

Smoky Mountain Paralegal Association (SMPA)

SMPA is an affiliated association of NALA - The Paralegal Association. SMPA welcomes new members. While our emphasis is on promoting paralegals in Tennessee, SMPA does not restrict membership by state of residence or employment and has welcomed paralegals from other states who wanted to take advantage of our membership benefits.

Membership in the Smoky Mountain Paralegal Association is open to paralegals, students in paralegal programs, attorneys, law firms, corporations and businesses promoting the paralegal profession, and educational institutions providing paralegal programs.

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Eat Healthy and Stay Healthy

Nutrition is about more than vitamins—it also includes fiber and healthy fats. Now is a perfect time to learn simple ways to help your whole family eat healthier. Visit CDC.gov to learn more.





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The Liaison is a quarterly publication of the Smoky Mountain Paralegal Association, promoting the paralegal profession to a higher level in East Tennessee SMPA is affiliated with NALA | The Paralegal Association

Case in Review

In the Supreme Court of Tennessee. Assigned on Briefs May 28, 2020. In Re: Winston Bradshaw Sitton, BPR #018440. M2020-00401-SC-BAR-BP. Filed January 22, 2021. Go to www.tsc.state.tn.us Enter M2020-00401-SC-BAR-BP in the search box on the left.

- Do you agree with the ruling in this matter?
- What possible ramifications could have befallen Mr.
 Sitton if Ms. Houston had carried through with his

advice on how to commit the perfect crime?

- Does your place of employment have a social media policy? Does the policy cover off-work hours?
- Brief Bennett v. Metro. Gov't of Nashville, 977 F.3d 530 (6th Cir. 2020).
- Mr. Sitton explained his posts as "written in haste" and "sarcastic black humor" as reasoning for his advice. Do you agree with him?



"We agree with Mr. Sitton that it is hard to conceive of any reason why a lawyer, any lawyer, would offer instructions on how to commit murder and stage a concocted defense. But we disagree with Mr. Sitton that his publication of the advice on a public platform such as Facebook cuts in favor of his position. To the contrary, as discussed in detail below in our analysis of the aggravating and mitigating factors, Mr. Sitton's decision to publish these comments on a public forum made his situation exponentially worse." *-Hon. Holly J. Kirby, J., (Delivering the Opinion of the Court)*

Legal Support Duties

- Social media can be very beneficial for mass communication and keeping in contact with friends and family.
 However, many careers and relationships have been irreparably destroyed by the careless use of social media.
- Think before you write or post. Social media posts are never deleted. Screenshots and reposting may keep your statements alive indefinitely.
- NEVER use your work computer for social media communications. Your firm or employer may not appreciate adverse publicity.

Good Advice for Paralegals Regarding Social Media

- \Rightarrow Paralegals can't practice law, so don't do it on social media.
- \Rightarrow Avoid friending or communicating with represented parties.
- \Rightarrow Avoid communicating with or friending judges or court officials.
- \Rightarrow NEVER discuss client or case information, including courtroom or case related victories, on social media.
- \Rightarrow <u>NEVER</u> offer advice or opine about how to commit criminal or unethical acts.
- ⇒ Before posting, remember that a forensic analysis of your device can ascertain if your account was hacked, so falsely claiming that excuse won't work and makes you a liar, so then ask yourself these questions:
- What will my employer think when reading this?
- What will my family members think when reading this?
- What will my pastor, priest, minister, imam, or spiritual leader think when reading this?
- What if this post or a screenshot of it appears on a television news network or in a national newspaper as a larger story about the subject matter?
- Is what I'm posting truthful?
- Is what I'm posting potentially libelous, defamatory or, violence inducing?

April 27, 2021 Meeting Minutes Page 1 of 3

EXECUTIVE COMMITTEE MEETING MINUTES

Meeting Held: April 27, 2021 Location: Zoom Call

The second quarter meeting of the 2021 Executive Committee (EC) of the Smoky Mountain Paralegal Association was held on April 27, 2021. The attendees included: Karen Yearwood, ACP; Kati Wheatley, ACP; Rachel Lee, CP; Kelley Myers, ACP; Julie May, ACP; Sherri Miljenovic, ACP and Britt Bowden. The meeting was brought to order by Karen Yearwood at 6:43 p.m.

APPROVAL OF EC MINUTES

A motion was made by Kati Wheatley to accept the Minutes of the January 2021 meeting. The motion was seconded by Rachel Lee, all approved, and the motion carried.

OFFICER REPORTS

Educational Programs: Kati Wheatley provided a written report, which is attached to the original of these Minutes. The Annual Seminar will be held October 15-16, 2021, at The Read House in Chattanooga, with a Halloween/Costume Party Theme. Due to Covid 19 limitations, we are still unable to hold monthly CLE and lunch meetings in person. The committee has been diligently working on obtaining CLE speakers to host via Zoom and we are glad to announce the speakers have been selected for the rest of the year.

Membership: We have 77 members, down 6 from last year.

Treasurer: Rachel Lee provided a written report, which is attached to the original of these Minutes. We are continuing to discuss options for payment options through our website that is almost complete.

Academic Outreach: Kelley Myers (Interim Academic Outreach Chair) submitted a written report, which is attached to the original of these Minutes. A renewal reminder was emailed to the educational institutions regarding sustaining membership renewals. Julie May, ACP, was invited to speak (virtually) with a civil litigation class at Pellissippi. It was a great group and more details can be found in the written report. Kelley and Kate continue to reach out to local institutions and are doing a great job continuing academic outreach during the Covid-19 pandemic.

