

# Working with Your Investigator

**What to Expect**

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# Where do I get an investigator?

Ask colleagues in your area

List Serves (Defendernet and WACDL)

Professional Organizations:

<https://pawli.com>

Call ACD if having troubles finding an investigator

What are investigators capable of doing for me?



# Obtain Records

- Open records requests (ORR)
- Court documents
- DOT records - driver records and vehicle info
- Criminal histories, DOC records (prison or P&P records (chronos))
- CAD (computer aided dispatch) logs from police
- Jail calls and chat records

# Obtain Records Continued...

- (Mental) Health records
- Social media
- Cell phone records
- SSA records
- Bank statements
- School records

# Review Evidence and Discovery

- Discovery review
  - reports
  - audio/video evidence
    - transcribe audio to be used in court
- Review physical evidence
- Visit the scene
  - Take and print photos, create video, take measurements
- Find experts

# Organizing Information - Timelines

## Timeline of Kierstin from police reports (dob 2-15-00)

### 4-23-03

03-3221 (03CF188-Winnebago) Mark Meyer and Theresa Cobb babysat Kiersten, reported possible child abuse, ref to OCDHS Chips 02-02-02 four kids on TPC, HA blames Bill Faucher (father of one of her kids), HA admits to lying, referred for Obstructing (NPD)

### 10-20-08

08-26213 - reported 10/20/08 (around time that Kiersten alleges Keith assaulted her), battery to a child by Alan's ex-wife/kid's step-mom, Michelle Fisher. Forced to ingest hot sauce as means of punishment (OCSO)

### 2-5-10

10-1374 - Harriet and kids being disorderly at YMCA, police f/u at Harriet's home find multiple adults and kids living there, Harriet's husband, Daniel Hole is registered sex offender (NPD)

### 5-20-10

10-6186 - Kiersten being 'bullied' at the skatepark (NPD)

### 9-10-11

11-2896 - details Kiersten being slapped across the face by an older female (MPD)

### 12-15-11

11-511 - Scott Nabbefeld passed out in apartment complex hallway (Ch 51), HA in bedroom asleep, Kiersten interviewed (WCSCO)

### 12-30-11

12-0057 (12CF167) - police report re: Harriet's failure to protect, Harriet has Kiersten's older cousin hold her down and rub his genitals on her face (MPD)

### 4-7-13

13-0995 - (13CF313- Winnebago) 2nd degree SA of Kiersten by Harriet's bf, Scott Nabbefeld, while Harriet was in jail. CCAP shows he was convicted and sentenced to 6mos jail, 7yrs probation \*\*per Scott in the reports he apologized to Kiersten for what he did and then she told him about being molested in Mackville (p.10) (MPD)

### 10-4-14

14-102775 - Kiersten - 1st time as runaway (MPD)

### 4-19-15

15-1116 - Kiersten having sex with her bf (MPD)

# Organizing Information - Spreadsheets

Date	Description	From	To	Amount	Balance	Doc	Info	Cash	Check	ACH	Fee	Notes
					\$234.95							
9/3/2014	Overdraft xfer	1467		\$4.00							\$4.00	
9/3/2014	1467		Troop 142; D.Scholler Acct	-\$208.00		XX						
<b>2015</b>					\$13.67							
1/31/2015	min bal fee			-\$5.00							\$5.00	
					-\$5.00							
					\$8.67							
2/16/2015	deposit			\$2,400.00			copy of client's deposit slip from 2/14/15 for \$3400 and cashier's check to Pack 3142	-\$2,400.00				
2/17/2015	1431			-\$454.20								
2/18/2015	deposit			\$294.35			bank statement					deposit slip signed by Mandy
2/18/2015	cash			-\$325.00			bank statement	\$325.00				w/d slip signed by Mandy
					-\$863.01							
					\$1,055.81							
4/2/2015	cash			-\$100.00				\$100.00				
7/31/2015	min bal fee			-\$5.00							\$5.00	
11/7/2015	CK 5025	Mandy Groskreutz	Pack 3142	\$450.00			copy of check	-\$450.00				
							<b>Subtotals</b>	<b>\$1,968.00</b>	<b>\$380.00</b>	<b>\$650.05</b>	<b>\$114.00</b>	
										<b>Grand Total</b>	<b>\$3,112.05</b>	
							MINUS MISSING STATEMENTS	\$335.00			<b>OWED \$2,777.05</b>	

