practical (and understandable) ways to protect yourself and your clients from 21st century headaches

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The Man With No Secrets -at All

Security level: 1

Profile: You're a digital exhibitionist-and an identity thief's perfect target.

Digital tech: One password to rule them all (last four of your Social Security number should do it); unsecured Wi-Fi; phone Password Lock set to Off. Social networks: Facebook. Snapchat, Pinterest, Twitter, Instagram-you name it. Privacy settings? What are those? Commerce: The more retail loyalty programs you can join, the better you like it.

You Floss Nightly—and Clear Your Web Cache

Security level: 2

Paranoi No, Realistic

Security level: 3



Welcome To the

Security level: 4 A A A

Grid, Under A Rock

Security level: 5

Profile: Sure, you know the NSA and Target are both listening in. Creepy? Sort of. You'll take precautions-but you're not giving up Scramble With Friends just to make a point. Digital tech: For Web browsing, privacy add-ons (e.g., HTTPS Everywhere, Disconnect); for email, two-step verification and strong passwords; WPAencrypted Wi-Fi.

Social networks: All networks, but with strong privacy settings and a password manager. Commerce: Amazon Prime,

baby . . . You can't give up everything.

to look up "your" account.

Profile: They laughed at your talk of government surveillance, but that was before Edward Snowden. Who's paranoid now? Digital tech: VPN (virtual private network), OTR (Off The Record) instant messaging for laptops, and Silent Circle for mobile phone calls; PGP (Pretty Good Privacy) email encryption. Social networks: Offline only-you meet your buddies at the Def Con Hacking Conference. Commerce: No loyalty cards; you give "Jenny's Number"

Profile: You're a CIA agent or democracy activist in a totalitarian state. Or maybe you just think like one. Welcome to the privacy rabbit hole. Digital tech: Air-gapped computers (meaning no Web connection) for sensitive files; burner phones; the Tor bundle with VPN. Open-source (XXX-867-5309) to store clerks

technology. Social networks: Offline only. Immediate family, trusted members of your doomsdayprepper network.

Commerce: Cash, barter in MREs . . . or bitcoins.

Profile: You don't want to worry about digital snoopingever. So you've gone offline. Digital tech: Does finger painting count? Absolutely no computers.

Social network: Other woodland creatures, your reclusive aunt.

Commerce: Cash, foraging for edible roots.





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be happiest

digital dweller.



Email

Encryption

Forensic Backups

Social Media

Sniffers

Spoliation

Cloud Computing

Data Mining

Litigation Holds

Recording (video & audio)

Hacking

Keystroke Loggers

Thumbcams

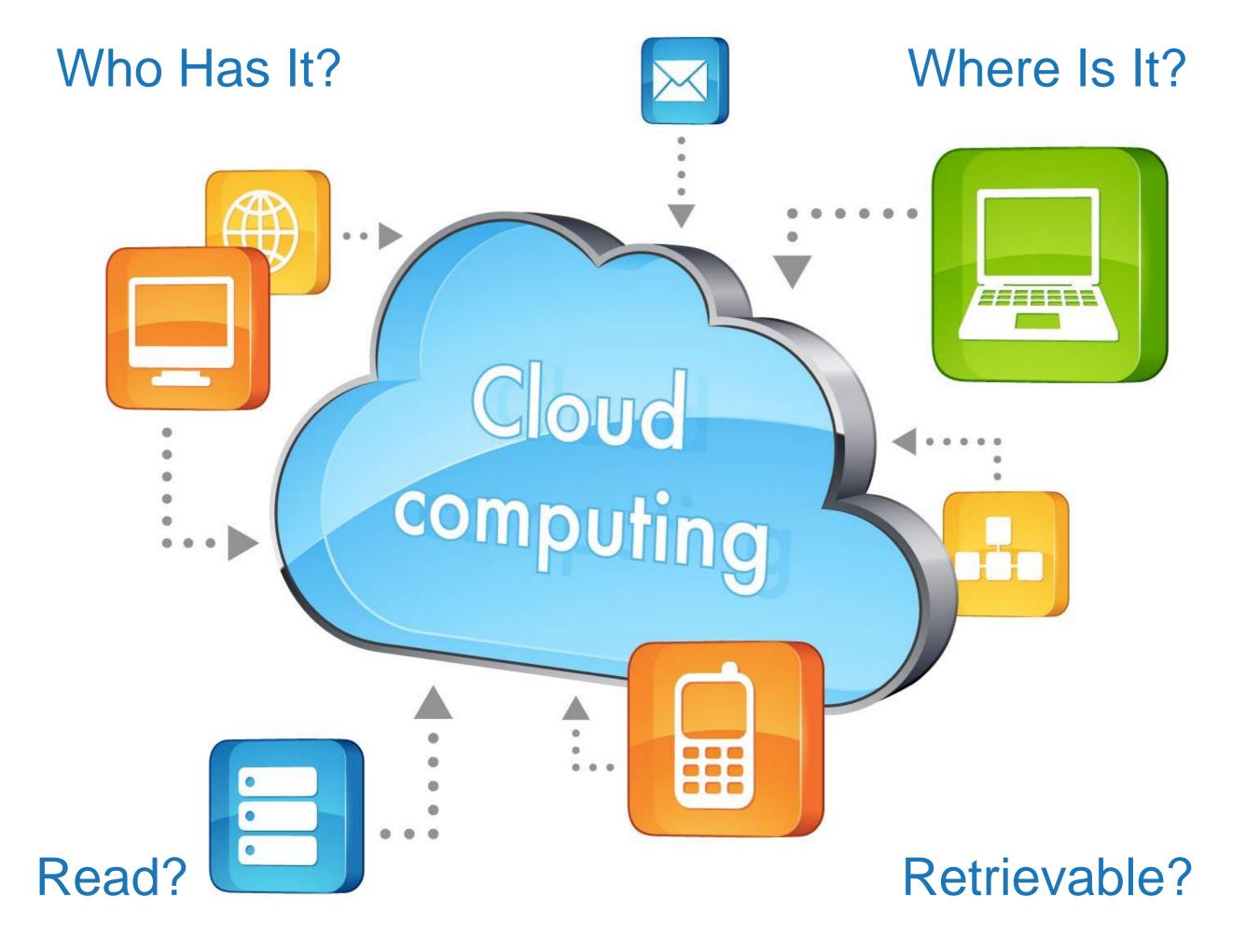
Disappearing Texts

Remote Access

Leaving Devices On

Malware

Call Spoofing





Model Rule 1.1 Comment 8

AMERICAN BAR ASSOCIATION TO maintain the requisite knowledge and skill, a lawyer should keep abreast of changes in the law and its practice, including the benefits and risks associated with relevant technology, engage in continuing study and education and comply with all continuing legal education requirements to which the lawver is subject



Competent representation includes knowledge of social media and an understanding of how it will impact the client's case including the client's credibility.

If a client's postings on social media might impact the client's legal matter, the lawyer must advise the client of the legal ramifications of existing postings, future postings, and third party comments. Advice should be given before and after the law suit is filed



California ESI

A fundamental duty of an attorney is '[t]o maintain inviolate the confidence, and at every peril to himself or herself to preserve the secrets, of his or her client...

...duty to assert the attorney-client privilege to protect confidential communications between the attorney and client which are sought in discovery...

...privileged information, of a client remain confidential and that the attorney's handling of a client's information does not result in a waiver of any confidence, privilege, or protection, is a fundamental part of an attorney's duty of competence.



Texas Disciplinary Rule 1.05

...shall not knowingly "reveal confidential information..."

Confidential information includes both privileged information and unprivileged client information

Unprivileged client information means <u>all</u> information relating to a client...

Have laon / simek security basics: 12 characters)

A strong 12-character password ± 17 years to crack

Don't use the same password everywhere

Change your passwords regularly

Do not have a file named "passwords" on your computer Change the defaults

nelson / simek security basics: Laptops should be protected with whole disk encryption – no exceptions.

Backup media should be encrypted (if online, both in transit and while stored).

Thumb drives should be encrypted.

Make sure you have a PIN for your phone.