NALA Liaison: Karen Yearwood presented and Jo Ann Cruz provided a written report, which is attached to the original of these Minutes. After a NALA membership-wide vote was taken, it was decided that the NALA Conference & Expo would be held virtually again this year. The dates are July 22-24, 2021. Registration is now open so anyone who would like to sign up can do so.

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COMMITTEE REPORTS

Community Outreach Committee: Sherri Miljenovic provided a written report, which is attached to the original of these Minutes. The Committee offered input and ideas on community outreach during the COVID pandemic. The EC discussed future fundraising projects, specifically Susan G. Komen – Race for a Cure, and will be taking a poll to see if we want to keep donating to this specific charity as they move out of the region.

CP Review Class: The Certified Paralegal exam study group began its spring course on February 2, 2021 and recently completed the course. There are three individuals waiting to test, one will be testing within the coming weeks and the other two individuals will be testing when they feel more comfortable with the material. They have been meeting weekly at 6:00 p.m. EDT via Zoom. Any other members interested in taking the exam should contact Julie May by email at jamay@lewisthomason.com or by phone at (865) 541-5257 for more information about this free review course offered by SMPA.

2021 Audit Committee Report: Cheryl Denton and Arlene Shoemaker provided a written report, which is attached to the original of these Minutes. We will be updating the Audit questionnaire in the future.

Publication Committee: The Spring edition of *The Liaison* will be published around the middle of May.

UNFINISHED BUSINESS

Website Update: Our website is 99% complete and working. There are a few more things that need to be done, that are not included in the original quote from Alin Designs. Alin Designs submitted a supplemental quote for \$500.00 to move the website to a new platform in June 2021 which should resolve the remaining technical glitches with the site. The motion was made by Kelley Myers to employ Alin Designs to complete the additional work and seconded by Rachel Lee, all approved, and the motion carried.

Ideas for Membership Drive: We will be using the NALA mailing list to reach out to certified and advanced certified paralegals in east and middle Tennessee and north Georgia to advertise our 2021 annual seminar. Other ideas include "Bring a friend" to social gatherings, informal gathering, and raffles at gatherings.

NEW BUSINESS

Second Vice President Resignation: The Second Vice President resigned and Julie May was appointed Second Vice President to complete this year's term.

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Bylaws and Standing Rules: A sub-committee including Karen Yearwood, Kati Wheatley, Kelley Myers, and Julie May was formed to address additional edits needed to the Bylaws and Standing Rules.

Next EC Meeting: Our next EC meeting is scheduled for July 27, 2020 via Zoom @ 6:00 p.m.

ADJOURNMENT:

With no further business to discuss, the EC meeting adjourned at 8:24 p.m.

Respectfully submitted,

Britt Bowden Britt Bowden SMPA Secretary – 2021

President's Message

I have been thinking a lot about community these days. It has been quite a while since I felt really connected to a community. I have also been thinking about how hard it has been to hang onto any sense of community anywhere.

My family ate together twice a month for the past 40+ years. We haven't been together in over a year, and when we return to our routine, we will be missing a member. The past twelve months have taken their toll on us all. Our church celebrated a social distanced Easter, and it was just weird being outside and distanced.

I want a HUG!

We are making plans to have an inperson annual seminar this year in October. We are all looking forward to getting back to normal. We are all looking forward to getting back into our social communities.

During my time with SMPA, I have made some wonderful friends. I bond with people when I labor with them. This past year of leadership for all the Executive Committee has indeed been a labor.... a labor of love. I look forward to the time that our monthly #networking socials will return. I really miss those. I miss seeing everyone and enjoying a good laugh.

I appreciate everyone who has volunteered with Mobile Meals, participated in the Ronald McDonald House fundraisers. While these activities give us a sense of laboring together in our East TN metropolitan community, I get the sense that we are not living up to our full potential as the SMPA Community.

So, I come to you.

How do **you** define Community?

How can SMPA be better at being a Community?

We have made some improvements in our ability to connect with each other. The Membership Directory on the website is a huge step toward that. With our Directory, you can reach out to members easily, BUT I believe we can do more **to** *get connected* **and** *stay connected*. So, I ask you these questions...

- 1. What do **you** need to feel a part of the SMPA Community?
- 2. How can SMPA become more of what serves **you**?
- 3. What do **you** want SMPA to become?

Reach out to me, please. Let's start a dialog.

Karen Yearwood 2021 President SMPA

COMMUNITY OUTREACH COMMITTEE

The worldwide pandemic has caused so much suffering and economic loss that one may think it is impossible to make a difference. The truth is every donation makes a difference! Therefore, I want to encourage every member to keep trying. If we do not try, we will never know the true impact of our donations.

UPCOMING FUNDRAISING PROJECT:

Ronald McDonald House – Christmas in July

It is difficult to believe that we are approaching that time of the year again. In just three months, it will be Christmas (well, Christmas in July). Thus, we will need every member's help as we prepare to donate to the Ronald McDonald House. More information to follow.

POTENTIAL ISSUES WITH FUNDRAISING PROJECT:

Susan G. Komen-Race for the Cure- Recently, Kelley Meyers, ACP, brought some concerning information to my attention regarding this fundraising project. Kelley explained, "I recently saw on the news where Komen is leaving Knoxville and the monies raised now will be put into the national pool rather than 75% of it staying locally as was the case before." I found this link if anyone would like to review the situation. <u>https://www.wbir.com/video/news/susan-g-komen-east-tn-says-goodbye-as-headquarters-consolidates-local-chapters/51-ffae1ec1-09ea-49c3-9cf3-39d88e8b2912</u> With this information, I feel it is best for us to seek a different fundraising

opportunity. It is already extremely difficult to raise money, so donating to a cause that has already decided that our funds would be used nationally does not meet our goals and expectations. If anyone has any ideas and/or suggestions regarding this issue, please let me know. Also, I have listed some possible alternatives below, and more information will be distributed to members as we consider our next fundraising project:

SUGGESTIONS FOR ALTERNATIVE FUNDRAISING PROJECT:

UT Breast Center Family Justice Center Juvenile Diabetes Research Foundation ("JDRF")

FUTURE FUNDRAISING PROJECTS:

While it is too early to predict the status of our yearly fundraising projects, we will continue to anticipate SMPA members' involvement in the following: **Power of the Purse-** Information has not yet been provided **Ronald McDonald House** – Christmas Fundraiser in December

Muljionie

Sherri Miljenovic, ACP Community Outreach Committee Chairperson

2021 Annual Seminar The Read House in Chattanooga October 15 - 16, 2021



The 2021 Annual Seminar will be held October 15-16, 2021, at The Read House in Chattanooga. The committee is planning on 9.5 CLE including 1.5 Ethics CLE.

The Friday night Dinner/Social will include a *Halloween* theme. Don't forget to pack your costume for a contest!

The Deluxe Double Queen Manor sleeping rooms are available at the discounted rate of \$159/night. The published rate online is \$249/night. Call the hotel directly at (423) 266-4121 to reserve your room (before September 14) and mention you are with the SMPA to receive the discount.

Additional details will be announced soon.

WEDNESDAY - JULY 21

5:00 p.m.	2020 - 2021 Final Board of Directors Meeting
5:45 р.м.	2021 - 2022 Board of Directors Candidate Forum

NALA 2021 CONFERENCE **@HOME**

THURSDAY - JULY 22

8:45 A.M. - 9:45 A.M.

9:45 A.M. - 10:00 A.M.

10:00 A.M. - 11:00 A.M. CONCURRENT SESSIONS

ONLY SELECT ONE

CLE PER SESSION: 1

Anne Geraghty-Rathert, J.D. Basic Non-substantive

CP Review - Civil Litigation Jill I. Francisco, ACP Basic Substantive

Opening Session

Break

Break

11:00 a.m. - 11:30 a.m.

11:30 а.м. - 12:30 р.м.

CONCURRENT SESSIONS

ONLY SELECT ONE

CLE PER SESSION: 1

Avoiding Unauthorized Practice of Law Barbara P. Burke, Ph.D., J.D. Intermediate Ethics

Ruth Bader Ginsburg's Lasting Legacy

Qualified Immunity for Law Enforcement

E. Lee Whitwell, Assistant County Attorney Intermediate Substantive

Insurance Law - Duties of the Insurer

Rebecca Gilliland, Special Cousel Intermediate Substantive

CP Review - Real Estate Law Jackie A. Van Dyke, CP

Basic Substantive

12:30 р.м. - 12:45 р.м. Break

12:45 р.м. - 2:15 р.м.

2:15 р.м. - 2:30 р.м.

2:30 р.м. - 4:00 р.м.

CONCURRENT SESSIONS ONLY SELECT ONE

CLE PER SESSION: 1.5

ANNUAL MEMBERSHIP MEETING & AWARDS PRESENTATION (LIVE-STREAMED)

Break

eDiscovery Workshop - Identify and Collect Julie Brown, Paralegal Intermediate Substantive

Internet Law - Communications Decency Act Daniel C. Tepstein, J.D.

Basic Substantive

Anatomy of a Complex Murder Case S. Mario Lorello, J.D. Basic Substantive

CP Review - Skills Exam: Essay Writing *Kelly A. LaGrave, ACP* Intermediate Substantive



FRIDAY - JULY 23

10:00 A.M. - 11:00 A.M.

CONCURRENT SESSIONS ONLY SELECT ONE

CLE PER SESSION: 1

Sheri Crosby Wheeler, J.D. Basic Non-substantive

The Art of the 'Search'

Julie Brown, Paralegal Intermediate Substantive

Effective Allyship

CP Review - Torts Jill I. Francisco, ACP Basic Substantive

11:00 а.м. - 11:30 а.м.

Break

11:30 a.m. - 12:30 p.m.

CONCURRENT SESSIONS ONLY SELECT ONE

CLE PER SESSION: 1

Internet Law - Enforcing Online Contracts Daniel C. Tepstein, J.D. Intermediate Substantive

Legal Immigration Needs - What You Should Know Anne Geraghty-Rathert, J.D.

Intermediate Substantive

CP Review - Contracts

Todd C. Richardson, J.D. Basic | Substantive

Break

Break

12:30 р.м. - 12:45 р.м.

12:45 р.м. - 2:15 р.м.

AFFILIATED ASSOCIATIONS ANNUAL MEETING & EXCHANGE PRESENTATION (LIVE-STREAMED)

2:15 р.м. - 2:30 р.м.

2:30 P.M. - 4:00 P.M. CONCURRENT SESSIONS ONLY SELECT ONE

CLE PER SESSION: 1.5

Justice and the Fifth Amendment John A. Bermingham, Jr., Esq. Basic Substantive

Spoliation of Social Media Evidence Alicia Mitchell-Mercer, LPP, ACP, RP, NCCP, SCCP Basic Substantive

Understanding Police Investigations

Bryan F. Jurkofsky, Assistant Professor Basic | Substantive

CP Review - Criminal Law and Procedure Todd C. Richardson, J.D.

Basic Substantive

4:15 р.м. - 5:15 р.м.

Installation of Officers





SATURDAY - JULY 23

8:45 A.M. - 9:45 A.M.

9:45 A.M. - 10:00 A.M.

2021 - 2022 First Board of Directors Meeting

Using Agile/Scrum for Case Planning

Break

10:00 A.M. - 11:30 A.M.