# Reminder: Dealing with Unrepresented Persons

SCR 20:4.3 Dealing with Unrepresented Person

In dealing with a person not represented by counsel, “a lawyer shall inform such person of the lawyer’s role in the matter”

# Interviewing Witnesses

Interviews - alleged victim, witness and client

Why it's important to have an investigator help:

SCR: 20:3.7 Lawyer as Witness

“A lawyer shall not act as advocate at a trial in which the lawyer is likely to be a necessary witness”

# Reminder: Communication with Person Represented by Counsel

SCR 20:4.2

“In representing a client, a lawyer shall not communicate about the subject of the representation with a person the lawyer knows to be represented by another lawyer in the matter, unless the lawyer has the consent of the other lawyer or is authorized to do so by law or a court order”

# Serve Subpoenas

PRIVATE BAR: Sheriff's Department is required to serve subpoenas free of charge -- attach the OAC

Spd Staff Lawyers: Staff investigators serve subpoenas

- follow up with subpoenaed witnesses
- Sheriff's Dept. also serves subpoenas for us with OAC

# Court Room Assistance

- Assist at counsel table during motion hearings, trial, restitution hearings, revocation hearings
- Testify as needed

# Private Bar attorneys: ACD Info on working with experts

Resources available on [WISPD.org](http://WISPD.org)>Assigned Counsel Division>Case expenses

- Case expenses page includes billing guidelines and instructions for requesting investigators
- Also includes instructions for ordering medical records and soon to come an instruction for ordering DOC records
- extremely helpful for attorneys that are travelling to many counties
- can help by doing some of the “running” for you.

# What Your Investigator Shouldn't Do

- Force someone to speak with us
- Give legal advice
- Anything unethical
- Anything that could put us in danger or subject us to criminal charges

# What to include on your request

- General info - client, address/jail, case number
- Due date
  - Time sensitive issues - surveillance, text messages
  - Last minute requests
    - Number of investigators in your office

# What to include on your request

- Charges
- Case Synopsis
- Theory of defense - key to driving the investigation
  - Help us understand what we should ask and look for
  - Reasonable doubt, recanting, previous false allegations, etc.

# What to include on your request

- What do you need done?
- Provide any witness info you have (that's not included in police reports)
- Any specific records needed? Specific questions to ask OR avoid?
- Do you prefer a specific investigator for your case type?
  - male vs female, younger vs older, etc.

# Investigation Request Form

- Previous template was inefficient for attorneys
- Cell phone accessible
- AV/Witness may be at court, while it's fresh in your mind you can submit the request

Let's take a look

[Investigation Request Submission Form](#)

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So, what does a good investigation request look like?



Investigation Request

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# You've Submitted Your Request, Now What?

- Communication is crucial!
- Are there any details to discuss prior to beginning?
  - Difficult client, mental health issues
- Brainstorm ideas together

# After the Witness Interview

- Let's discuss what you would like done
  - Do you want a written report or affidavit? Is email sufficient? Nothing at all?
  - How did the witness behave? What were our impressions of them? Will they be helpful in court? Are they hostile? Did we learn any new info that we can follow up on?
- We operate as an extension of you
  - Investigators should always touch base with you before following up on anything new, except in certain situations

# Is Supplemental Investigation Needed?

- Monitor social media?
- More witnesses to interview?
- Other reports or records to gather?