Don't use "swiping" to protect your

nelson / simek security basics:

Make sure that you can wipe your data remotely if you lose your phone.

Use a single integrated product to deal with spam, viruses, and malware.

Encrypt Wireless networks – WPA or WPA2

Apply/install all critical software patches

nelson / simek security basics:

Don't use an XP computer or other unsupported software

Control Access

Cloud: understand your provider contract

Watch permissions requested by social media

Cyber insurance?

nelson / simek security basics:

Dispose of your date receptacles SECURELY

- Digital copier
- Computers
- Thumb drives/SD cards
- Low tech: SHRED!

Use wireless networks with great care

Use a VPN or other encrypted connection for remote access



We're updating our terms and policies and introducing Privacy Basics

Facebook <notification+m55m5gmx@facebookmail.com

Sent: Mon 11/24/2014 11:05 AM

To: Ken Raggio



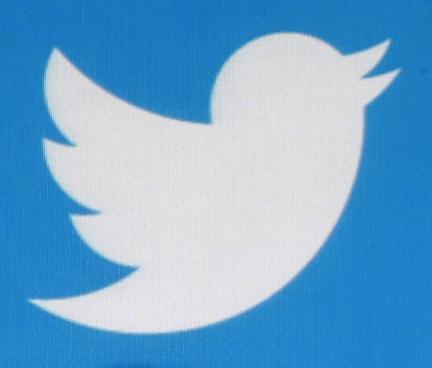


We wanted to let you know we're updating our terms and policies on January 1, 2015 and introducing Privacy Basics. You can check out the details below or on Facebook.



Over the past year, we've introduced new features and controls to help you get more out of Facebook, and listened to people who have asked us to better explain how we get and use information.

Now, with <u>Privacy Basics</u>, you'll get tips and a how-to guide for taking charge of your experience on Facebook. We're also updating our <u>terms</u>, <u>data policy</u> and <u>cookies policy</u> to reflect new features we've been working on and to make them easy to understand. And we're continuing to <u>improve ads</u> based on the apps and sites you use off Facebook and expanding your control over the ads you see.



23%











HWCKED ;





Hacking Airliners, Ships, and More Through Satellite Communications

By Max Eddy



During one of the most anticipated Black Hat presentations, IOActive's Ruben Santamarta demonstrated the numerous flaws he discovered in

P@\$\$W()RDS



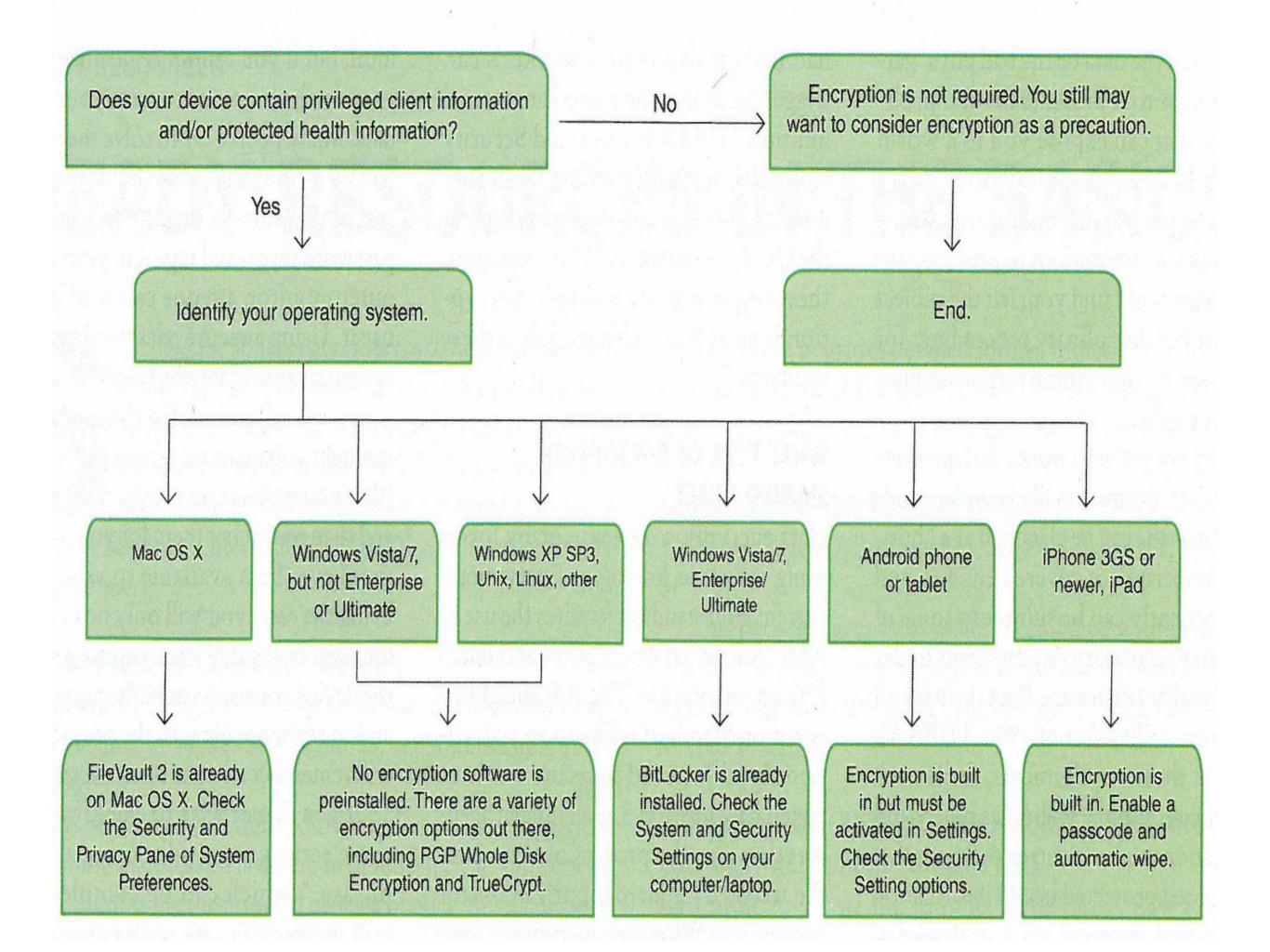


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"For Your Eyes Only" Confidential Information and The Ethics of Technology in the Law Office

FERGUSON CASE ORR PATERSON LLP

ATTORNEYS AT LAW 1050 SOUTH KIMBALL ROAD, VENTURA, CALIFORNIA 93004 PHONE: 1805) 959-9800 PACSIMILE: (905) 959-9816

HICHAEL W. CASE	DANIE L. SHAIR	JAMES & MIDERHOTT		LAUREN C. DINS	THEMAS & FERGUSO
JOHN C. DRIE	SCOTT & SANGET	MARK T. BARNET	JOHN H. ANDERSEN	ERIC A. HIRSCHEERS	1920-2011
THEODORE J. ENGLAND	WILLIAM G. SMITH	MICHAEL A. VELTROEM	REAL P. MAGNITE	LAUREN C. RAD	Of Course
JOSEPH L. STROMMAN, JR.	CHRISTOPHER M. HITAGANI	GOUGLAS M. GOLDWATER	JOHN A. HRIBAR	ANNA L. BUELIE	WILLIAM E. PATERDON
DAVID W. FREDWAY	GREGORY W. HERRING	JESOF E. CAHAL	JOSHUA S. HEPSTONE	LAME & LOPER	BANDRA M. ROBERTSON

TO: CLIENT FROM: GREGORY W. HERRING

PERSONAL INFORMATION AND PRIVACY, AND RELATED CONCERNS

Personal Information and Privacy:

Our ability to represent you depends on your providing us with complete and truthful information. We rely upon the full and complete truthfulness of the information you provide to us in formulating strategy, giving you advice and calculating the best positions to be taken. Your failure to provide us with full and complete truthful information, or withholding from us any negative information, could materially adversely affect the outcome of your case. Our ability to provide the best service on your behalf requires your continued cooperation in this regard and that you be prompt in responding to our questions and requests for information.

During the course of our representation, we will need to collect sensitive data including without limitation your personal financial information. We are committed to protecting this information.

