



## *Tennessee Professional Investigators Association*

*P.O. Box 225, Knoxville, Tennessee 37901*

*Newsletter - April \* May \* June 2013*

### *Meet Your TPIA 2013 Officers*



#### **JACK H. LAKIN, CMI, LPI**

*President*

Co-owner and supervising investigator of Private Consultants and Investigation. Licensed Private Investigator (LPI) by the State of Tennessee with approximately 24 years of investigative experience. Investigative services provided in areas such as homicide, precise evidence evaluation, insurance fraud, surveillance, theft, witness location, witness interview and background research.

Current member of Tennessee Infragard as an observer for the Department of Homeland Security (DHS) and the Federal Bureau of Investigation (FBI). Current Chairman for the Tennessee Professional Investigators Association (TPIA). Former Chairman of the Tennessee Association of Investigators, Knoxville Chapter (TAI).

Trained by the United States Department of Justice Drug Enforcement Administration (DEA) in Narcotics and Dangerous Drugs faced by Law Enforcement Officers with emphasis on Drug Trafficking, Investigation and Surveillance Techniques.

Certified by the Courts in Tennessee as a Capital Murder Investigator (CMI).

Attended Walter State Community College seeking an Associate Degree in Criminal Justice. Concentrating in Law Enforcement with emphasis on Criminal Investigation.

Graduated in 1987 from the Knoxville Police Department Training Academy with a diploma as a Police Officer. Concentrating in all areas of Law Enforcement with Emphasis on Tennessee Code Annotated (TCA), Physical Defense and Crisis Situation Procedures. Worked as a police patrolman. Accomplishments include many homicide investigations with arrest and convictions. Nominated for Police Officer of the Year in 1988. Received commission from Governor Ned McWherter for Law Enforcement Officer in the State of Tennessee 1987. Instruction for Knoxville Police Department Reserves in the areas of Criminal Investigation and Defensive Tactics.

Certified in completing courses in Police Photography given by the Federal Bureau of Investigation, Semi-automatic weapons training, Basic Crime Prevention given by the National Crime Prevention Institution, "At



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Scene Traffic Accident Investigation" given by the Institute of Police Technology and Management, Hazardous Materials and Incident Management given by the Tennessee Emergency Management Agency (TEMA).  
Lecturer for Risk Management Personnel and Insurance Representatives teaching seminars on the signs, prevention and investigation of insurance fraud.



### *TPIA 2013 Officers*

<i>Chairman:</i> Jack Lakin - <a href="mailto:tnpci@aol.com">tnpci@aol.com</a>	(865) 688-4000
<i>Vice Chairman:</i> Dan Sherrod, CFE – <a href="mailto:dsherrod@dseassoc.com">dsherrod@dseassoc.com</a>	(865) 254-1663
<i>Secretary:</i> Elizabeth L. Sherrod, CFE – <a href="mailto:elsherrod@dseassoc.com">elsherrod@dseassoc.com</a>	(865) 680-2682
<i>Treasurer:</i> Adonia Phillips - <a href="mailto:proactiveinvestigativeseaches@gmail.com">proactiveinvestigativeseaches@gmail.com</a>	(865) 428-3837

### *TPIA 2013 Board Members*

Leslea Williams - [l.williams@pi-tn.com](mailto:l.williams@pi-tn.com)  
William Clifton - [wlc@esipi.net](mailto:wlc@esipi.net)  
Garrye Marlitt - [marlittpi@pvti.net](mailto:marlittpi@pvti.net)  
Robert "Eddie" McCarter - [robertemccarter@aol.com](mailto:robertemccarter@aol.com)  
John Sturgeon - [jhnsturge@yahoo.com](mailto:jhnsturge@yahoo.com)

### *TPIA 2013 Membership Meeting Schedule*

*Courtyard Restaurant  
3749 Alcoa Hwy.  
Alcoa TN 37701  
6:00 PM*

**May 14, 2013**

**July 09, 2013**

**September 10, 2013**

**November 12, 2013**





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### *Private Investigation & Polygraph Commission Officers Elected on February 15, 2013:*

TPIA Member *Minnie Ann Lane*, Owner/Operator of Confidential Investigations Associated of Knoxville, was recently re-appointed by Governor Haslam to serve on the Tennessee Private Investigation and Polygraph Commission through September 30, 2016. The Commission re-elected her as Commission Chair on February 15, 2013. The Commission also re-elected Kendall Shull as Vice Chairman on February 15, 2013. Other members of the Commission include:

<i>Larry T. Flair, Sr.</i>	<i>(Term expires 09/30/16)</i>
<i>Janice D. Holt</i>	<i>(Term expires 09/30/13)</i>
<i>David W Horton</i>	<i>(Term expires 09/30/16)</i>
<i>Audrey J. Moore</i>	<i>(Term expires 09/30/11)</i>
<i>Dr. Paul A Ritch</i>	<i>(Term expires 09/30/11)</i>
<i>Alan G. Rousseau</i>	<i>(Term expires 09/30/14)</i>
<i>Walt Valentine</i>	<i>(Term expires 09/30/16)</i>

There are currently two vacancies on the Commission. Dr. Ritch and Audrey Moore have both applied to be reappointed but to date, the Governor has not filled the vacancies. These are the correct dates as Tennessee code states members may continue to serve until reappointed or someone new is appointed.

