-

ing files, a stolen laptop, and what essentially three quarters of those small businesses went bankrupt either directly or indirectly due to the experience. Ouch.

But don't board up the office and start selling your precious bodily fluids to put food on the table just yet. There is hope for the small private investigative agency to secure its parapets, reinforce its ramparts, and generally keep the data-thieving barbarians at bay without sacrificing an arm and a leg in the process. Here are a few pointers to get things on the right track:

#### Figure Out What You Got and Where You Got It.

Make a list of where the sensitive information is, who has access to it, and what's the most important and least important, as in, "If this were stolen, we'd be screwed, but if this got window, via grand theft auto, or by seducing your secretary. Once you've got the facts down on paper, you can begin planning your defense.

#### Create a Solid Company Policy on Data Transport, Storage, and Personal Use.

FACEBOOK! Need I say more? Tighten the lid on all data in and out of the office and do so by making it clear to your employees exactly what you expect of them. You'd be surprised—or you may not if you're a working P.I. what spills out of office doors through social networking and the like. Corral all those loose USB storage devices that you listed on paper that are currently floating around in purses, pockets, and laptop cases. Find out what's on them, who uses them, and what their physical proximity is at any

*"within the last five years alone, over a half a billion sensitive data records, the majority of which included Social Security numbers and credit card information, were breached in this country, and nearly a quarter of those breaches occurred in small businesses"* 

given time. Inventory them, decide how you want your employees to

amounts to a devastating tsunami in the cyber world: a data breach. Your heart sinks, and you face the possibility that your business may now be sunk as well.

It's a disturbing fact that within the last five years alone, over a half a billion sensitive data records, the majority of which included Social Security numbers and credit card information, were breached in this country, and nearly a quarter of those breaches occurred in small businesses. The final kick in the groin is that approximately snatched, no one would care ....."

Prioritize and categorize. What's in the laptops? What's in the main office computers? The exterior hard drives? The USB storage devices? The file cabinets? The boxes of documents that you should have shredded years ago but just stuck in the basement to get them out of the way? Write it all down and organize it in a way that gives you the full picture of your vulnerabilities and strengths in terms of what someone could get and how could they get it, e.g., over the Internet, through a treat them (do they go home at night, get locked in the safe, or what?). Drill hacker defense tactics into your subordinates as if you were General Patton: "If your computer ever appears compromised, yank all the plugs like s\*\*t through a goose!" (I actually heard of a secretary trying to reach her boss on the phone for half an hour in order to tell him that the main computer was acting funny. Meanwhile, the hackers drained every ounce of information via a corrupted Internet connection while she sat there doing her nails.)

#### Upgrade Everyone's Computer Security Software

Upgrade everyone's computer security software to the best you can afford. Increase password complexity and discourage employees from writing them down. Limit or forbid Internet use on certain extra-sensitive computers. Limit or forbid the "take-home" computers and the information on them. Insist that "take-homes" be transported in a locked trunk and that any sensitive information in them is encrypted. Forbid all employees from receiving or transmitting company info over public Wi-Fi hot spots. Shred sensitive printed documents destined for disposal ASAP, and be sure to use a diamond cross-cut shredder. If you really want to do the "Liddy/Magruder Midnight Shuffle" the superlative way, burn them too.

#### Completely Destroy–Not Just "Erase"–All Decommissioned Computer Hard Drives

Never let an employee sell or discard a PC/laptop that was used for agency work even if it was their own personal property-make it part of your preemployment agreement. Give that old computer a taste of Office Space stressrelief in an open field with a baseball bat to make sure sensitive information permanently stored on the hard drive is completely obliterated and can therefore never fall into the wrong hands. If that seems too unprofessional and/or politically incorrect, turn the thing over to a trusted – emphasis on trusted-computer expert to dispose of it humanely.

#### Know Your Employees Like Family

If you can, keep it in the family! Our office is family: My partner is my wife, my secretary is our unofficially adopted daughter whom we raised as our own since she was a teenager, and most of our licensed operatives are blood relatives. Not everyone is so lucky in their business, but I can't tell you how much better you'll sleep if you have complete trust and confidence in your employees. If you don't have the luxury of literally keeping it in the family, perform thorough background checks on all potential hires. Sounds obvious, right, especially for private investigators? But I've known agencies that will hand out associate P.I. licenses to anyone with a Social Security card and a smile.

First get to know your applicants personally. Go out to dinner a few times, make lots of small talk to get information, take them to a ballgame and ask them to bring their family or friendsbirds of a feather, so to speak. Better to dig deeply into their lives and find out who they really are than be forced to dig the proverbial knife out of your back when they sell you up the creek. You're a detective—detect! Don't take on anyone you wouldn't trust with your own children, because ultimately you're putting your own children at risk, i.e., your livelihood and ergo theirs. Don't make the potentially fatal mistake of hiring some yo-yo who appears solid in his or her resume and demeanor, but later turns out to be Robert Hanssen incarnate.

#### Were You Born in a Barn?

This is really basic stuff, but you'd be horrified to learn how many agencies have little or no physical security and yet handle extremely sensitive data on a daily basis. Keep sensitive areas locked, and install deadbolts on all interoffice doors to better secure them from illegal entry. Lock file cabinets whenever possible. Give keys to only your most trusted personnel. Your best overall strategy is to improve your physical security in increments in proportion to your budget. Start by thinking like a burglar. Then, a little bit each week, make your workplace less appealing to the potential data thief by making it harder and harder to break in. No physical security is foolproof, but determination to make a breach as difficult as possible should be a nobrainer. Motion detectors and cameras are great if you can afford them, but a living, breathing, security-minded human presence combined with solid locks and barriers are always your best bet to deter a data breach before it happens, or at least slow the bastards down so police have a better chance of catching them in the act if it's an afterhours B&E.

#### Hire Somebody

Consider outsourcing security or hiring a consultant. It's likely that a qualified security service can provide better security than you can. Plus, it allows you and your staff to concentrate on the business of private investigations rather than locksmithing, alarm systems, and the complicated minutiae of modern data storage. But can you afford it? Can you afford not to? Only you can answer these questions. My advice in all things is to do what you can when you can, and don't sweat the rest. And remember, it's much more expensive for you and your business to repair a data breach after it's occurred than it is to prevent one from ever happening in the first place. Lao Tzu said, "All difficult things have their origin in that which is easy, and great things in that which is small." Apply that thought to your agency's data security, along with the pointers above, and you shall go far, young Grasshopper.

Jeff Kimble is a frequent guest writer for PInow.com, which is a nationwide trusted network of private investigators. He is a licensed private investigator and co-owner of Arizona Legal Document Services LLC in Arizona. Visit www.PInow.com to learn more.

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