We completely understand the need to safeguard sensitive information about you and we maintain standards and procedures designed to prevent misuse. We collect information about you only to help us protect you and your interests.

Please understand, however, that sensitive information that is required to be disclosed to the other party in litigation, or filed with the court, may then be used by anyone who comes into its possession. Please also be very clear that the content of all court filings is most probably going to be available for examination by the public, as court files are very rarely sealed.

Generally speaking, eavesdropping and recording private communications by another person is illegal. Additionally, such evidence would be inadmissible under the Family Code. I believe that these principles could reasonably be extended to the reading of private email messages and copying of electronic data.

Serious problems can also arise with other forms of surveillance, such as hidden cameras, automobile tracking and etc.

WESTLAKE VILLAGE OFFICE

GORDON D. CRUSE

CERTIFIED SPECIALIST - FAMILY LA'
BOARD OF SPECIALIZATION
STATE BAR OF CALIFORNIA

402 West Broadway

Saine 1210
SAN DIEGO, CALIFORNIA 92101-8508
TELEPHONE (619) 696-9922

INFORMATION REGARDING SOCIAL NETWORKING AND ELECTRONICS

Because the Internet could be a source of much public information about yourself, I need to know what presence, if any, you have there. Just "Googling" a name often provides valuable information and is permissible. To properly advise you, I need to know the following:

Is it in your name?			
How many such profiles do you have?			
Are they open to the public?			
What is posted?			
When was your most recent change to your social media site?			
Where else to you post your communications?			
Have you commented on articles, blogs, or pictures on other people's social media			
sites?			
u have your own website?			
If so, what is the site(s) name?			
How long have you had it?			
When did you first launch the site?			

RAGGIO & RAGGIO, PLLC



INFORMATION REGARDING SOCIAL NETWORKING AND ELECTRONICS

Because the Internet could be a source of much public information about yourself, we need to know what presence, if any, you have there. Just "Googling" a name often provides valuable information and is permissible.

Also, all of us now have much reliance upon, and information contained in, electronic devices such as computers, tablets, cell phones, and digital cameras. To properly advise you, we need to know the following:

1.	Do you have a profile on a social network like Facebook, Twitter, Linked-in, MySpace, Google
	Plus, etc.? [Y] [N]

- a. Is it in your name? [Y] [N]
- b. If not in you name, what is the name associated with the profile?
- c. How many such profiles do you have?
 d. Are they open to the public? [Y] [N]
- e. What is posted?
- When was your most recent deletion or change to each of your social media sites?
-
- Where else do you post your communications?
 Have you commented on articles, blogs, or pictures on other people's social media sites?
 - [Y] [N]
- Do you use social media software (such as X1 Social Discovery software or Archive Social software) that collects and makes a record of all entries and data (or "mines" everything) that is currently on or has been on your social media site, or would do the same on someone else's social media site? [Y] [N]
- 2. Do you have your own website? [Y] [N]
 - a. If so, what is the site(s) name?
 - When did you first launch the site?
 - d. When was your site last changed?
- 3. Do you have a blog? [Y] [N]
 - a. If so, what is the name?
 - b. What do you post there?

3316 OAK GROVE AVENUE, DALLAS, TEXAS 75204 214 880-7500 FAX 214 880-7506 WWW.RAGGIOLAW.COM KENNETH@RAGGIOLAW.COM

Short Client Consent

Electronic mail is the Firm's preferred means of communication and is often more responsive to the client's needs, but may be less secure. Client □ does or □ does not wish to communicate with Attorney via email, given the risks of inadvertent disclosure of privileged information.

Long Client Consent

ORIER H. RAGGIO (1988)
LOUISE B. RAGGIO (2011)
THOMAS L. RAGGIO +
KENNETH G. RAGGIO +
ORIER H. RAGGIO, JR.*
BARBARA G. VAN DUYNE
JEFFREY T. RAGGIO (2014)

Law Offices of

RAGGIO & RAGGIO, P.L.L.C.

3316 OAK GROVE AVENUE DALLAS, TEXAS 75204 21 4/680-7500

FAX: 214/880-7506 Wiebsite: http://www.raggiolaw.com FILLOW AMERICAN ACADEMY O MATRIMONIAL LAWYER

