



The PICA Investigative Reporter is the official publication for the "Professional Investigators of California (PICA). All content is copywrited to PICA unless written agreemnets in place state otherwise. For info on re-print or to contribute Please contact:

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Why we are here.

By David Herrera

Welcome to the first edition of PICA's Investigative Reporter. For the most part, I have already had the opportunity to either welcome you to PICA individually, by telephone, or by email. As our statewide membership continues to grow, direct contact will be supplemented by further emails and telephonic contact.

Many members have asked for the origins and purpose of PICA. Some have even asked why PICA was created if there was already a statewide association in existence that allegedly represented the unified thoughts, aims and goals of all state licensed Private Investigators. Moreover, some even thought that the creation of PICA would create havoc and weaken the voice of the Private Investigator before the public and legislature. Based on those solid concerns, the origins of PICA unfolded and moved forward to where today, PICA is a viable association and its existence is well known by several high ranking members of the California political scene. PICA remains dedicated to promoting the professional Private Investigator while making every attempt to enhance the private investigative industry at every opportunity.

The creation of PICA was a group effort where in several individuals in November 2001 came together to discuss where was it that existing private investigative associations were directing the private investigative industry, and how exactly was the so called "lead association," leading. It was recognized that the leading private investigative

Fishing for Fraud

An Investigators Checklist by Edmund J. Pankau

The world's second oldest profession, and a ready source of business for many investigators, is that wonderful world of white-collar crime and fraud. Business surveys and police crime statistics teach us that every business, and most individuals, have been a victim of fraud and expect to be victims in the future. Despite the penalties, despite the chance of going to jail, fraud is alive and well, the true growth industry of corporate America. To examine this type of crime, a fraud investigator needs to develop a search pattern that covers the various steps and procedures that can document the fraud and prove up the loss both to his client and to a court of law. As is the case in most investigations, we must start with the information available at hand and then develop clues and evidence as more and more information is discovered. Through the investigative and discovery process, we frequently find that the evidence will narrow down the list of suspects or point to a particular individual through the interviews of witnesses and the paper trail of the crime. Once the crime itself is discovered and its nature is known, we have to determine which individuals have the best and most likely motive and opportunity to commit the act by examining the records, documents and witnesses relative to the crime.

I. EXAMINATION OF IN-HOUSE SOURCES

1. Personnel files: Employee files will usually give dates of hire and identifying information such as date of birth, social security number, telephone numbers, relatives and related parties, as well as the best point of contact (look at the "In case of Emergency, notify" section of their application).
2. Company records, notes and statements: Employment memoranda, write-ups and complaints will provide a record of prior problems and issues within the company, and a history of the work activities of your subjects.
3. Prior audit and investigative files: To paraphrase the Lay's Potato Chip commercial "Nobody does just one." Many times, investigators find that his employer has investigated the perpetrator of a crime for other issues or crimes and the findings are in his or her personnel file.
4. Expense accounts: These documents will frequently provide travel history and information, clues to spending habits and documentation of banking and financial information through the cashing of checks.
5. Financial disclosure statements: Some positions, particularly elected ones, require full financial disclosure of the assets and business relationships of the candidate. Once a search of in-house records is completed, the next step is to peruse the records of the local courthouse to obtain information on the personal and business activities of the individual suspects.

II. PUBLIC RECORD RESOURCES

1. Voter Registration - This record will verify the legal name, date of birth, home address, social

- security number, and often the home unlisted telephone number of an individual, as well as documenting other family members and relatives also registered to vote.
2. Marriage License - This document provides married and maiden name, as well as verification of other identifying information listed above.
3. Uniform Commercial Code - When money is borrowed, a lender files this document to secure his interest in the collateral of the borrower. The lender may also have a loan application and financial statement of the person borrowing money, which may lead to further financial leads.
4. Litigation History - All litigation records, both criminal and civil, are a matter of public record and can be reviewed at the local court record center. These records will disclose prior litigation and crimes and acts that reveal the true nature of the subject, as well as providing a great deal of personal and financial information about their activities.
5. Real Property - These county records document the sales and purchase of properties as well as liens and mortgages and the parties to these transactions.
6. Probate - If you are looking for information about a will, trust or inheritance, this is the place.
7. Professional associations and licensing boards - These agencies license, regulate and offer professional certification and a forum for complaints and grievances on members of their profession, sport or industry. Once the proper identifying information is gathered about the individual in their home jurisdiction, the records available on computer can expand your search nationwide by providing information about the personal and business activities recorded in the following sources:

III. COMPUTER ACCESSING SOURCES

1. Internet Activities- Today, many people can be found on the worldwide web, which leads to real and code names, addresses and Internet provider. New software will monitor these activities and document specific Internet use (Disk Tracy).
2. Corporate and business identity information - The Secretary of State office, in each state capital files and records the records of statewide incorporation.
3. National property/tax records. To trace assets, transfers and trusts, this is your best resource.
4. Newspaper and periodicals - Anything published today can be found on computer and researched by name, subject or source. Once we have obtained all of the internal records and publicly accessible information, it's then time to reach out for those records that can be obtained by a subpoena or interrogatory.