### *Tennessee Private Investigation and Polygraph Commission Address and Meeting Information*

500 James Robertson Pkwy  
Nashville, TN 37243-1167

Phone: 615-741-4827 ~ Toll Free: 1-888-251-3997 ~ Fax: 615-532-2965

<i>06/14/2013</i>	9:30 AM	Davy Crockett Tower Conference Room <b>I-A</b>	Commission Meeting
<i>08/16/2013</i>	9:30 AM	Davy Crockett Tower Conference Room <b>I-A</b>	Commission Meeting
<i>10/18/2013</i>	9:30 AM	Davy Crockett Tower Conference Room <b>I-B</b>	Commission Meeting
<i>12/13/2013</i>	9:30 AM	Davy Crockett Tower Conference Room <b>I-A</b>	Commission Meeting

***TPIA Members who attend any Commission meeting through its entirety will be credited three hours of the required continuing education.***



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### *Legal Language, Tidbits and Notes*

During our careers some of us may have testified many times while others have testified only a handful of time and still some have never set in the “hot seat.” During my 22 plus years as a federal agent I had the opportunity to testify in a variety of settings and to work with several excellent Federal Prosecutors. Each one would offer helpful hints as to how to be a better witness and to be prepared. I thought I would share those with you in hopes that they will be as helpful to you as they have to me.

#### *DO's:*

1. Prepare for testifying by carefully reviewing records, reports, spreadsheets, etc.
2. Meet with the attorney beforehand - ask what documents you are expected to bring. Properly organize the documents you bring to the meeting with the attorney.
3. The courtroom atmosphere is formal. Wear appropriate business attire.
4. If you have not been in the courtroom before, ask the attorney if you can see it in advance and become familiar with any equipment you may need to use.
5. Relax on the witness stand – your role is simply to explain what you did, what conclusions you reached as a result of what you did, and why.
6. When asked to describe your educational background, experience, and current duties, explain them in sufficient detail so the court will understand why you are a qualified witness.
7. Listen carefully to each question and answer only the question asked. Give a factual, straightforward response to each question.
8. Think before you answer. Bear in mind, however, that if you hesitate unduly in answering every question, the judge or jury may question your credibility. Explain your answer if necessary. Give the answer in your own words, and if a question cannot be truthfully answered with a "yes" or "no," you have the right to explain the answer.
9. Truthfully answer each question to the best of your recollection. If you can't remember, say so.
10. Speak up so the jury can hear you. Project your voice and do not nod our head in answer to a question. Look at the jury when speaking.





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11. You cannot answer a question accurately if you do not understand it. If you do not understand a question, ask the attorney to repeat it. If you still don't understand, say so.
12. Let the attorney asking the question complete the question before you begin to answer.
13. Use exhibits to demonstrate your answer when appropriate.
14. When explaining exhibits, identify the portion to which you are referring (i.e. upper right-hand corner or center).
15. Listen for objections: if either attorney makes an objection, wait until the court rules on the objection before answering (if the objection is entered while you are speaking, stop at once).
16. Stay cool and calm under cross-examination - losing your temper will hurt your credibility and affect your ability to think clearly.
17. Maintain a professional demeanor at all times in and around the courthouse.

*If you have suggestions/articles for this section, please email me at [elsherrod@dseassoc.com](mailto:elsherrod@dseassoc.com).*



### *MEMBERS*

This year we have made changes to our contact information for TPIA. If you wish to contact TPIA you may do so by:

*Email:* [contact@tpia.com](mailto:contact@tpia.com)

*Mail:* TPIA  
P.O. Box 225  
Knoxville, TN 37901

We also encourage you to review your information on the TPIA website directory ([www.tpia.com](http://www.tpia.com)). If you have any changes/corrections, you can use the website application form and email it to us. Additionally, you can also use the last page of the newsletter (application page). The application page can also be used for new members and/or renewal applications. Just print it out, complete it, and mail it back to us. Be sure to include your member name and PI license number on your checks.