*CERTIFIED SPECIALISTS
FAMILY LAW
TEXAS BOARD OF
LEGAL SPECIALIZATION

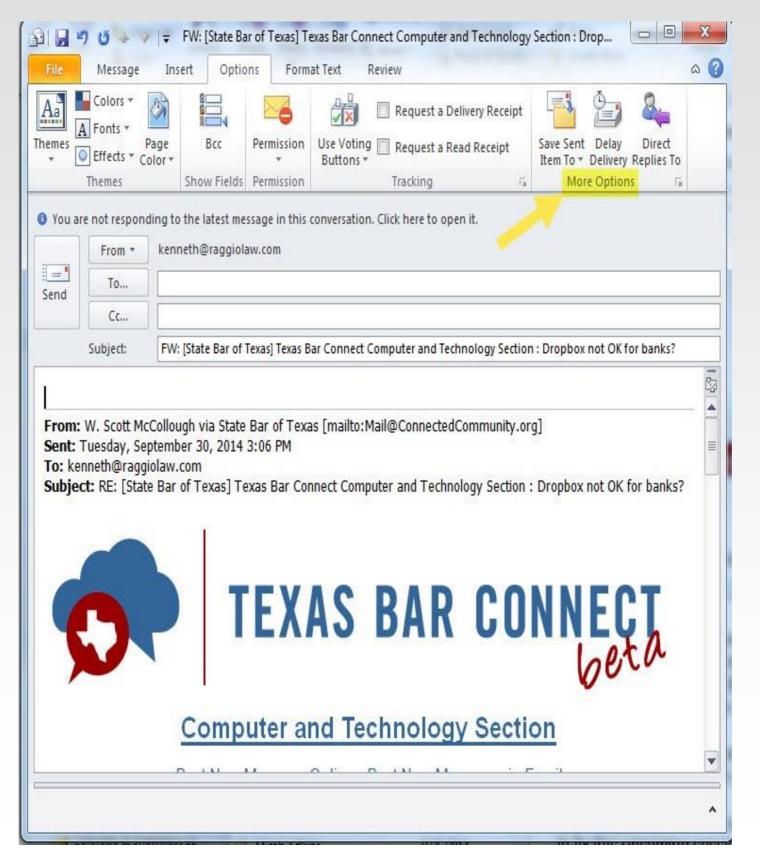
E-MAIL COMMUNICATION

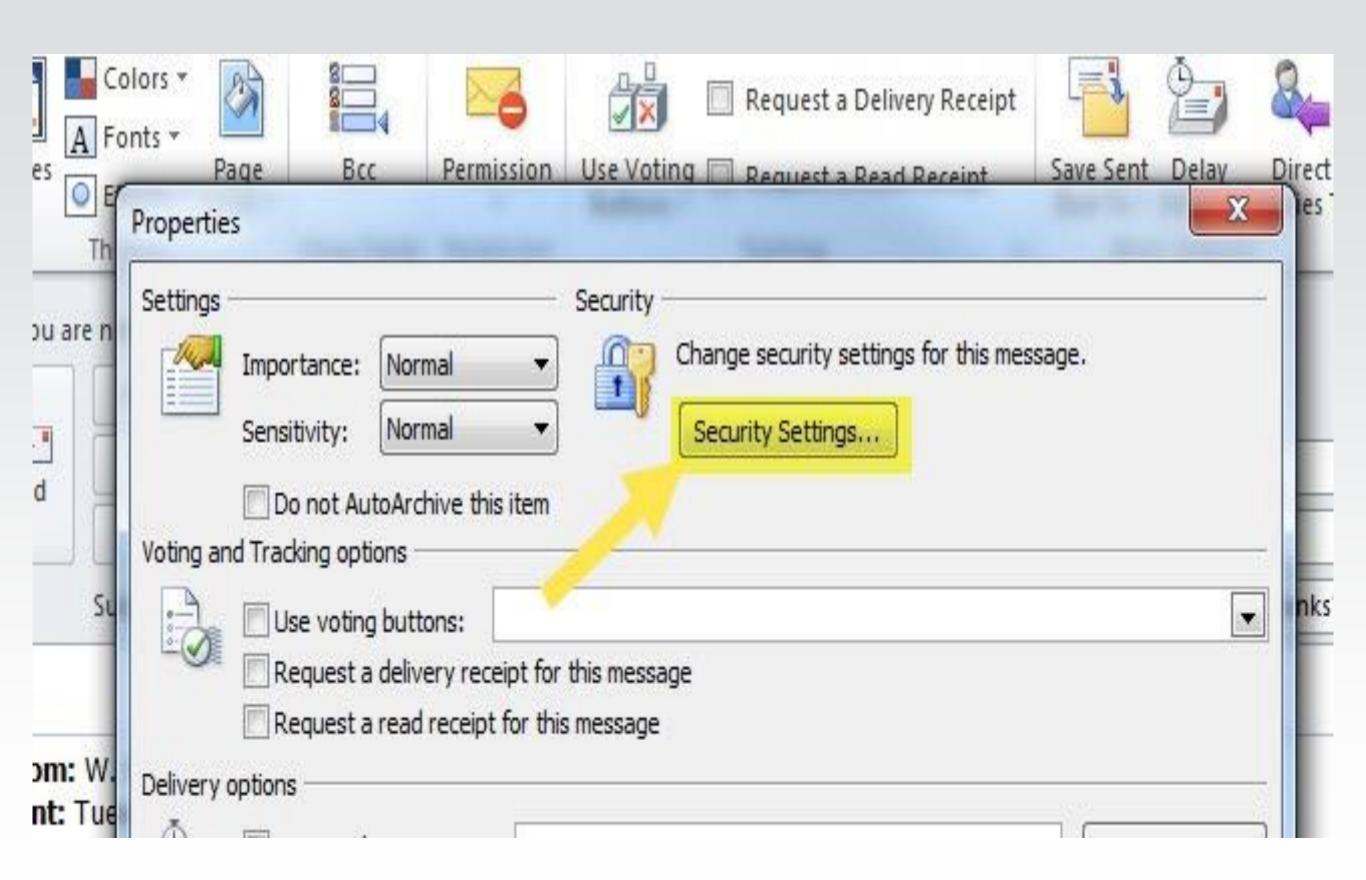
As you are undoubtedly aware, there is a danger of unintended disclosure of confidential client information when you communicate with us or we communicate with your via e-mail as a result of inadvertent dissemination of e-mails. Thus, our office has developed a policy regarding e-mails, and it is set forth below. After you read the policy, we ask that you check the appropriate box at the end of this letter, sign the acknowledgment and return it to our office.

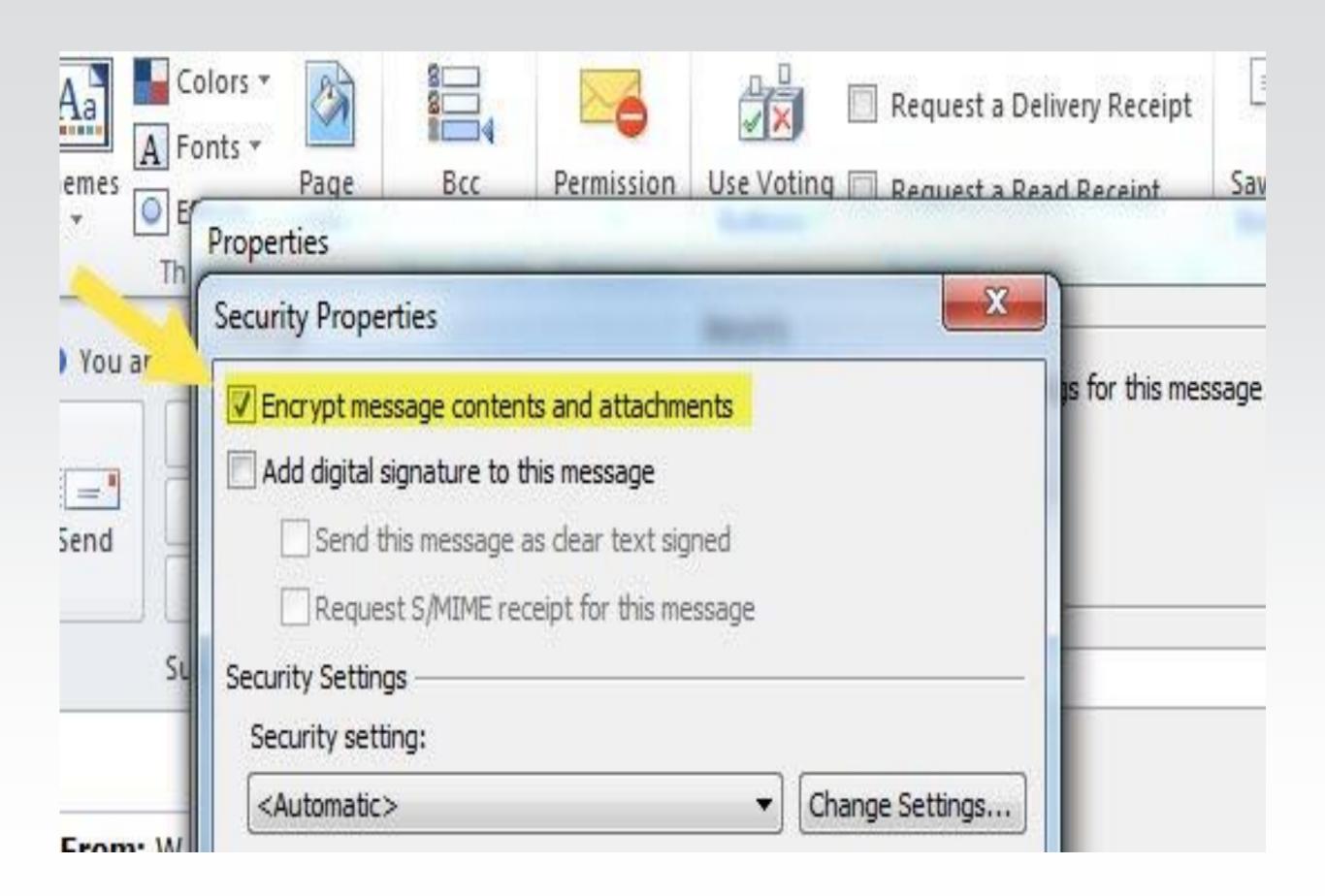
The e-mail policy of the firm is:

- No one can guarantee the security of e-mail communications. We do not employ encryption methods. Any use of e-mail is at your own risk.
- Do not send an e-mail from an address where you do not want a reply to be sent. We assume
 that, if we receive an e-mail communication from you, it is safe to send a reply message back
 to that address.

Encrypt in Outlook









Welcome to E-mail Security

You have performed an action which uses the cryptographic email features of Outlook. However, in order to use cryptographic e-mail you need a valid digital ID on your computer.

What is a Digital ID?

A digital ID gives you the ability to digitally sign messages and prove your identity to those you communicate with. Additionally, you can encrypt (scramble) your messages so that they can be read only by their intended recipients.

By clicking the 'Get Digital ID' button below, you can get a digital ID from either an external Certification Authority (for internet email), or from your Exchange Server administrator.

// Digital Certificates

Setting Up Outlook 2010 to Use Signing and Encryption Certificates

- Operating System: Windows XP, Windows Vista, Windows 7
- · Application: Outlook 2010
- 1. Make sure that you have imported your certificates into the Windows Certificate store.
- 2. Open Outlook.
- From the File menu, click the Options menu, select the Trust Center section and click the Trust Center Settings button.
- Click E-mail Security section.
- 5. Select the following options:
 - Add Digital Signature to Outgoing Messages. This option includes your signing certificate on all outgoing messages.

Another Option: Virtru

SEND

SECURE

EMAILS

When composing, turn ON
Virtru to encrypt your email.
Hit Send Secure when you are
done.