Keep us Updated as the Case Progresses



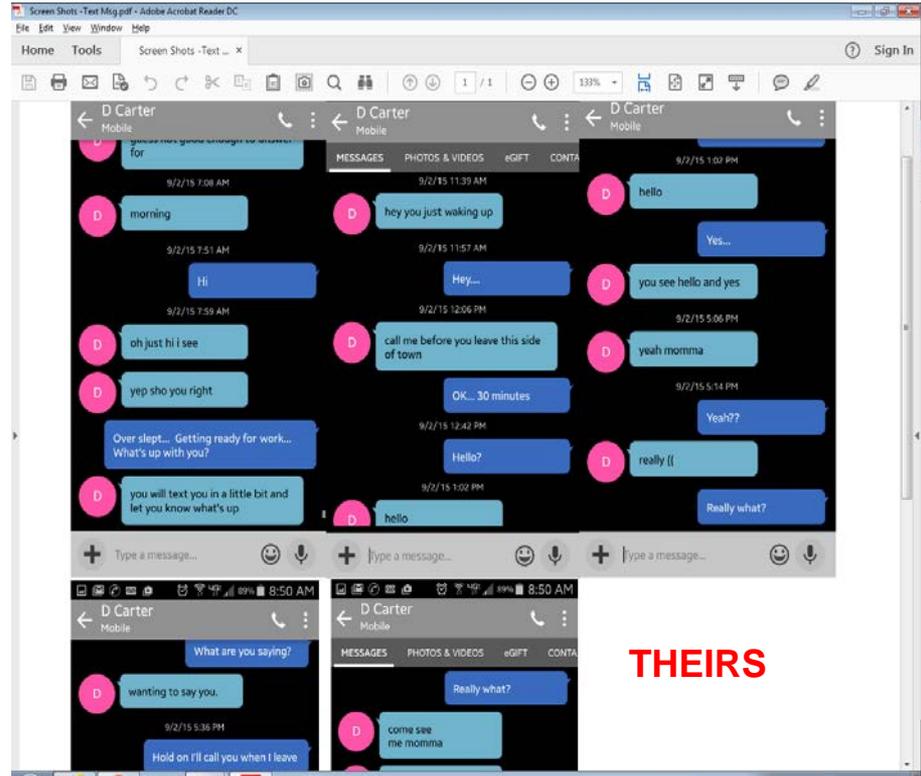
# We obtained records and compared...

Calls/Texts 8/15/15 - 10/7/15

File Edit View Insert Format Data Tools Add-ons Help Last edit was on June 14, 2016

**OURS**

CALLING_NBR	A	B	C	D	E	F	G	H	I
1	CALLING_NBR	CALLED_NBR	DIALED_NBR	MOBILE_ROLE	START_DATE	END_DATE	DURATION	Call Type	NEID
713	(920) 450-9756	(920) 224-3517		Outbound	9/2/2015 7:08:04	9/2/2015 7:08:04	0	Text Detail	193
714	(920) 224-3517	(920) 450-9756		Inbound	9/2/2015 7:51:58	9/2/2015 7:51:58	0	Text Detail	228
715	(920) 450-9756	(920) 224-3517		Outbound	9/2/2015 7:59:35	9/2/2015 7:59:35	0	Text Detail	194
716	(920) 224-3517	(920) 450-9756		Inbound	9/2/2015 7:59:58	9/2/2015 7:59:58	0	Text Detail	228
717	(920) 450-9756	(920) 224-3517		Outbound	9/2/2015 8:02:11	9/2/2015 8:02:11	0	Text Detail	193
718	(920) 224-3517	(920) 450-9756		Inbound	9/2/2015 8:02:43	9/2/2015 8:02:43	0	Text Detail	228
719	(920) 450-9756	(920) 224-3517		Outbound	9/2/2015 8:03:49	9/2/2015 8:03:49	0	Text Detail	192
720	(920) 224-3517	(920) 450-9756		Inbound	9/2/2015 8:07:19	9/2/2015 8:07:19	0	Text Detail	228
721	(920) 450-9756	(920) 224-3517		Outbound	9/2/2015 8:07:53	9/2/2015 8:07:53	0	Text Detail	192
722	(920) 224-3517	(920) 450-9756		Inbound	9/2/2015 8:12:05	9/2/2015 8:12:05	0	Text Detail	228
723	(920) 450-9756	(920) 224-3517		Outbound	9/2/2015 8:13:02	9/2/2015 8:13:02	0	Text Detail	194
724	(920) 450-9756	(920) 224-3517		Outbound	9/2/2015 8:16:16	9/2/2015 8:16:16	0	Text Detail	191
725	(920) 224-3517	(920) 450-9756		Inbound	9/2/2015 8:17:14	9/2/2015 8:17:14	0	Text Detail	228
726	(920) 450-9756	(920) 224-3517		Outbound	9/2/2015 11:39:19	9/2/2015 11:39:19	0	Text Detail	191
727	(920) 224-3517	(920) 450-9756		Inbound	9/2/2015 11:57:12	9/2/2015 11:57:12	0	Text Detail	228
728	(920) 450-9756	(920) 224-3517		Outbound	9/2/2015 12:06:12	9/2/2015 12:06:12	0	Text Detail	191
729	(920) 224-3517	(920) 450-9756		Inbound	9/2/2015 12:08:06	9/2/2015 12:08:06	0	Text Detail	228
730	(920) 224-3517	(920) 450-9756		Inbound	9/2/2015 12:42:44	9/2/2015 12:42:44	0	Text Detail	228
731	(920) 450-9756	(920) 224-3517		Outbound	9/2/2015 13:02:44	9/2/2015 13:02:44	0	Text Detail	191
732	(920) 224-3517	(920) 450-9756		Inbound	9/2/2015 13:03:05	9/2/2015 13:03:05	0	Text Detail	228
733	(920) 450-9756	(920) 224-3517		Outbound	9/2/2015 13:04:11	9/2/2015 13:04:11	0	Text Detail	193
734	(920) 224-3517	(920) 450-9756		Inbound	9/2/2015 15:38:13	9/2/2015 15:38:13	0	Text Detail	228
735	(920) 450-9756	(920) 224-3517		Outbound	9/2/2015 15:39:12	9/2/2015 15:39:12	0	Text Detail	191
736	(920) 224-3517	(920) 450-9756		Inbound	9/2/2015 15:39:49	9/2/2015 15:39:49	0	Text Detail	228