CONCURRENT SESSIONS ONLY SELECT ONE

CLE PER SESSION: 1.5

Alicia Mitchell-Mercer, LPP, ACP, RP, NCCP, SCCP Intermediate Non-substantive

How to Write Appellate Briefs *E. Lee Whitwell, Assistant County Attorney* Intermediate Substantive

A Look Inside Crime Scene Investigation Bryan F. Jurkofsky, Assistant Professor Basic | Substantive

CP Review - Corporate & Commercial Law *Kelly A. LaGrave, ACP* Basic Substantive

PAST AND PRESENT (LIVE-STREAMED)

11:30 a.m. - 12:00 p.m.

12:00 p.m. - 1:00 p.m.

1:00 p.m. - 1:30 p.m.

1:30 P.M. - 2:30 P.M.

CONCURRENT SESSIONS

ONLY SELECT ONE

CLE PER SESSION: 1

Break

Break

Break

Thoroughly Understanding Privilege Sheri Crosby Wheeler, J.D. Basic Non-substantive

The Eighth Amendment's Criminal Protections John A. Bermingham, Jr., Esq.

PANEL DISCUSSION WITH NALA LEADERS

Basic Substantive

The Ins and Outs of Insurance Law

Rebecca Gilliland, Special Counsel Advanced Substantive

CP Review - Legal Ethics *Kelly A. LaGrave, ACP* Basic Ethics

2:30 p.m. - 3:00 p.m.

3:00 P.M. - 4:00 P.M. CONCURRENT SESSIONS ONLY SELECT ONE CLE PER SESSION: 1 Uncommon Easements Barbara P. Burke, Ph.D., J.D. Intermediate Substantive

3:00 P.M. - 4:30 P.M. CONCURRENT SESSIONS ONLY SELECT ONE CLE PER SESSION: 1.5

An Interactive Writing Lab Jackie A. Van Dyke, CP Intermediate Substantive **Responsive Pleadings** S. Mario Lorello, J.D.

Basic | Substantive

OR

CP Review - United States Legal System *Todd C. Richardson, J.D.* Basic Substantive





SEARCHING FOR SIGNIFICANCE

-By Bill Minks, Paralegal

"I cried because I had no shoes until I met a man who had no feet."

-Author Unknown¹

Too often we become irritated, exasperated, angry, or frustrated by life's setbacks and inconveniences. Schedules change, deadlines are missed, traffic is congested, our lunch order is messed up, etc. Generally, these events are somewhat minor and are more irritating than life changing. However, sometimes a significant life event happens that changes our trajectory and adversely affects us and our loved ones.

Think about the last couple of things that irritated or annoyed you. How bad were they? Did they change your life? Did they ruin your day? Did they give you extra tasks to complete or make you work a little bit longer that day? Now compare those events to something else in your own life or, the life of a family member, close friend or associate that was truly and significantly life altering. How does your issue stack up against that? Perhaps worse? Perhaps your issue becomes almost insignificant.

From 2006 until 2011, both of our sons were in the U.S. Marine Corps as 0311 Marine Riflemen serving with the Second Battalion, Eighth Marine Regiment and completed multiple combat tours in Afghanistan. During that time, Leslie and I lived in rural Washington State. More than once we would return home and see a strange car near our driveway, or we would hear a knock on the door, or late at night our telephone would ring.

Each time this happened we feared a visit from a chaplain or a call from the military representative. Our hearts would sink, and our stomachs would tighten, and we would think the absolute worst. Always, it was a false alarm. Usually, someone lost and needing directions, a salesperson making a visit, or a telemarketer calling well after the dinner hour.

Thankfully, both of our sons returned home at the end of their enlistments and settled into civilian life. Our family is extremely blessed and fortunate as many of our brave warriors were grievously wounded or, made the ultimate sacrifice. Those tragic events would challenge the best of us.

So, whenever I get irritated, exasperated, angry or, inconvenienced over something that eventually turns out to be trivial, I try to remember that it is not so bad in comparison to what might have been, or could be. Then I compare it to the many blessings I have and realize things are great overall so I shouldn't complain, and I should continue to count my blessings!

¹ This quote has been attributed to various persons throughout history. Since I am not able to satisfactorily identify the original author or speaker, I have listed the quote as author unknown.



A DAY IN THE LIFE OF AN EAST TENNESSEE INVESTIGATIVE PROCESS SERVER. Paralegal and Process Server Working in Tandem. by Chris Wilkinson

Getting good Service of Process can be a daunting and nerve wracking experience for a Paralegal. A day in the life of an Investigative Process Server here at Smoky Mountain Process and Legal Services in Knoxville can be just as fraught and anxious. Depending on our work load and the needs of our clients, the day can begin well before sunrise and often lasts into the wee hours of the following day. The day starts with computer searches of databases, social media and various other ways to comb for information in a hunt for defendant, witness, or respondent. Fielding phone calls from firms, Pro Se clients interspersed with the ever present calls about my car warranty sets the day's tempo. Before I even get to a firm, I gear up not just with my body cam, pens, and notebooks to help me achieve, and document Service, but in more recent months a lot of safety gear including body armor, and a taser as well. The determining factor of the stress level is if both Paralegal and Process Server have an appreciation as well as understanding of the duties and expectations of the other are while achieving Service. The end product produced is a seamless and smooth Service of Process as defined in *Tennessee Rules of Civil Procedure*, as well as what isn't stated.