Recipients simply verify their identity to unlock and read



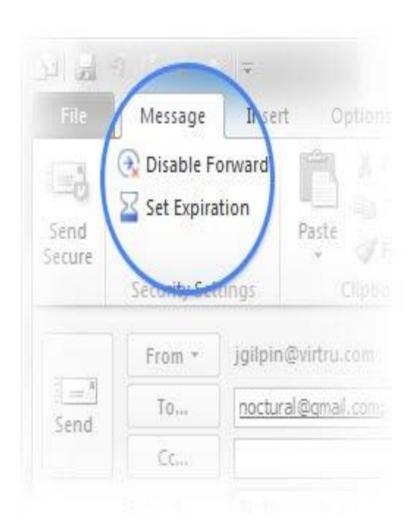
Virtru is as easy for recipients as it is for senders.

They can read your message anywhere, without installing any software. As soon as they verify their identity, they'll be able to read your messages and files.



SET SECURITY OPTIONS

Virtru gives you additional security options for greater control.

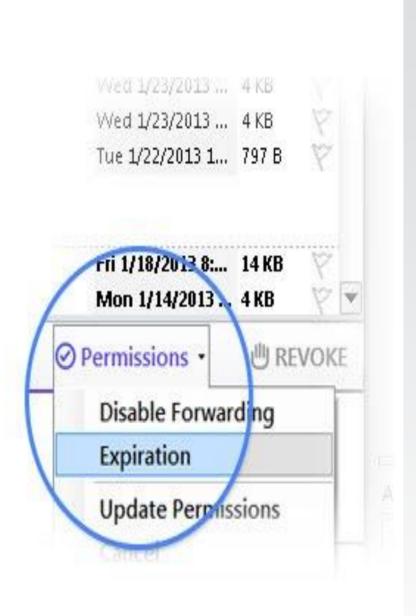






ADJUST SECURITY OPTIONS

After you've sent your email, adjust your security options, including forwarding and expiration.

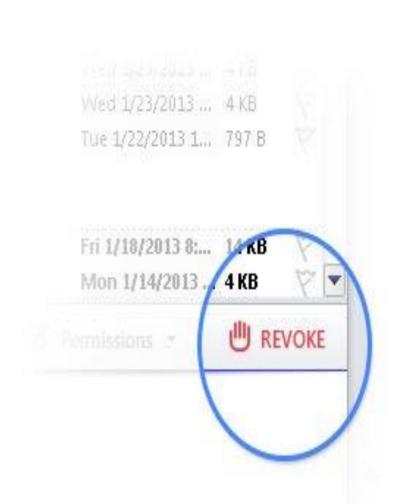






REVOKE YOUR EMAIL

Want to take it back? Just find your message in your sent items folder and click revoke.



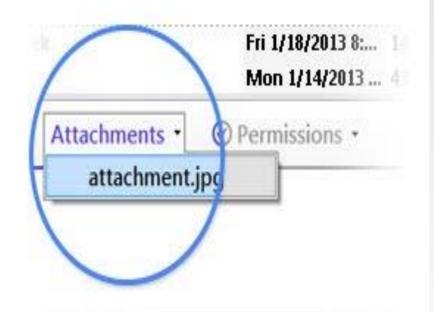




PRIVATE ATTACHMENTS

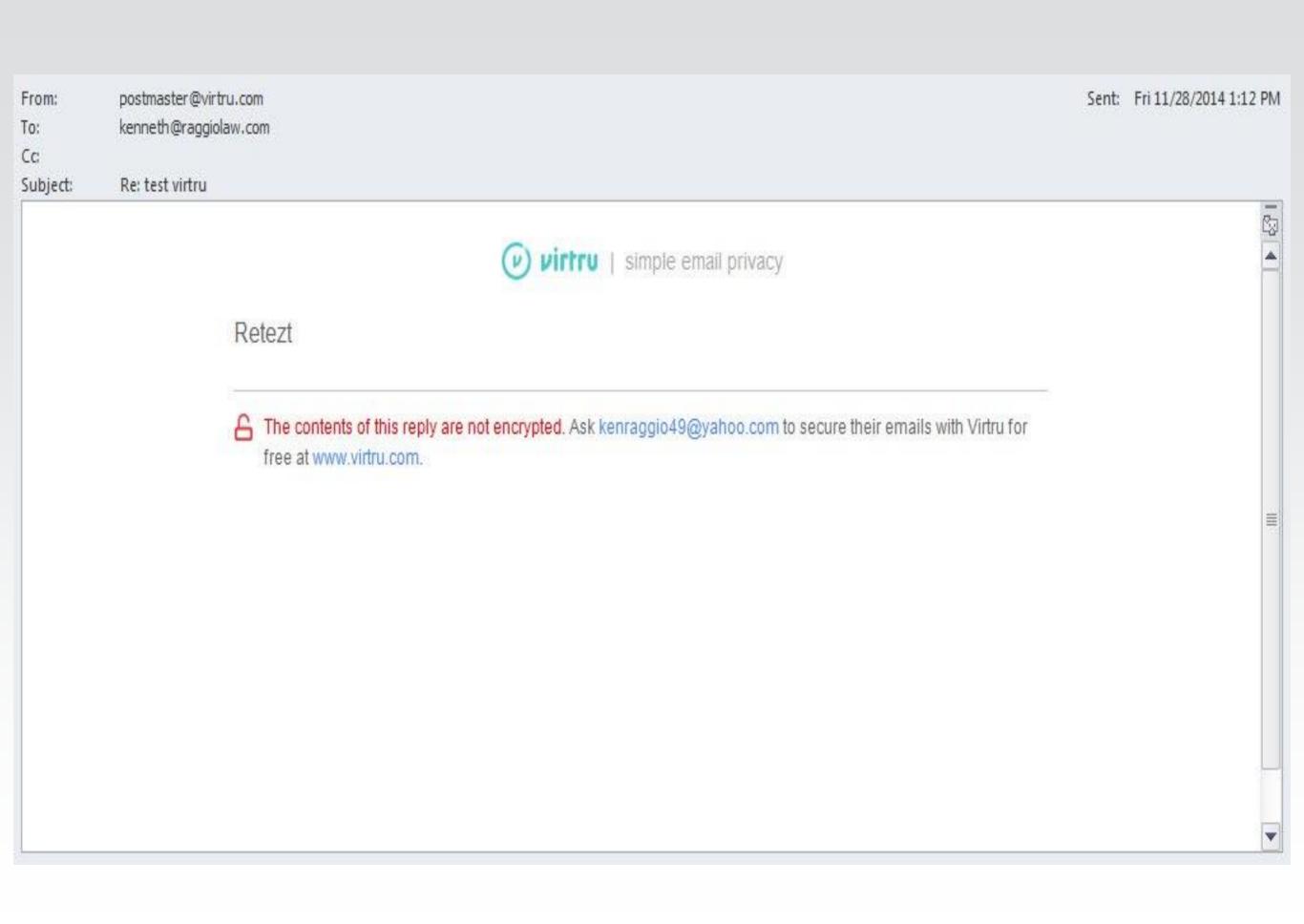
To view private
attachments, look for the
attachments dropdown,
select the file to decrypt,
then it will download to
your computer.