	A	B	C	D	E	F	G	H	I	J	K	L	M	N
1	(920) 450-9756	(920) 224-3517		Outbound	9/2/2015 7:08:04	9/2/2015 7:08:04	0	Text Detail	193	morning				
2	(920) 224-3517	(920) 450-9756		Inbound	9/2/2015 7:51:58	9/2/2015 7:51:58	0	Text Detail	228	hi				
3	(920) 450-9756	(920) 224-3517		Outbound	9/2/2015 7:59:35	9/2/2015 7:59:35	0	Text Detail	194	oh just hi i see				
4	(920) 224-3517	(920) 450-9756		Inbound	9/2/2015 7:59:58	9/2/2015 7:59:58	0	Text Detail	228	????????????				
5	(920) 450-9756	(920) 224-3517		Outbound	9/2/2015 8:02:11	9/2/2015 8:02:11	0	Text Detail	193	yep sho you right				
6	(920) 224-3517	(920) 450-9756		Inbound	9/2/2015 8:02:43	9/2/2015 8:02:43	0	Text Detail	228	overslept... getting ready for work...What's up with you?				
7	(920) 450-9756	(920) 224-3517		Outbound	9/2/2015 8:03:49	9/2/2015 8:03:49	0	Text Detail	192	you will text you in a little bit and let you know what's up				
8	(920) 224-3517	(920) 450-9756		Inbound	9/2/2015 8:07:19	9/2/2015 8:07:19	0	Text Detail	228	????????????				
9	(920) 450-9756	(920) 224-3517		Outbound	9/2/2015 8:07:53	9/2/2015 8:07:53	0	Text Detail	192	????????????				
10	(920) 224-3517	(920) 450-9756		Inbound	9/2/2015 8:12:05	9/2/2015 8:12:05	0	Text Detail	228	????????????				
11	(920) 450-9756	(920) 224-3517		Outbound	9/2/2015 8:13:02	9/2/2015 8:13:02	0	Text Detail	194	????????????				
12	(920) 450-9756	(920) 224-3517		Outbound	9/2/2015 8:16:16	9/2/2015 8:16:16	0	Text Detail	191	????????????				
13	(920) 224-3517	(920) 450-9756		Inbound	9/2/2015 8:17:14	9/2/2015 8:17:14	0	Text Detail	228	????????????				
14	(920) 450-9756	(920) 224-3517		Outbound	9/2/2015 11:39:19	9/2/2015 11:39:19	0	Text Detail	191	hey you just waking up				
15	(920) 224-3517	(920) 450-9756		Inbound	9/2/2015 11:57:12	9/2/2015 11:57:12	0	Text Detail	228	Hey...				
16	(920) 450-9756	(920) 224-3517		Outbound	9/2/2015 12:06:12	9/2/2015 12:06:12	0	Text Detail	191	call me before you leave this side of town				
17	(920) 224-3517	(920) 450-9756		Inbound	9/2/2015 12:08:06	9/2/2015 12:08:06	0	Text Detail	228	ok...30 minutes				
18	(920) 224-3517	(920) 450-9756		Inbound	9/2/2015 12:42:44	9/2/2015 12:42:44	0	Text Detail	228	Hello?				
19	(920) 450-9756	(920) 224-3517		Outbound	9/2/2015 13:02:44	9/2/2015 13:02:44	0	Text Detail	191	hello				
20	(920) 224-3517	(920) 450-9756		Inbound	9/2/2015 13:03:05	9/2/2015 13:03:05	0	Text Detail	228	yes				
21	(920) 450-9756	(920) 224-3517		Outbound	9/2/2015 13:04:11	9/2/2015 13:04:11	0	Text Detail	193	you see hello and yes				
22	(920) 224-3517	(920) 450-9756		Inbound	9/2/2015 15:38:13	9/2/2015 15:38:13	0	Text Detail	228	????????????				
23	(920) 450-9756	(920) 224-3517		Outbound	9/2/2015 15:39:12	9/2/2015 15:39:12	0	Text Detail	191	????????????				
24	(920) 224-3517	(920) 450-9756		Inbound	9/2/2015 15:39:49	9/2/2015 15:39:49	0	Text Detail	228	????????????				
25	(920) 450-9756	(920) 224-3517		Outbound	9/2/2015 15:42:25	9/2/2015 15:42:25	0	Text Detail	191	????????????				
26	(920) 450-9756	(920) 224-3517		Outbound	9/2/2015 17:06:57	9/2/2015 17:06:57	0	Text Detail	191	yeah momma				
27	(920) 224-3517	(920) 450-9756		Inbound	9/2/2015 17:14:38	9/2/2015 17:14:38	0	Text Detail	228	Yeah??				
28	(920) 450-9756	(920) 224-3517		Outbound	9/2/2015 17:16:40	9/2/2015 17:16:40	0	Text Detail	193	really ((				
29	(920) 450-9756	(920) 224-3517		Outbound	9/2/2015 17:17:09	9/2/2015 17:17:09	0	Text Detail	193	come see me momma				
30	(920) 224-3517	(920) 450-9756		Inbound	9/2/2015 17:17:12	9/2/2015 17:17:12	0	Text Detail	228	Really what?				
31	(920) 450-9756	(920) 224-3517		Outbound	9/2/2015 17:19:58	9/2/2015 17:19:58	0	Text Detail	191	is that it?				
32	(920) 224-3517	(920) 450-9756		Inbound	9/2/2015 17:23:34	9/2/2015 17:23:34	0	Text Detail	228	Sorry...i'm still working				
33	(920) 450-9756	(920) 224-3517		Outbound	9/2/2015 17:24:09	9/2/2015 17:24:09	0	Text Detail	191	be there momma?				
34	(920) 224-3517	(920) 450-9756		Inbound	9/2/2015 17:24:33	9/2/2015 17:24:33	0	Text Detail	228	Be there?				
35	(920) 450-9756	(920) 224-3517		Outbound	9/2/2015 17:24:58	9/2/2015 17:24:58	0	Text Detail	192	Okay momma				
36	(920) 224-3517	(920) 450-9756		Inbound	9/2/2015 17:25:16	9/2/2015 17:25:16	0	Text Detail	228	What are you saying?				