IV. OUTSIDE RECORDS - SUBPOENA

1. Telephone records. Obtain these records on the individual's residence, business, cellular phone and hotels. These records are most revealing as to the people and places as to where the subject conducts his business. (Cell phone records are particularly revealing because they record local and long distance calls, both incoming and outgoing).
2. Bank statements. These records document money coming in, going out and being transferred to and from the subject's account, wherever they may be.
3. Travel records. Travel agencies, airlines, and U.S. Customs



Editor's note: This article first appeared in the International Police & Detective Directory 1928 Issue. It appeared in the head of the section listing all member of the World Association of Detectives which was founded in 1925. This article is the courtesy of Ben Harroll founder of the P.I. Museum. Mr. Harroll's contact information follows this article.

Just Associations

By Lloyd Hillock

Was Robert Louis Stevenson right when he said there

no duty we so underrate as the duty of being happy? I remember reading of an incident in the life of Carnegie. One of the solemn stockholders wrote to Carnegie as follows: "Your Mr. Schwab does not have a proper sense of the dignity of his position. When he meets with his directors, their laughter can be heard all over the office. This is not a good example." Carnegie then mailed the letter to Schwab and sent with it a framed picture of a Monk holding his fat sides and laughing until the tears ran down his face. Hang this in the director's room," he directed, "and have every director take a good look before each meeting. Let it be a constant reminder that

good business is never done except in a happy frame of mind."

It has been said that the quality of humor increases as you proceed upward through the ranks of men. Little business is done through solemn boredom; Most big enterprises are carried forward in the spirit of a great game. Coleridge made a significant remark along this line when he defined genius as a carrying of the feelings of youth into the powers of manhood.

Let's be careful to retain our sense of humor and to all carry a load of youthful feelings—get a smile from the long-jowled human near you; if he hasn't the smile to give, put him out to pasture

keep excellent records of domestic and foreign travel history to point toward new places to investigate. Another source for this information is the passport of your subject. (Make them bring it to their interview). 4. Credit cards, hotels, car rental agencies and other sources require a credit card to conduct business. Almost everyone has one and everyone uses them, making them an excellent source of financial and travel information. Last, but not least, once all of the available records are accumulated, the final step in an investigation is usually to interview people with knowledge of the facts and circumstances of the case. Why do them last? Because the more information you have before you interview a party, the more likely the investigator is to know what questions to ask them and what knowledge they have. Besides, by the time you get to this point, you should have a pretty good idea who the target of investigation is most likely to be, and who may have worked with them. **V. INTERVIEW**

KNOWLEDGEABLE PARTIES 1. Current and former employees and associates. 2. Former spouse and family members. 3. The haters (look in the litigation records and find people who have sued or been sued by your party; they know where the real dirt is). Before you accuse, charge or arrest someone for a crime you believe they committed, be sure that you have exhausted all avenues to investigate the crime. Far too many times, I have seen a client rush into an accusation without having the facts, which would have clearly shown the real problem and avoided a great deal of problems, both for themselves and the accused.

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association had been in existence for almost four decades, and after all that time, that association, while well intentioned, represented only about 15% of the almost 10,000 licensed Private Investigators in California. While recognized as a formidable venture, it did not meet the association standards of the Private Investigators who had come together to analyze the needs and goals of Private Investigators working into the 21st century. They all agreed something needed to be done to create an association that was truly representative of the Private Investigator who worked at his or her business on a daily basis trying to please the public and stay within the bounds of government controls.

In brief, the original twelve Founding Directors of PICA collectively placed their thoughts on paper and came up with a PICA operations philosophy which we believed and continue to believe will be the guiding force for not only becoming the new lead association for California Private Investigators, but also becoming the newest and fastest growing Private Investigative association in California. In May 2002, PICA was created and opened its Association doors for business and solicited Charter Members.

In brief, the original Founders stated that:

- PICA is a Statewide Private Investigative Association to be managed by California licensed Private Investigators.
- PICA was committed to not spending dues money collected from members foolishly or making creating unnecessary bureaucracy. We recognized that the average Private Investigator in California earned about \$50,000 to \$60,000 per year and that hiring a non-Private Investigator as the PICA Managing Director at about \$100,000 per year and to be paid for with members' dues money, would be an insult to the membership and overall, just plain foolish. We believed that as volunteer Board of Directors serving our constituency, we could do the work and also solicit other PICA members to assist us. In return, we could save up to \$100,000 annually of PICA member's money for not hiring an Executive or Managing Director.

