

Sample

***ReportBook of
Intake Interview Jumpstart Results***

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Statement of Confidentiality

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Introduction

This ReportBook contains the case background information collected by using the Intake Interview Jumpstart Wizard in our CaseMap case analysis software.

It is important to understand that these reports are working documents, not polished or final product. We're using them as tools to organize and analyze the critical knowledge being turned up during our investigation.

A few requests:

1. Please take a red pen to the material in these reports. Edit and improve the content.
2. On the Persons and Organizations reports, you'll find a blank Key column. Please place a check mark in the Key cell of those case players you consider the most important.
3. There's also a Key column on Fact Chronology and Document Index reports. Please place a check mark in the Key cell of those facts and documents you consider the most important.
4. On the Fact Chronology report, you'll find an empty Potential Sources column. Please use it to brainstorm about the persons or documents from which each fact can be obtained.
5. On the Document Index report, you'll find columns where information re Author(s) and Recipient(s) can be captured.

Once you've had a chance to perform the above steps, please have the additions and changes made in the CaseMap database from which this report was originally generated. Thank you!

Sample

Cast of Characters - Persons

Cast of Characters - Persons

Linked To Description: "IntakeInterview" (17 of 17)

Full Name	Role In Case	Key
Dr. Karen Albright	Treated Matt Baker when he checked himself into Lewisburg Memorial Hospital the day after the Benzene spill.	
Matt Baker	Plaintiff - Owns home bordering Zzasco Plant	
Tim Bond	Owner of Industrial Clean Up	
Allison Carney	Plaintiff - Owns home bordering Zzasco Plant	
John Emanuel	AIX Chemicals Shipping Manager	
Sue Fitzpatrick	Worked in Receiving at Zzasco Lewisburg Plant	
Frank Goodman	Zzasco Purchasing Manager	
Gary Lawson	Driver of AIX Chemicals truck that had accident causing 100+ Benzene barrels to split open.	
Mike Miner	VP Manufacturing of Zzasco	
Harold Pinkley	Owner of Rugged Shipping.	
Sara Remaltz	President of Zzasco	
Art Short	Receiving Manager at Zzasco Lewisburg Plant	
Officer Steve Thomas	First policeman on the scene following accident. Possible additional plaintiff?	
Lorie Varvaro	Nasco Safety Manager	
Dr. Chris Walsh	Treated Gary Lawson following accident.	
Jon Weiner	President of AIX Chemicals	
Larry Woloski	Managed the Zzasco plant in Lewisburg	

Sample

Cast of Characters - Organizations

Cast of Characters - Organizations

Linked To Description: "IntakeInterview" (8 of 8)

Full Name	Role In Case	Key
AIX Chemicals	Supplier of Benzene	
Bison County Fire Department	Did initial clean up	
IGC	Parent of AIX Chemical	
Industrial Clean Up	Outfit hired for clean up Benzene.	
Jones Hauling	Another Trucking company that delivers chemicals to Nasco (Involved in another accident?)	
Lewisburg Memorial Hospital	Hospital where those exposed to Benzene were taken.	
Nasco	Recipient of Benzene and accident site at Lewisburg Plant.	
Rugged Shipping	Trucking Co that shipped Benzene	

Sample

Fact Chronology

Fact Chronology

Linked To Source(s): "IntakeInterview" (13 of 13)

Date & Time	Fact Text	Potential Source(s)	Key
Thu 02/16/2006	Frank Goodman places large Benzene order with AIX Chemicals		
Fri 02/17/2006 12:?? p.m. ET	Zzasco orders loaded onto Gary Lawson's truck.		
Fri 02/17/2006 7:?? p.m. ET	Lawson stops at Triangle Tavern and has "lunch."		
Fri 02/17/2006 11:?? p.m. ET	Lawson finishes "lunch."		
Sat 02/18/2006 1:?? a.m. ET	Lawson crashes truck into guard shack at front of Zzasco Lewisburg Plant.		
Sat 02/18/2006 2:?? a.m. ET	Lawson taken to Lewisburg Memorial Hospital.		
Sat 02/18/2006 8:?? a.m. ET	Clean up of accident begins. Work is led by Bison County Fire Department. Of 200 barrels shipped, over 100 have broken open in accident.		
Sun 02/19/2006	Zzasco hires Industrial Clean Up to speed up work on Benzene removal.		
Sun 02/19/2006	Matt Baker checks himself into Lewisburg Memorial Hospital complaining of severe headaches and nausea.		
Mon 02/20/2006	Industrial Clean Up says they recovered what easily removed but that about 50 barrels worth remain in the soil.		
Wed 02/22/2006	Ms. Remaltz (President of Zzasco) and Mike Miner (VP Manufacturing) arrive in Lewisburg.		
Fri 02/24/2006	Matt Baker released from hospital.		
Tue 02/28/2006	Second round of clean up work begins.		

Sample

Document Index

Document Index

Linked To Description: "IntakeInterview" (7 of 7)

Date	Full Name	Description	Key	Author(s)	Recipient(s)
12/??/1999	Zzasco Emergency Procedures Manual	From Intake Interview			
02/??/2004	Zzasco Accident Policy	From Intake Interview			
Thu 02/16/2006	Zzasco Purchase Order	From Intake Interview			
Sat 02/18/2006 4:50 a.m. ET	Email from Art Short to Mike Miner alerting Mike to accident.	From Intake Interview			
Sat 02/18/2006 5:11 a.m. ET	Email from Mike Miner to Sara Remaltz	From Intake Interview			
Sun 02/19/2006 12:30 p.m. ET	Email from Art Short to Tim Bond requesting clean up assistance.	From Intake Interview			
Tue 02/21/2006	Industrial Clean Up Initial Report	From Intake Interview			

Sample

Client Questions

Client Questions

Linked To Question Text: "IntakeInterview" (5 of 5)

Question Text	Answer
From Intake Interview: Who's going to be assigned to our case?	
From Intake Interview: How long will it be before we have to turn documents over to you?	
From Intake Interview: We're concerned about having this case go to trial in Lewisburg. What can be done about that?	
From Intake Interview: A number of our shipping staff are complaining of headaches. What should we do?	
From Intake Interview: What information should we try to get about the time the driver spent at the Triangle Tavern?	