# Case Example - Restitution CDTP



Review estimate  
and  
digital evidence available

Line Item	Entry Number	Labor Type	Operation	Line Item Description	Part Type/Part Number	Dollar Amount	Labor Units
<u>Front Door</u>							
1	100250	BOY	REPAIR	R Frt Door Shell	Existing		1.0#
2		REF	REFINISH	R Frt Door Outside			C 2.2
3	100813	BOY	REMOVE/INSTALL	R Frt Otr Door Belt Moulding			0.2 #
4	100587	BOY	REMOVE/INSTALL	R Frt Rear View Mirror			0.3 #
5	100310	BOY	REMOVE/REPLACE	R Frt Otr Door Belt Moulding	80820-1CA0A	150.67	INC #
6				Non-Reusable Part			
7	100259	BOY	REMOVE/INSTALL	R Frt Door Adhesive Moulding	Existing		0.2 r
8	100582	BOY	REMOVE/INSTALL	R Frt Otr Door Handle	Existing		1.9 #
<u>Rear Door</u>							
9	101197	BOY	REPAIR	R Rear Door Shell	Existing		2.0#
10		REF	REFINISH	R Rear Door Outside			C 1.8
11	100554	BOY	REMOVE/INSTALL	R Rear Otr Door Belt Moulding			INC
12	101142	BOY	REMOVE/REPLACE	R Rear Otr Door Belt Moulding	82820-1CA0A	161.75	0.2
13				Non-Reusable Part			
14	101163	BOY	REMOVE/INSTALL	R Rear Door Adhesive Moulding	Existing		0.2 r
15	100556	BOY	REMOVE/INSTALL	R Rear Door Trim Panel	Existing		INC
16	102287	BOY	REPAIR	R Rear Door Trim Panel Assy	Sublet	75.00	* 0.0#
ESTIMATE RECALL NUMBER: 09/19/2017 11:42:14 17-1149804-01							
Mitchell Data Version: OEM: JUL_17_V0904							
Software Version: MAPP:JUL_17_V0903 Copyright (C) 1994 - 2017 Mitchell International Page 1 of 5							
All Rights Reserved							