A case usually begins with a phone call, email, or Facebook Message from one of our amazing clients. The calls coming in can range from an estate firm needing us to Skip Trace missing respondents, a small practice or loan closing firm needing to schedule a Notary, to a full on hunt for a wiley defendant who is evading Service of Process in a personal injury case. Child custody or divorce cases to a Detainer to recover rental property can all be on the agenda of any given day at Smoky Mountain Process. All of those cases require service according to *Tennessee Rules of Civil Procedure*, but each with their own nuances of approach, execution of Service, and documentation all while never ceasing to meet our clients needs of being updated and delivering Returns once Service is complete. We stay pretty busy doing any or all of those things at once. That agenda is only about to become all that more encompassing as we add Full Service Investigations by midsummer. We are our clients eyes, ears, and their leg man in the

field, while adhering to *Tennessee Rule 103 of Civil Procedure*. Rule 103 only requires a Process Server to "be 18, and not a Party". In Knox County the bar is set considerably higher.

In addition to the State of Tennessee's requirements, Process Servers also have to be registered with Knox County General Sessions Court, cleared by a TBI Background Check not to have felony or have a misdemeanor conviction of moral turpitude, secure a 20K dollar bond, and appear in Sessions Court with an attorney of 10 years practice in Knox County. Said attorney must be willing to vouch for a Process Server's character and knowledge of the Rules of Process, as well as have a record of Services perfected by that Process Server. Finally, a Process Server operating in Knox County Courts but independently of a law firm are required during that appearance to the stringent voir dire of Judge Cerney. Once the requirements have been met by the Process Server to Judge Cerney's satisfaction, he signs the order allowing us to be sworn Court Officers authorized to Serve Process within the boundaries of Tennessee. Service of Process can begin and end in Knox County or be as complicated as searching cities as far north as Johnson City and south to Chattanooga. We may end up for the day way out west on the Cumberland Plateau to high up in the mountains of the Great Smokys. One of the great things about being an Investigative Process Server here in East Tennessee is that we never know what interesting and beautiful things we will get to see in the course of the day. Nor will we ever know where we will end up at the closing of the day, but it all begins with the call that one of our clients needs us.



Once that call comes in, a trip to our requesting firm to pick up whatever document needs to be served is in order. When that call comes, it is vital to have as much information from our clients as possible. Obviously the more information we can get beyond a name and address is helpful. A good intake sheet by a Paralegal can be key to helping your Process Server locate your witness, defendant or respondent. A quick case synopsis and whatever is garnered during intake is super helpful. However what is most imperative after all of that is the Process Server ensuring the Serve or Non-Service is Iron Clad. An affidavit, a signature of acknowledgement, making sure a Witness Fee is tendered if required, and body cam footage are all elements of the standard of Service Smoky Mountain Process and Legal provides. The more layers to prove Service or Non-Service the better. When the call comes on the Paralegal side, the clock starts ticking on both ends. Choosing a Process Server that meets your needs is paramount in this endeavor.

Being a Process Server for the last five years, I have seen the result of when this choice is executed poorly. If timing isn't a factor to Serve a Case or the defendant, witness or respondent can be easily located and served between the hours of 6 a.m. and 2 p.m. Monday-Friday (the Sheriff's Department Warrants Division normal hours of operation) and/ or cost is a factor, then choosing the Sheriff's Department to serve is a good option. Otherwise, hiring a Private Process Server is the way to go. Keeping in mind cheaper is not always better, a Process Server quoting a lower price than most is usually quoting on three attempts at one address and your documents don't take anymore precedence over another client. A higher quote for services is usually an indicator of a more professional and timely manner of service. Many of our days at Smoky Mountain Process start as early as the Sheriff's Department does however, their time is almost always in the field. Private Servers spend a good deal of their day in both the office and the field and are not limited to an eight hour day. Even though there is no set state mandate on Service times, per Local Rules most documents can be in the field in Knox County as early as 7 a.m. (Private Servers have a later start time by an hour in Knox County than does KCSO but can begin at 6 a.m. in other adjoining Counties per Local Rules set forth by those Courts.) In fact the vast majority of our cases are served from 5 p.m.- 9 p.m.(or as late as 10 p.m. in all other counties) and on Saturdays. Additionally, a Private Server can even effect Service on a Sunday. Although TCA 20- 2- 105 generally prohibits service on Sunday, it is allowed if we have reasonable belief a Defendant or Respondent is about to leave the jurisdiction.

It's important to be aware of your filing Court and therefore the attachment of the proper Officer's Return. General Sessions Warrants are only valid 60 days from date of issuance. Circuit and Chancery are usually valid for 90 days (although that time frame is dependant on the nature of your filing). For example, a TRO can be governed on a hearing date.) Juvenile Court is about the only exception and in that Court, the more expedient a Service can be achieved the better. As a general rule, Returns of Service in our local Courts should be filed five or more days before the court date at the latest. Good communication with your Process Server on these deadlines is paramount. Additionally, attaching the correct Return of Service and format utilization saves your Process Server time in not filling out superfluous Returns, and the Court dealing with extraneously unnecessary extra paper. Being in contemporaneous contact either via Email or

via phone with your Process Server is crucial to good service. Remembering it's not just that your Server has to locate and serve your Witness, Defendant, or Respondent, but also that BOTH A RETURN OF SERVICE AND AFFIDAVIT of SERVICE ARE REQUIRED of Process Servers in Knox County. Attention to detail and punctilious preparation of that Affidavit is of the utmost importance.

While we find our law firms are generally happy with just a Return of Service and it is our mission to always provide what our clients wish, a Return is not complete under Local Rules without also having an Affidavit of Service/ Non- Service attached. The difference between the Return of Service and Affidavit of Service/ Non- Service are clear and distinct. A Return of Service allows the Court to know that the documents were served and done so under the constraints of *Rule 4 of Civil Procedure*. The Affidavit of Service/ Non-Service is the description of the person served, the time and date, location and circumstances of service. It is the Affidavit of Service / Non- Service as opposed to the Return of Service that will be the deciding factor for the Judge's ruling of proper service. " Due Diligence" or the number of things done to locate and serve in the event of a Non- Serve are just as important in the case of a Serve should opposing counsel attempt to quash.