- PICA's financial records and operational books are always open to any PICA member.

- PICA believes that as Private Investigators, we are an integral pillar of the legal profession and that working hand-in-hand with the legal profession, we can make for a better and stronger industry.

- PICA believes in working in unison and enthusiastically to promote our industry before the public and before the legislature and governmental bodies of this State. To date, PICA has had several important one-on-one meetings with the BSIS Chief and his staff to discuss issues of concern to our industry. The BSIS Chief even took time from his busy Sacramento schedule and attended the PICA General Meeting in September 2002 in Los Angeles where he was our principal speaker.

- PICA believes in continuing voluntary self education and training as it is the life blood of a professional Private Investigator. PICA or its membership has yet to speak regarding mandatory continuing education. On a personal level, I favor the Private Investigator seeking and obtaining as much education about his or her discipline but do not favor mandatory continuing education as one association once unsuccessfully attempted to place not only on its association without consensus, but also attempted to institute those same wishes unsuccessfully on the entire industry.

- PICA recognizes that government control, oversight and intervention are good as long as it does not negatively impact on the norms of society and the investigative industry. The Private Investigator should be free to pursue his aims and goals with the least of amount of governmental interference as long as his methods and procedures of acting are ethical and legal.

- PICA acknowledged that asking \$99.00 from an individual to become a member of PICA constitutes an implied agreement that PICA should do all that is possible to represent the individual and collectively, the industry, to become better and stronger. For some Private Investigator earning \$15.00 - \$20.00 per hour, and then giving \$99.00 to an Association can be a major decision. That same decision only compounded itself when that same Private Investigator's membership dues were raised and he/she were asked to give \$175.00 for an annual membership dues increase, and then

prohibited from voting or having a say on how his or her Association functions and operates.

- PICA believes that the Investigator trainees of today are the Private Investigators of tomorrow. As a result, PICA welcomes all Private Investigator trainees into PICA as Associate members, and welcomes those who support our industry.

- PICA believes that if you choose to become a member of our Association, you are entitled to one vote and that every effort will be made to obtain your vote. Because of that, PICA established "voting by mail," for all major issues. To take a members' money and prohibit that member from being heard unless he or she attended the Association's Annual Business Meeting in person, was and remains just ludicrous. Why should a member in good standing have to take time off from his/her work and then be required to drive to the hot desert of Southern California or even out of state such as to Reno, Nevada, to voice an opinion or cast a vote? If PICA can take your membership money by mail, it certainly can take your vote by mail!

- PICA has a Listserv that is free from censorship as long as the writer is conscientious that he/she has a responsibility to him or herself as well as to the membership to be responsible. All thoughts and expressions of goodwill and yes, even criticism of the Board of Directors, are welcome. To date, all PICA members have been encouraged to submit their bios, advertise their business without limit of times advertised. After almost one year in operation, no PICA member has been suspended for expressing an opinion.

- PICA thrives on democracy. Unless there is a consensus, PICA has not supported any major issues. No member has been asked to pay \$35.00-\$50.00 blindly into some political action committee where the results, if any, benefit only a few like those that directed the money flow. As PICA members, you are entitled to know where and how your dues money is spent.

- PICA worked hard to formulate its Bylaws and Code of Ethics. Both items can be seen on PICA's website at: <http://pica-association.org>. Several revisions were made to the original version until it was determined that the present Bylaws were the ones to be introduced to the PICA membership for their ratification at the first Annual Business Meeting, tentatively scheduled to be held in Sacramento in February-March 2003. The

Bylaws also have a provision which allow members to submit revisions easily.

- PICA's Board of Directors and District Director positions come with term limits as set forth in the PICA Bylaws. It will be impossible for any Board of Director or District Director to remain as an officer for more than two years straight without taking a break in volunteer service. Why? PICA believes that new blood and leadership at the top is always needed. New blood comes from the rank and file. It comes from individuals as you who work daily in our industry and are familiar with what works and what doesn't. It comes from rank and file who are professional Private Investigators as opposed to "professional association bureaucrats" who fail to communicate with those they supposedly represent within the association and prefer to become "lifetime board members."

To give added meaning and emphasis to this last point regarding term limits placed on Board of Directors and District Directors, as well as the need to solicit our entire PICA membership to seriously consider new candidates to carry our Association forward, I have decided to step down and not to seek any other office within PICA at the conclusion of my term following the upcoming PICA statewide elections. This announcement is made so that any of you who believe and have aspirations that you or someone you know can take PICA to the next level, should either volunteer to be nominated or nominate yourself for the PICA Presidency or any other Board or Officer position. No PICA Board or Officer positions are predetermined or contracted. Each and every PICA member has an opportunity to become a volunteer Board of Director or District Director. I challenge you to make yourselves available for one of the major offices presently open. In the past, you have seen my writings or heard me say that if you are one who always follows, the view never changes. Now is your time to take a leadership position in your Association.