Wed 1/23/2013 ... 4
Tue 1/22/2013 1... 7



FINISH AND CLOSE WINDOW



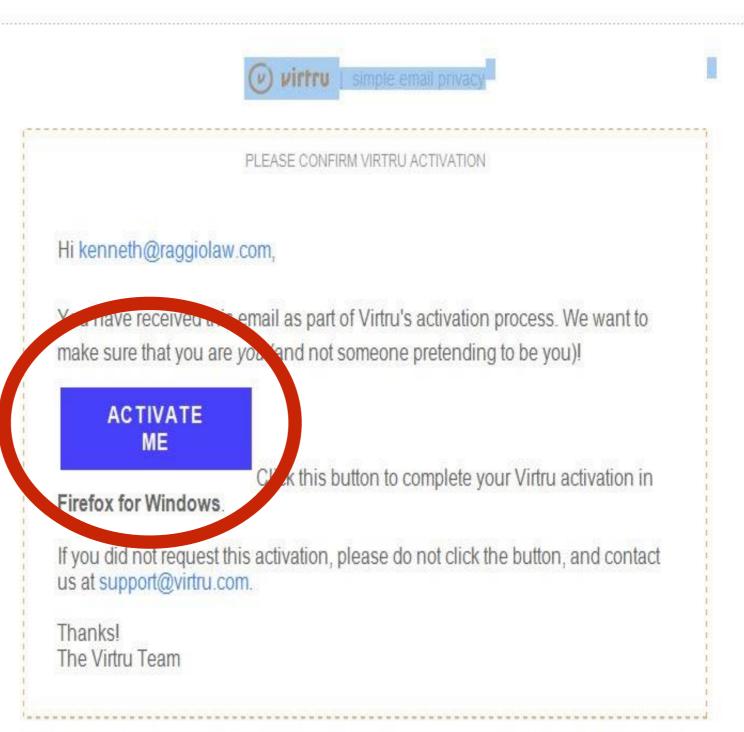


Receiving a Virtru Message

Activate Virtru in Firefox for Windows

noreply-activation@virtru.com

Sent: Mon 11/3/2014 2:42 PM
To: kenneth@raggiolaw.com



You have received this message as part of Virtru's secure email service. For more information about Virtru, please

Google Encryption

gordon@gordoncruselaw.com

Sent: Mon 11/03/2014 2:40:13 PM

To: Ken Raggio

You are reading a secure message, protected by Virtru

Dear Ken,

Here's an encrypted email and an attachment.

Gordon D. Cruse, Esq. Gordon D. Cruse, APLC 402 W. Broadway. Suite 1210 San Diego, CA 92101-8508

Phone: 619-696-9922 Fax: 619-696-0586

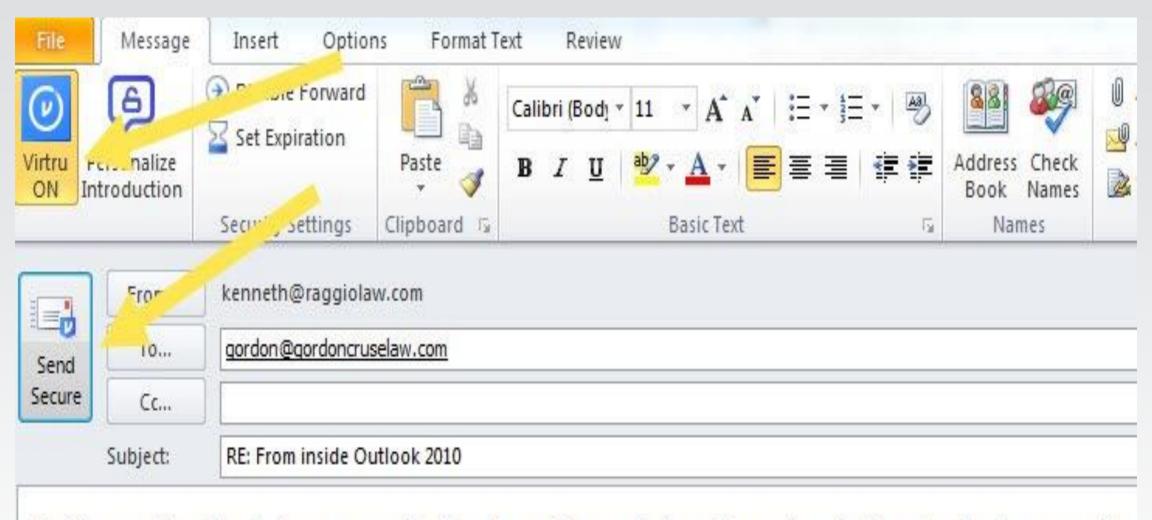
gordon@gordoncruselaw.com

www.gordoncruse.com

Certified Family Law Specialist
California State Bar Board of Legal Specialization
~ Fellow, American Academy of Matrimonial Lawyers

Gordon D. Cruse

Virtru On



And I am replying directly from my email without any reference to the virtru postmaster like when I got your email

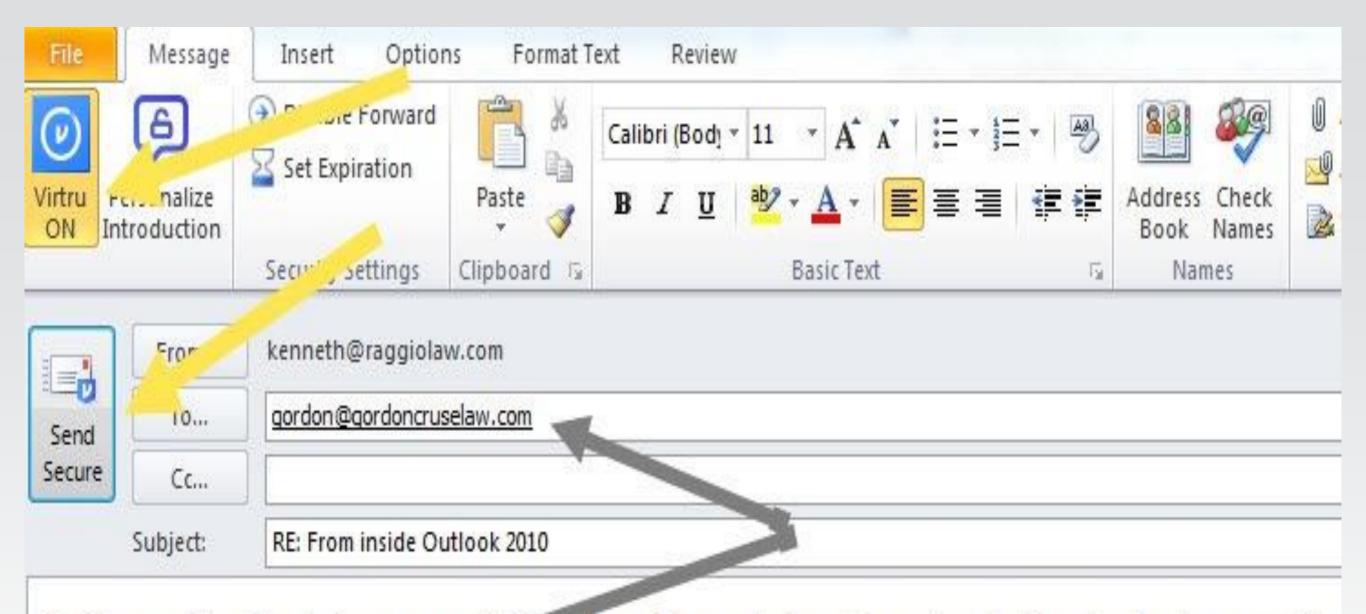
From: postmaster@virtru.com [mailto:postmaster@virtru.com]

Sent: Friday, November 28, 2014 1:29 PM

To: kenneth@raggiolaw.com

Subject: Re: From inside Outlook 2010





And I am replying directly from my email without any reference to the virtru postmaster like when I got your email

From: postmaster@virtru.com [mailto:postmaster@virtru.com]