For example, several months ago I had a situation arise when a defendant challenged service. Even though the defendant was served, signed for Service, and was on body cam accepting Service, Opposing Counsel argued to quash because it was alleged the summons was served a day late. However, the Judge denied the Motion to Quash. My Affidavit of Service not only outlined the manner of service but also the circumstances. My client was able to argue that because I had stated in my affidavit the series of events leading up to the serve, including the fact the defendant wasn't at the address on the summons, numerous phone calls and attempts prior that were not fruitful, and ultimately that Service wouldn't have been able to be completed any earlier because the defendant was out of the jurisdiction on vacation and refused to make themselves available to accept Service prior to that date. The Judge concured. Another instance of having an Affidavit being a vital requirement is during Non- Service. In the event of Non- Service, the affidavit will spell out the "Due Diligence" performed to locate and serve a witness, defendant, or respondent. Meticulous documentation in an Affidavit of Non- Service of the number and manner of attempts to locate and serve can be the difference in getting an Alias / Pluries issued to continue to locate or not. A good Affidavit of Non- Service can also be the deciding factor whether or not a Judge allows for publication in domestic matters. A good Affidavit of Non- Service should include not only that a Process Server went to the address on the summons, but also whether verification of current presence or non-presence at said address was determined. This can include anything from leaving a contact card to identifying and garnering information as to whereabouts as well as a physical description of the current resident and or neighbors. At this juncture, a second search for the defendant either via database search, and Skip Trace of those records can be required. Searches for places of employment, social media, phone numbers, and even the location of a close associate such as a paramour or parents should not only be attempted, but also documented. Failure of a Process Server to do their job adequately in affidavit preparation can result in a Judge deciding that a case should not be continued or even dismissed because the lack of documentation.

Lack of documentation constitutes a failure of Due Diligence. An old adage I learned in my former life as a Respiratory Therapist applies, " If you didn't document it, you didn't do it." This is also true in the Service of Process. A large portion of our day is dedicated to that documentation.

STATE OF TENNESSEE IN THE CIRCUIT COURT FOR KNOX COUNTY, TENNESSEE			STATE OF TENNESSEE IN THE CIRCUIT COURT FOR KNOX COUNTY, TENNESSEE		IBB also showed Firsty Brows as a known associate of Joan Q. Public, IBB revealed a phone number of (BIG) 224-5078 to which T called at 2019 hours and left a message on an undentified voice mult, as well as a tell for which Tereford morphone. 0:21-22021 at 1994 hours 21 fronds Laue, Apt,123 knowlife, Tenneoue 29001, a Caucatian French		
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A good Process firm should perform the "Due Diligence" required, keep their firm updated in a timely manner through the ultimate completion of Service. Here at Smoky Mountain Process and Legal we will go to a second address (or 3rd, 4th, or 5th) with a nominal upcharge to your client. The Sheriff's Department is limited to the address on the summons, and simply doesn't have the time or resources due to their workload to provide those updates. The Sheriff's Department also is unable to go to additional locations without new documents being issued, and another fee being assessed. As a private firm Smoky Mountain endeavors to provide the best Field and Affidavit Service when we are retained. We stand ready every day to go the extra mile for our clients.

In closing, while our days may begin early and end very late, it is our honor and privilege to be able to assist you and your clients. It should be incumbent upon your Process Server to provide "Due Diligence" and have expert knowledge of *Rule 4 of Civil Procedure* but perform and produce accordingly. It always sets my teeth on edge when I hear a fellow Process Server say "Well I just bring the papers." As Process Servers we do so much more than that. A good Process Server also finds witnesses, defendants and respondents, performs Due Diligence in the Service of Process and then succinctly documents that Serve with as many layers of proof beyond reproach as they can. We proudly serve all of our clients with the same level of passion and professionalism no matter the document. As a professional Paralegal being familiar with Rule 4 and maintaining good communication with your Process Server will always put you in good stead for getting a great and solid Service of Process. Working in tandem, a Paralegal and Process Server can make for an awesome team.



Nationwide Process Servers 1707 Walnut Street, Suite 106 Boulder, CO 80302 www.proofserve.com

Once upon a time in the travel industry there was no Expedia and no easy way to book your own travel. Most people relied on a travel agent to search for flight options and secure the booking for them.

Similar to Expedia, who came along and forever changed the travel industry with their cutting- edge technology, PROOF has done the same thing in the service of process industry with our own technology. You're no longer beholden to the office hours of a process serving company to set up serves or struggle to get status updates.

PROOF also eliminates the need to research and find servers in areas or states your local server doesn't cover.

PROOF connects you to a pool of servers nationwide. This means you can use one platform to create serves in all 50 states and will provide you with live, verified updates of each attempt as they occur.

PROOF puts you in control of your service needs and provides total transparency from start to finish.

Wondering how to get started with PROOF? Or if PROOF can run skip traces? Read on to get answers to our most commonly asked questions.

How do I get started with PROOF?

We are an online platform with over 1000 process servers nationwide. In order to use PROOF, you will need to create a free account. There are no contracts, simply pay for the serves you need done. Sign up here:

<u>https://www.proofserve.com/signup/law-firm</u>. For a free serve, use coupon code AMTRYPROOF.

What happens after I have submitted my serve request?

Once you have submitted your serve request the servers closest to the serve address will be immediately notified, and your job will be assigned to a server. Jobs typically get picked up in under 30 minutes. You will receive live updates as each attempt occurs.