In closing, I have attempted to give you insight on why PICA was created and why it continues to be successful and free of any major dissension from its members. I thank the past and present Board of Directors for their time, efforts, money, and ideas in making PICA the best Private Investigator's

Code of Ethics

As a member of the Professional Investigators of California, (PICA) I pledge as follows:

To conduct myself in my profession with honesty, sincerity, integrity, fidelity, morality, and good conscience in all my dealings with clients and with the PICA association of which I am a member.

To provide only those services which I am competent to perform.

To respect and protect confidential and privileged client information except in those instances contrary to state or federal law.

To concentrate and perform my duties and obligations as a Professional Investigator in accordance with all applicable state and federal laws and regulations.

To strictly observe the precepts of truth, accuracy and prudence.

To promote legislative initiatives designed to raise professional standards.

To promote educational programs designed to enhance opportunity and skill for professional development and advancement of the Investigative profession.

To prepare and present my investigative reports based upon truth and fact.

To never directly or indirectly injure the professional reputation or prospects of another Professional Investigator.

We will strive to strengthen the PICA association by recommending recruitment of those Professional Investigators who are qualified and whose business operations are conducted in an honest and legitimate manner.

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and go about your business being happy, and in the true association spirit, see that all about you are happy, not only those in the membership, but those of your community. You'll be doing something well worthwhile and at the same time be having the time of your life.

Did it ever occur to you that this association of ours is a bit of your youth, a bit of your youth that is so hard to keep, and so well worth fighting for? Association, once given up, just as youth once given up, will be almost impossible to get back. If you doubt this, study the men you know back home and I care not whether they are Kings of finance or what position in the world they hold, you will not be envious of those who have lost the spark, who have not retained a touch of their youth. Yours is the opportunity to insure your youth in age—you have association and just association is all you need.

I want association for all time—you want association for all time—we want as members those who appreciate what it means and who want it now and for all time—men who, when things go wrong, can be depended upon to stand side by side, in shouldering the responsibility, in carrying the load, not asking how heavy it may be.

You members of association are building a temple—a memorial temple to friendship and cooperation; It cannot be built in a day; your sons may not finish the task; our time on earth is the veriest fraction, but while we may not finish the work, let's build on, build on, using granite blocks those men of friendship and understanding.

“When we build,
let us think we build forever.

Let it not be for present delight
nor present alone.
Let it be such work as our descendents will thank us for, and let us think as we lay our stone, that a time will come when those stones will be held sacred because our hands have touched them, and that men will say as they look upon the labor and wrought substance of them, ‘SEE’ This our fathers did for us.”

Lloyd Hillock
Executive,
The Turner-Hillock Detective Agency
Chicago, Illinois



Ask The Bureau

Questions and Answers for BSIS

I'm curious how the state budget problem will affect BSIS

PETER H. RAST
Blairsdan, CA
CA PI 15508
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top of that, after sending the renewal fee and not receiving the license I get a notice about the change and had to send another \$175.00 to make the changes.

I believe the license number should stay with the original Qualified manager for life as long as the fees are paid and the license has not been revoked.

When I list my signature (See below) I indicate my new license and original License.
Sincerely

Robert J. Hruby
Portola, CA 96122
PI 23331 (7619)
PPO 7474

My original License was A-7619-A, year issued 1978. During the years since I had taken on partners. Each time I made a change to my license, there was a fee (understandable) and My license number changed, this I never understood. the license changes only added a person or removed a person. I have always remained the qualified Manager/Owner. The license number apparently goes in to limbo but I feel should stay with the manager. It just one of those little irritations, but should be addressed. There was another change just recently. I had notified the bureau of this change in writing 10 years ago, but apparently they just found the change (deactivate a partner who moved out of state) when I renewed my license in July. On

This is more Security related but many PIs work with Security firms and it would be nice to know the answers to these questions. Has BSIS superceded the B&P Code when it comes to Security Uniform Guide lines? I have seen Security company's allow Supervisors to wear plain clothes with a badge clipped to the belt and an exposed weapon. Is this legal? Additionally I have seen School Security officers in polo shirts with just "Security" printed on the back. No Shoulder patches or badge as the B& P Code prescribes.

Thank You

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Association in California today. I also want to thank the nearly 200 PICA Charter Members who also believed in the PICA spirit to the point that they gave \$99.00 in membership dues towards the betterment of PICA. PICA was an idea that only became a reality when all of you decided to join and become part of an innovative idea that will assist our industry for years to come. Again, thanks to all for your support!

I wish you God Speed in 2003.

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