Line Item	Entry Number	Labor Type	Operation	Line Item Description	Part Type/Part Number	Dollar Amount	Labor Units
<u>Roof</u>							
17	102080	BOY	REMOVE/INSTALL	R Rear Otr Door Handle			0.9 #
18	100960	GLS	REMOVE/REPLACE	R Rear Door Movable Glass	** AM	297.55	INC#
<u>Quarter Panel</u>							
19	100961	BOY	REMOVE/INSTALL	R Roof Moulding			0.3
<u>Quarter Glass</u>							
20	103313	BOY	REPAIR	R Quarter Outer Panel	Existing		1.0#
21		REF	REFINISH	R Quarter Panel Outside			C 1.8
22	100051	BOY	REMOVE/INSTALL	R Quarter Wheel Opening Midg			0.3
23	100053	BOY	REMOVE/INSTALL	R Quarter Moulding			0.2
<u>Rear Lamps</u>							
24	100344	GLS	REMOVE/INSTALL	R Quarter Glass			2.5 #
<u>Rear Bumper</u>							
25	100327	BOY	REMOVE/INSTALL	R Rear Combination Lamp			INC
26	102741	BOY	REMOVE/INSTALL	Rear Bumper Cover			1.5 #
<u>Additional Operations</u>							
27	933001	REF	ADDL OPR	Additional Clear Coat			0.3#
28				Add To Extend Clear Into Roof Rail			
29		REF	ADDL OPR	Clear Coat			1.6
<u>Special Manual Entry</u>							
30	902006	REF *	REFINISH/REPAIR	COVER CAR FOR OVERSPRAY	Sublet	8.00	* 0.0#

# Case Example - Restitution

## Theft by Contractor

- DAs are often too lazy to organize large amounts of documentation
- Created a ledger to do the math for

US

Date	Time	What	RE:	From	Value	Documentation
1/21/2015		Invoice - Kitchen		Van Dyn Hoven Construction	\$250.00	Invoice
1/29/2015		Invoice		Van Dyn Hoven Construction		p/u supplies, shovel addition slab
1/30/2015		Invoice		Van Dyn Hoven Construction		shovel/scrape ice, frame walls, string line roof pit
1/31/2015		Invoice		Van Dyn Hoven Construction		sheet walls, house wrap
2/3/2015	9:25	Email	will call to discuss lien waivers	Dave to DB		Dave to DB
2/3/2015	10:00	Email	DB explains lien waivers	DB to Dave		response to Dave
2/3/2015	10:18	Email	questioning lien waivers	Dave to DB		Dave to DB
2/3/2015		Truss: T-01		Valley Trusses Inc		VANDYNHOVEN020315
2/3/2015		Truss: T-01G		Valley Trusses Inc		VANDYNHOVEN020315
2/12/2015	13:01	Email	Permit Application for framing	DB to Village of Little Chute		email
2/12/2015	19:10	Email	response to application	VLC to DB		response to DB
2/12/2015	14:01	Email	response to measurements	BD to VLC		response to VLC
2/13/2015	13:40	Email	application sufficient, contact 2/16	VLC to DB		response to DB
2/14/2015		Invoice - Addition		Van Dyn Hoven Construction	\$1,870.37	Invoice
2/20/2015		Delivery Agreement (Menards) missing email	Picking Lists 14343/14360	Menards/Freedom Trucking o	\$1,674.60	Delivery Agreement
2/25/2015	14:51	Email	requesting payment from Dave as he promised if DB didn't pay	Chris to Dave		Chris to Dave
2/25/2015	15:52	Email	Dave telling DB to call Chris	Dave fwd'd msg to DB		Dave fwd'd msg to DB
2/25/2015	16:48	Email	Chris unpaid	Dave to Chris		response to Chris
2/28/2015		Time Sheet	roof	Craig Kell		Finished shingling roof
3/3/2015	13:58	Email	failure to complete work	Missy to DB		email to DB
3/3/2015	17:50	Email	apology for time and explanation of work thus far	DB to Dave/Missy		response to Missy
3/5/2015	19:31	Email	Chris asking for status update from Dave	Chris to Dave		Chris to Dave
3/26/2015	19:17	Email	request for final floor plans	DB to Dave/Missy		email to Dave/Missy