What does it cost to use PROOF?

You can find our full pricing sheet at www.proofserve.com/pricing.

Can I order a skip trace to locate an individual before uploading my job?

Yes! For a skip trace, provide PROOF with the information about the individual by emailing <u>skiptrace@proofserve.com</u>. Our typical turnaround time is less than 24 hours to get information back to you.

Can PROOF provide a mileage/witness check to the individual or entity being served?

Absolutely. PROOF can provide mileage/witness fee checks. When you upload your job, enter the amount for the check you'd like us to provide, we initiate the check and provide it to the server to deliver along with the serve documents. We will add a small handling fee for this service.

Can I get in touch with the server on my job?

Yes, you can communicate directly with the Process Server assigned to your serve. PROOF has an in-job "Live Chat" feature.

Will I receive an affidavit of service when my job is completed?

Yes. You will receive a PDF copy of the affidavit through our platform that you can download and print. The affidavit is typically provided within 24-48 hours of the service being completed.

If you have further questions on getting started with PROOF, please feel to reach out to me at <u>allison@proofserve.com</u>.

Yates v. U.S., 574 U.S. 528 (2015)

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Is a Fish a Record?!

- Bill Minks, Paralegal

John Yates was a commercial fishing captain in Florida. In August of 2007, Captain Yates and his two crewmembers aboard the *Miss Katie* were fishing in the Gulf of Mexico. During that time the Florida Fish and Wildlife Conservation Commission ("FFWCC") was conducting fishery compliance inspections. Although the *Miss Katie* was in federal waters, FFWCC Officials had been deputized as federal agents by the National Marine Fisheries Service to conduct inspection and enforcement duties on their behalf.

FFWCC Officers boarded the *Miss Katie* and discovered approximately 72 red grouper that were less than 20-inches in length, the minimum legal size at the time for that species of fish. The undersized fish were recorded on an FFWCC measurement form by the officers and the undersized fish were segregated in separate containers and left aboard the *Miss Katie* with instructions to Captain Yates to keep them on board until returning to port. Captain Yates was then issued a citation for the undersized fish.

Four days later, the *Miss Katie* returned to port and the FFWCC Officers checked the containers holding the undersized fish and found some discrepancies between what was recorded on the FFWCC measurement form and the segregated fish. The fish were still under the 20-inch minimum but, several of the fish were slightly longer than what was previously recorded during the inspection at-sea. After questioning by the FFWCC Officers, a crewmember admitted that some of the smaller fish were thrown overboard and replaced with slightly larger undersized fish.

At the time of the initial boarding in the Gulf of Mexico, most of the undersized fish in question were between 19, and 20-inches in length, three of the fish were less than 19-inches in length, and none were less than 18.75-inches in length. On May 5, 2010, thirty-two months after the initial boarding and citation, John Yates was indicted and subsequently convicted in a Federal District Court under 18 U.S.C. § 2232(a) Destruction or removal of property to prevent seizure, and 18 U.S.C. § 1519, Destruction, alteration, or falsification of records in Federal investigations and bankruptcy. Oddly enough, in May of 2009, about one year before Mr. Yates was indicted, the legal size limit for red grouper in the Gulf of Mexico was reduced to 18-inches. Mr. Yates did not contest his conviction under § 2232(a) but challenged his conviction under § 1519, claiming that fish are not a tangible object as it applies to records.

Enter the Sarbanes-Oxley Act of 2002 ("The Act") and specifically, Section 802 of The Act which addresses criminal penalties for the alteration or destruction of records to impede or obstruct an investigation. The Act and §1519, were implemented to help restore trust of and credibility in public financial markets for investors after the numerous scandals, like Enron and WorldCom, of the early 2000's. The Act is named for Representative Michael Oxley and Senator Paul Sarbanes.

Conviction under § 2232(a) specifies a monetary fine and/or imprisonment of not more than 5-years. However, conviction under § 1519, specifies a monetary fine and/or imprisonment of not more than <u>20-years</u>. 18 U.S.C. § 1519, reads in part, "Whoever knowingly alters, destroys, mutilates, conceals, covers up, falsifies, or makes a false entry in **any** <u>record</u>, <u>document</u>, <u>or tangible object</u> with the intent to impede, obstruct, or influence...." (emphasis added).

Yates argued that fish are not records, documents, or tangible objects as defined in § 1519, but the jury found him guilty and the Eleventh Circuit Court of Appeals affirmed his conviction. In both Courts, Yates argued that tangible objects as defined in § 1519, referred to computer hard drives, discs, magnetic tapes, and similar electronic storage mediums, not fish. Certiorari was granted and in a 5 - 4 decision, the Supreme Court agreed that a fish is not a record, document, or tangible object as defined in § 1519. The Supreme Court found that within the confines of § 1519, a tangible object is a record of some type used to preserve information.

To better understand the reasoning of the prevailing opinion please look up the canons regarding *noscitur a sociis* and *ejusdem generis*. Then read § 1519 and note where the phrase tangible object is located within the statute. Title 11 as stated in § 1519, refers to the U.S. Bankruptcy Code and has no bearing in Mr. Yates' case. The National Marine Fisheries Service is the agency of the United States that controlled the harvesting of fish in the Gulf of Mexico wherein Mr. Yates was initially contacted and cited.

The Supreme Court opined that The Act and § 1519, were passed by Congress to address the growing incidents of corporate fraud that were tainting the trust in our financial systems and harming American investors. These laws and statutes focused on the fraud surrounding the accounting and reporting of the financial health and activities of publicly-held companies.