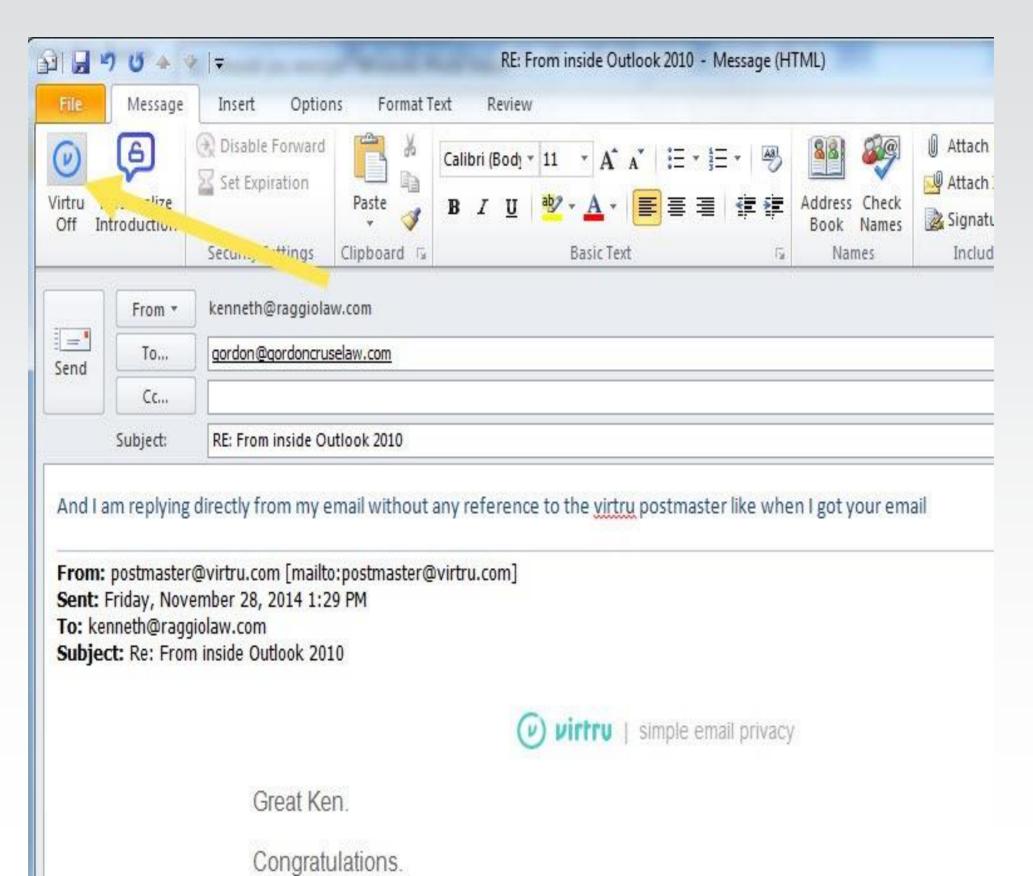
Sent: Friday, November 28, 2014 1:29 PM

To: kenneth@raggiolaw.com

Subject: Re: From inside Outlook 2010



Sending Non-Encrypted Emails



Social Media Worksheets

INSTRUCTIONS FOR COMPLETION OF YOUR SOCIAL MEDIA WORKSHEET

As you are probably aware, social media has become tremendously popular in recent years, and most people these days have Facebook, Twitter, Pinterest, Tumblr, Instagram, etc. accounts. The impact of these types of accounts can certainly be seen in Family Court cases – sometimes for the better and sometimes for the worse.

In some cases, it can be helpful to run a background search on the opposing party's social media accounts, as doing so can help uncover evidence that can be used to help prove your allegations and/ or disprove theirs. The more accurately you provide the requested information, the better chance we have of conducting a thorough search. Finding evidence like this can sometimes make a significant difference in the outcome of some cases.

We may also run a similar background search on your social media accounts as well in order to try to identify anything on your social media profiles that could be problematic for you. We understand that this type of information could potentially be embarrassing, but it is crucial that you be honest and disclose the requested information to us. Identifying and discussing problematic information now can provide an opportunity to minimize any possible damage to your case.

We believe that when you are facing or involved in a Family Court case, the best and most prudent course of action is to stop using social media accounts until your case is concluded. If you decide to ignore this advice and continue using them anyway, please <u>immediately</u> check to make sure that the privacy settings on all of your accounts are updated to provide the <u>maximum</u> protection. See <u>tiny.cc/</u>FacebookPrivacy2 for more information and be mindful of the following:

- Anything that you place onto a social media account (or allow others to place onto your account) could be used against you in your case, sometimes with devastating results.
- Remember that it is very easy for postings to be taken out of context and/or interpreted differently than the way that you may have intended. Judges don't always have the same sense of humor that you do.
- Items posted to social media accounts can sometimes survive indefinitely, many times even after you believe that they have been removed.
- Anything posted to social media accounts is subject to the discovery process and could
 possibly be found if searched for in the right place by the right person with the right tools.
- Be very careful what you communicate to your online "friends" and the manner in which you
 do so, because often times these "friends" can end up providing information to the opposing
 party behind your back.

Please fully complete each item below as accurately and with as much detail as possible. Our ability to locate this type of information is extremely dependent upon our having the correct spelling for each type of account, and one letter can make all the difference in the world. If you don't know or don't have access to certain information, please put "unknown" or "???" to identify it as something we will need to try to locate and so that we will have the opportunity to discuss with you the best way to do so. When you have completed this worksheet, every question should be answered "yes", "no", "unknown", or "???". Please feel free to attach additional sheets and information as needed.

The Stevens Firm, P.A. Social Media Worksheet Page 1 of 7

Again, we understand that the information requested in this worksheet is personal and can be potentially embarrassing to you. However, keep in mind that all information provided to our office is confidential, and we are asking these questions in order to obtain information necessary to assist us in providing the best possible representation in your case.

We have seen too many cases over the years be severely affected because someone never thought that "__x__" would be discovered or used against them. We don't want yours to become one of those, which is why we prepared this worksheet. If there is evidence out there on social media, we need to know about it and know about it now, not later. Information that leads to evidence we can use against the opposing party could help bolster your case. On the other hand, if there is information damaging to your case, we may be able to minimize its impact if we know about it now – before it's too late.

Again, we <u>strongly</u> encourage you to refrain from participating in social media sites and apps during the course of our representation. Information found on social media sites and apps is not private, can be discoverable, and if used as evidence may be potentially damaging to your interests. It is important to understand that <u>any</u> information shared with others, whether verbally, in writing (via email, text message or letter), or posted online could result in a waiver of the attorney-client privilege. In addition, you should <u>not</u> delete or remove information from any social media sites, as doing so could be considered destruction of evidence, spoliation of evidence, or obstruction of justice.

We also advise you to refrain from communicating with us on any device provided by your employer or any computer, smartphone, or other device that is shared with someone else. In addition, when communicating with us, do <u>not</u> use your work email address or a shared email account. You should <u>only</u> use a private email account that is password protected and only accessible from your own personal smartphone or computer.

If you choose to ignore our advice, you are doing so at your own risk, with the full knowledge that doing so could negatively impact your case. If you have any questions or concerns about social media and how it may affect your case, please schedule a time to meet with one of our attorneys at your earliest convenience.

I acknowledge that I have read and understand the above statements and that the information contained in this worksheet is true and accurate to the best of my knowledge.

THE STEVENS FIRM, P.A. FAMILY LAW CENTER

The Stevens Firm, P.A. Social Media Worksheet Page 7 of 7

INFORMATION ABOUT YOUR SOCIAL MEDIA USE

Do you use any type of social media account(s) now or have you ever used any such accounts in the past? Yes or No. If so, please provide the username, email address, or other identifying information for each such account that you have used or accessed:

Type of Social Media Account	Have / Had Account?		Your Account Information
Facebook	☐ Yes	□ No	
Twitter	☐ Yes	□ No	18
Instagram	☐ Yes	□ No	
SnapChat	☐ Yes	□ No	
Pinterest	☐ Yes	□ No	
LinkedIn	☐ Yes	□ No	
Flickr	☐ Yes	□ No	
YouTube	☐ Yes	□ No	
Google+	☐ Yes	□ No	
MySpace	☐ Yes	□ No	
Other:	☐ Yes	□ No	
Other:	☐ Yes	□ No	
Please use the space below to above accounts that we need			ation(s) or additional information about the cuss further with you:

The Stevens Firm, P.A. Social Media Worksheet Page 2 of 7

INFORMATION ABOUT YOUR USE OF DATING SITES/APPS

At any time during or since your relationship with the opposing party, do you use or have you used any type of "dating" website or app? **Yes or No**. If so, please provide the username, email address, or other identifying information for each such site or app and use the space below to describe the circumstances surrounding your use of same.