A	B	C	D	E	F	G	H	I	J
12/2/2014	Menards	materials		-\$6.38	DB	receipt (#12) from Chris D email	how to prove this was part of email?	DB to pr	
12/3/2014	Menards	materials		-\$4.24	DB	receipt (#12) from Chris D email	how to prove this was part of email?	DB to pr	
12/3/2014	Menards	materials		-\$123.39	DB	receipt (#12) from Chris D email	how to prove this was part of email?	DB to pr	
12/4/2014	Menards	materials		-\$97.31	DB	receipt (#12) from Chris D email	how to prove this was part of email?	DB to pr	
12/12/2014	Menards	materials		-\$91.68	DB	receipt (#12) from Chris D email	how to prove this was part of email?	DB to pr	
12/14/2014	Micic Digging	backhoe and concrete	\$4,792.00		Scott Mickey	Invoice 2384 - still owed per DB			
12/17/2014	Dale Baldwin	additional work	\$1,375.00	-\$1,375.00		email 12/17/14	was this ever paid?		
1/25/2015	Van Dyn Hoven Construction	P/U island, install, 2 men	\$250.00		Scott VDHoven	Invoice	included in contract cost on 11/20/14 email		
1/26/2015	Home Depot	casement, windows	\$655.18		Dave Schepp	receipt #3	Pd by Schepp per contract??		
1/29/2015	Menards	lumber, sealer		-\$68.99	DB	receipt #2			
1/29/2015	Menards	lumber, house wrap		-\$670.74	DB	receipt #5			
1/30/2015	Menards	lumber, anchors	\$59.67		Scott VDHoven	receipt #1	cost included in \$1870.37 invoice		
2/14/2015	Van Dyn Hoven Construction	addition roof and walls		-\$1,870.37	DB	Invoice	get proof from client		
2/19/2015	Menards	lumber, roofing supplies		-\$1,665.99	DB	receipt #4			
2/19/2015	Menards	lumber		-\$83.54	DB	receipt #7			
2/19/2015	Village of Little Chute	Permit		-\$235.00	DB	Permit No. 15-089, receipt #11			
3/7/2015	Menards	lumber		-\$109.02	DB	receipt #9			
5/14/2015	Menards	roofing nailer		-\$179.00	DB	receipt #8	should this be included?		
5/14/2015	Menards	roofing supplies		-\$1,476.18	DB	receipt #10	should this be included?		

- Vastly different numbers based on discovery and client supplied documentation
- Ability to create a timeline to argue there was no lack of communication and establish a basis for delayed project completion

# Private Bar Requests for an Investigator

Resources available on [WISPD.org](http://WISPD.org)>Assigned Counsel Division>Expert Guidelines

- highlight the information we would like in our requests
- reiterate what an investigator can do for you

If you need more hours than approved, call ACD or send an email explaining the need

# What do Attorneys do that Drives us Nuts?

- Not listening, again communication is key to our relationship
- File location
- Overly detailed summary of the case
- Not informing us when case resolves and we are still actively working on it
- Forgetting to notify us when important court dates have been reset and we've subpoenaed witnesses
- Last minute subpoena requests

# Types of Cases - What to Request

## OWIs

- Obtain driver record
- Obtain prior court records
  - JOC, CC, minutes of sentencing hearing

## Domestic Abuse

- Criminal Histories
- ORR - to PD for AV and address associated with them - all contacts, fu w/specific report requests
- Social media

# Types of Cases - What to Request

## Sexual Assault

## Others??

- Review the forensic interview
- Obtain CPS reports
- Talk to care providers, teachers, etc.

# Not sure what you might need?

- Specialty Group Coordinators

[WISPD.org](http://WISPD.org)>Legal Resources>Specialty Practices

- Defendernet

- NAPD

- WACDL

Brainstorm with your investigator

**Questions?**