Yates argued that the wording prior to and after tangible object clearly delineate records, reports, and things that information is kept on. The government argued that tangible object means exactly what it says. Any object in the universe that can be touched, seen, baked, filleted, or held, and that is subject to a federal investigation is a tangible object and is therefore subject to evidence spoilation and fraud. But, is that the offense Congress wanted to address when it implemented § 1519?

Regarding §1519, under which Mr. Yates was convicted, is clearly titled, and refers to records involved in a federal investigation. The title of §1519, does not mention or refer to other forms of evidence, such as guns, knives, cars, fish, etc. Now read 18 U.S.C. § 1512(c)(1-2). The Court reasoned that if Congress intended to include tangible or physical objects in §1519, they would have worded it accordingly. As it read at the time of Mr. Yates' arrest and conviction, §1519, refers to records only. Therefore, Mr. Yates was charged and convicted, under §1519, improperly.

Justice Alito, in his concurring opinion, wrote that three features of §1519, stand out. First, the list of nouns, second, the list of verbs, and finally, the title of the section. The nouns listed in the section must refer to records or documents in any form or substance. The verbs listed in the section refer to alter, destroy, conceal, or mutilate. Although someone could destroy or mutilate a fish, the overarching emphasis of the section refers to the impairment of records. Most importantly the title of the section specifically refers to records in Federal investigations. In short, Justice Alito wrote that §1519, overall refers to records as associated with file keeping, not every physical and/or tangible object in the universe.

The Rule of Lenity dictates that when an act or law is not clear and learned minds may differ on its meaning and application, a court should apply the least harsh meaning to it. Remember also that criminal laws must be clear and easily understandable. Due process requires that criminal laws that are vague, and difficult for the average person to comprehend are subject to the void for vagueness doctrine. Brief, *Kolender v. Lawson*, 461 U.S. 352 (1983); *Connally v. General Construction Co.*, 269 U.S. 385 (1926); *U.S. v. Gaudreau*, 860 F.2d 357 (10th Cir. 1988).

Read Justice Kagan's dissenting opinion. The dissent states that a tangible object is a broad but clear definition and covers physical objects of all kinds. Again review 18 U.S.C. § 2232(a) the 5-year imprisonment statute under which Mr. Yates was convicted, would this statute have sufficed to punish Mr. Yates? Why did the government add §1519, to his indictment? Pay close attention to Justice Kagan's explanation of a "wise rule" and her opinion of how it relates to the title of a statute. Also carefully analyze the dissent regarding surplusage and the canons of *noscitur a sociis* and *ejusdem generis*.

Finally, and most importantly, read part III of the dissent, the last three paragraphs speak volumes about the overcriminalization and excess punishment in the United States criminal justice system. Now do some research on prison populations in the United States as compared to other developed countries. What strikes you about who we prosecute and send to prison, and more importantly, who we don't.

Go to **www.bop.gov** Click on the **Resources** tab on top. Under the **Learn Something New** heading click on **Research & Reports**. Scroll to the bottom of the page. Click on **BOP Inmate Statistics.** There are about a dozen categories to search. Who is in prison? Who is not?

Questions to Ponder

- Illegal harvesting of fish and wildlife causes significant harm to our natural resources and should be punished accordingly. Why then did it take almost 3-years to indict Mr. Yates? Why attempt to punish him so severely by indicting him under 18 U.S.C. §1519, a 20-year imprisonment statute?
- What about 18 U.S.C. § 1512(c)(1-2)? This is another 20-year imprisonment statute. Read Justice Alito's concurring opinion and decide if this statute should have been used.

- The Sarbanes-Oxley Act and related U.S. Code provisions were implemented to address corporate and accounting related fraud. Do you think it was proper to charge Mr. Yates with these specific violations? Are there other federal laws that address spoliation of evidence.
- Do you think that the FFWCC measurement forms, used to record the undersized fish at the initial boarding and inspection, were records? Would then replacing the undersized fish result in altering these record annotations?
- Mr. Yates, a working class fishing boat captain, served 30-days in jail and three years of supervised release and now carries a felony conviction. Compare that with some of the executives at Enron, WorldCom, and the lending institutions that caused the Great Recession of 2008. Now research Theranos and UBIOME, some of the Silicon Valley corporations currently under indictment or investigation for defrauding investors. Do you think the CEO's of these corporations will suffer as much as Mr. Yates? (Remember why the Sarbanes-Oxley Act was enacted.)
- Recently several high profile celebrities have been indicted for college admission cheating. Felicity Huffman, a famous actress, pleaded guilty to conspiracies involving mail and honest services frauds. Her sentence was 14-days imprisonment, of which she served 11-days. By cheating to get her child into a prestigious college, she displaced an honest, smart, hardworking student who did not get admitted. Compare and contrast the sentences of some of the celebrities and wealthy businesspersons involved in this cheating scandal with the sentence Mr. Yates' received.
- In 2013, United States Congressman Henry "Trey" Radel, representing Florida's 19th District was arrested and charged for purchasing 3.5 grams of cocaine from an undercover law enforcement agent at a Washington, D.C. restaurant. (His regular drug dealer had been arrested earlier and flipped on Congressman Radel.) In 2014, Congressman Radel was sentenced to 1-year of probation and a \$250, fine. Mr. Radel resigned from Congress, completed his probation early, paid his fine and his record was expunged. What if Mr. Radel had been an inner-city person of color, or a working class fishing boat captain. Do you think he would have received the same sentence?
- Consider the crimes of, 1) keeping undersized fish, 2) mail and wire fraud, 3) violence and the societal disintegration caused by illegal narcotics. Which of these criminal activities causes the most harm? Which of them should (have been) be punished most severely?
- What is your opinion of overcriminalization? Do you think indicting and convicting Mr. Yates was overcriminalization?

SMPA would like to thank its Sustaining Members





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