Have / Had Account?		Your Account Information
☐ Yes	□ No	
		mstances surrounding your usage of these know about or discuss further with you:
	Yes	Yes

The Stevens Firm, P.A. Social Media Worksheet Page 3 of 7

Who Market Marke

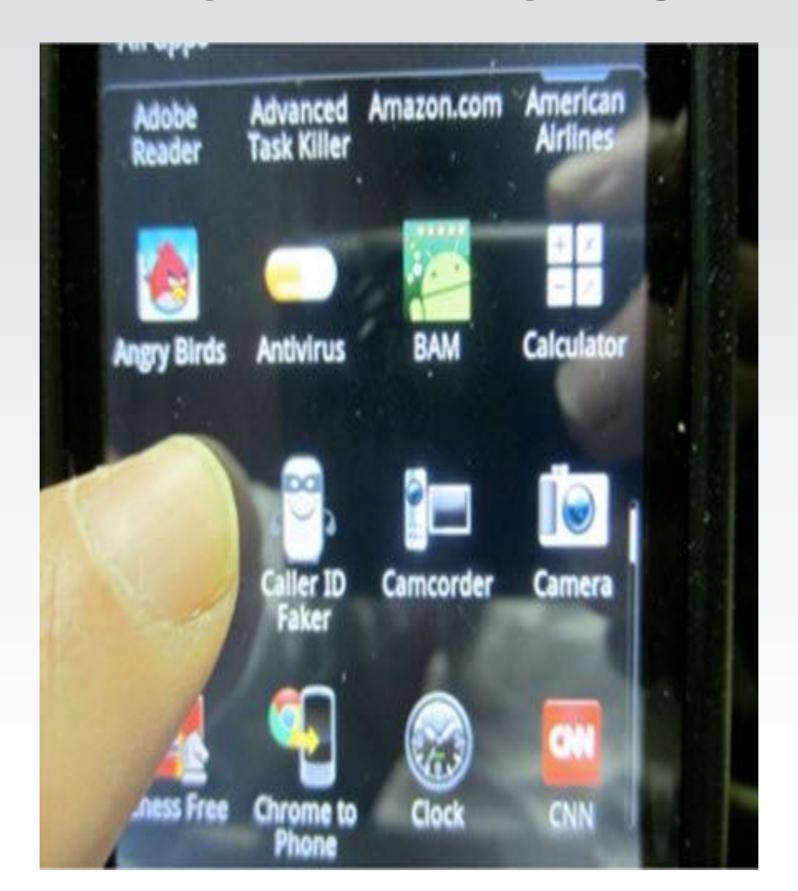
Dad uses Find My iPhone to hunt and kill thug



Call Spoofing

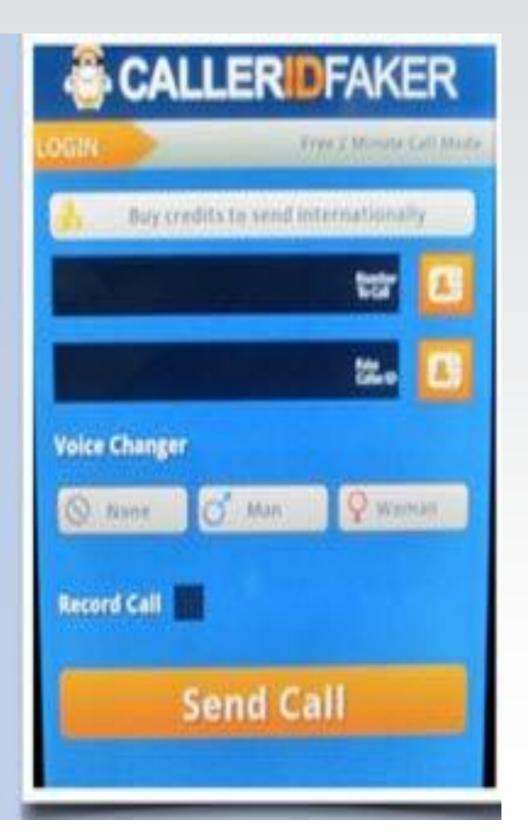


How It Works

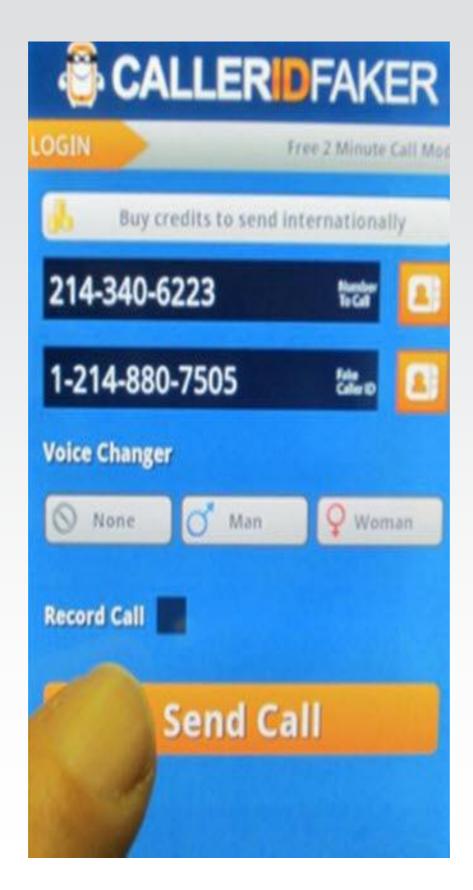


App Opens

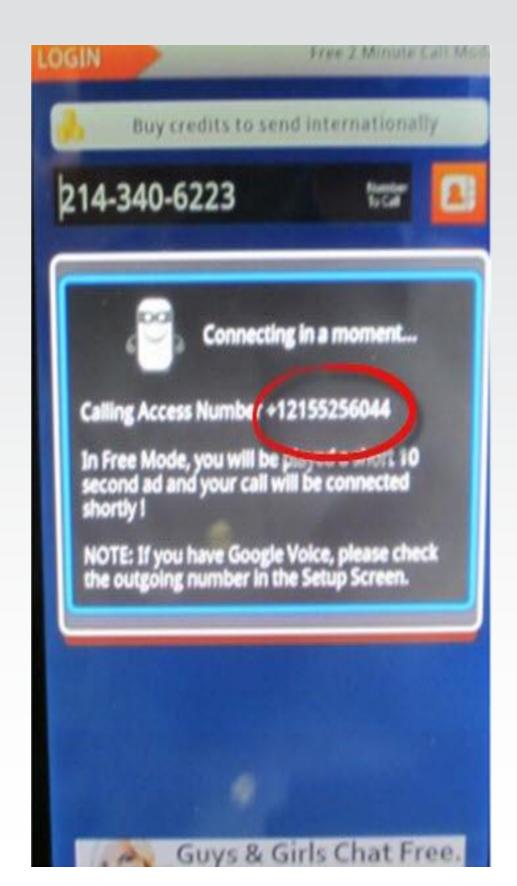




Insert Desired Numbers



Call Is Placed



Authenticity = Admissibility?

Lorraine v Markel Test

- Relevant
- Authentic
- Not hearsay
- Original or Duplicate
- Probative value v unfair prejudice

Tienda v State Tests

- ESI (emails, chats, text messages admissible when sufficiently linked to purported author
- Distinctive Characteristics to admit over denial of authenticity
 - -Nickname
 - Reference to RIP
 - Playing music from funeral

Facebook Predicate

- Friends with / follow OP
- That's how you see their page
- Is [Exhibit] a screen shot of OP's Facebook page
- Fair and accurate
- Not changed in any way
- How do you know that OP, and not someone else posted the [Exhibit]
- Any reason to doubt posting was actually made by OP

OP = Opposing Party

- 1. Educate your client from the beginning consultation about vigilance to protect their data and communications
- 2. Don't forget to mention their duty not to delete information or social media postings
- 3. Regularly remind clients of their continuing duty to preserve

- 4. Make clients aware of how easy it is to "mine" data from their social media postings
- 5. Get client's written consent to email communications
- 6. Suggest that a client do an "audit" or "sweep" of their electronic devices phones, computers, and even vehicles

- 7. Get a grip on passwords, password retention, and password changes
- 8. Turn it off when not using it. Or at least log off.
- 9. Have regular IT audits of your internal data security and backup systems
- 10. Encrypt

- 11. Fill out the Audit letter
- 12. Follow the advice you give
- 13. Know when you need an ESI expert
- 14. Know what to do if you can't afford the expert

practical (and understandable) ways to protect yourself and your clients from 21st century headaches

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