Missouri State Highway Patrol
Criminal Justice Information Services Division

CJIS

ANNUAL REPORT 2013

Missouri State Highway Patrol
Criminal Justice Information Services Division

VISION

By excelling as a criminal justice leader in the delivery of quality services, the Missouri State Highway Patrol will ensure Missouri is a safe place to live or visit.

MISSION

The Missouri State Highway Patrol will serve and protect all people by enforcing laws and providing services to ensure a safe and secure environment.

CORE VALUES

The Missouri State Highway Patrol believes public trust and respect must be earned and are essential to attain our vision and accomplish our mission. To maintain public trust and respect, we embrace the following values:

Integrity—Uncompromising principle; honesty; steadfast adherence to a strict ethical code.

Responsibility—Accountability; trustworthiness; use of good judgment.

Respect—Fairness without prejudice; appreciation for diversity.

Professionalism—High standards; dedicated to our mission; unified in purpose.

Compassion—Concern with human welfare; ability to appreciate feelings or emotions of others.

Resourcefulness—Creativity; the ability to be effective in difficult situations.

Character—We are committed to respecting individual dignity in all people and to providing services in a fair, consistent, and impartial manner to the best of our ability. As caring and innovative professionals, the men and women of the Missouri State Highway Patrol will strive to maintain a safe environment through a service orientated organization capable of addressing the most complex challenges that confront us.

Commitment—We are committed to providing services from knowledgeable, capable, and willing employees. We are committed to respecting each employee as an individual and for his or her role in the department. We are committed to maintaining sense of pride and camaraderie within our department and to having a workplace where employees are supportive of each other and loyal to the values and commitments of the department.

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CJIS Division Command Staff

CJIS Systems Officer
Major
Timothy P. McGrail

Commander of the Technical Services Bureau with oversight over the Criminal Justice Information Services, Information & Communications Technology, Research & Development, and Traffic Records divisions. Maj. McGrail also serves on the National Crime Prevention & Privacy Compact Council and as Chairperson of the MORPHO AFIS Users' Group.

Division Director
Captain
Larry W. Plunkett, Jr.

Oversees the Missouri Criminal History Repository, Automated Fingerprint Identification System (AFIS), MULES Access Integrity Unit, Uniform Crime Reporting Program, CJIS Audit Unit, CJIS Training Unit, Information Security Unit, and Missouri Sex Offender Registry.

CJIS Division Command Staff

Assistant Division Directors

**Lieutenant
Steven J. Frisbie**

Oversees the Operations Section which includes the Biometrics Services Unit, Criminal History Research Unit, Sex Offender Registry Unit, and Record Quality & Processing Unit.

Mr. Tim Schlueter

Oversees the Program Support Services Section which includes the CJIS Training Unit, MULES Access Integrity Unit, Information Security Unit, and CJIS Audit Unit.

**Lieutenant
Keverne L. McCollum**

Oversees the Administration Section which includes the Clerical Unit, Accounting Unit, Building & Grounds Unit, and Custodian of Records.

The CJIS Division is located on the first floor of the GHQ Annex Building, maintains the Automated Fingerprint Identification System, Computerized Criminal History System and the Sex Offender Registry, representing the Central Repository for all fingerprint-based criminal record information within the State of Missouri. CJIS also houses the Program Support Services Section, which includes the CJIS Audit Unit, CJIS Training Unit, Information Security Unit, MULES Access Integrity Unit, and the Missouri Uniform Crime Reporting Program.

The Missouri State Highway Patrol has been a repository for fingerprints and criminal records since 1934, when the Bureau of Identification was established within the Patrol. In 1987, the Criminal Records and Identification Division (CRID) was officially designated by the Missouri State Legislature as the Central Repository of criminal history records for the State of Missouri. On September 1, 2009, the Criminal Records and Identification Division's name was changed to the Criminal Justice Information Services (CJIS) Division to accurately reflect all the multifaceted services provided within the Division.

Section 43.500 RSMo requires mandatory reporting of all criminal history actions to the Central Repository for police officers, prosecutors, court clerks, and corrections facilities in Missouri. The Central Repository is the sole provider of Missouri criminal history information to the Federal Bureau of Investigation (FBI).

Custodian of Records

Lt. Keverne L. McCollum, Assistant Division Director

Pursuant to 610.023 RSMo, the Colonel of the Missouri State Highway Patrol has appointed Lieutenant Keverne McCollum to serve as the Custodian of Records on behalf of the organization.

The Custodian of Records is responsible for the dissemination of records outside the agency within the guidelines set forth by the Missouri Sunshine Law. These reports may include: incident reports, arrest reports, investigative reports, CAD reports, Alcohol Influence Reports (AIR), weigh station reports, commercial vehicle reports, statistical reports, as well as dash-cam videos and audio communications. Great care is taken to ensure that all reports that are released are open public records according to the Missouri Sunshine Law.

Records may be requested by the following methods:

- **Online:**
  Using the Public Records Request Form found at www.mshp.dps.mo.gov

- **In person:**
  Lieutenant Keverne L. McCollum,
  Custodian of Records,
  CJIS Division, Missouri State Highway Patrol,
  General Headquarters, Annex Building
  1510 East Elm Street
  Jefferson City, Missouri 65102

- **Mailed to:**
  Missouri State Highway Patrol
  Attn: Custodian of Records
  Post Office Box 9500
  Jefferson City, MO 65102-9500

- **Faxed to:** (573) 751-9382

BY THE NUMBERS

- 3,507 Requests Received

- 710 Requests Requiring Division/Troop Information

- 168 Sunshine Requests Received

- 195 Requests Receieved for Dash Cam Videos/Radio Audios

- 292 Requests Received on Average Per Month

- $4,586.98 in Fees Received

- 57 Subpoenas Received

- 68 Archive Requests Received

CUSTODIAN OF RECORDS
Phone: (573) 526-6146
Fax: (573) 751-9382

Biometric Services Unit

Holly Haarmann, CJIS Program Manager

In 1989, the Missouri State Highway Patrol implemented the states first Automated Fingerprint Identification System (AFIS) to enhance the efficiency of criminal identification and fingerprint processing. The AFIS system was purchased in 1988 from Sagem Morpho, Inc a global company that has emerged as an industry leader in defense, security, and biometrics. AFIS is a computer system that electronically searches and stores the characteristics of fingerprint patterns. Like any good computer system, it is only good as the information entered into the system. Therefore, it is extremely important for fingerprint submissions to be of the best quality possible. Quality fingerprint impressions will ensure that the ridge detail and pattern characteristics are sufficient enough to search against the AFIS database, improving the likelihood of a positive match. All tenprint submissions received at the central repository are automatically searched against the AFIS database. AFIS began with an initial database of 400,000 fingerprints. The database is now comprised of nearly 2.8 million tenprints, nearly 2 million palm print images, and in excess of 82,000 unsolved latent prints.

Biometric Services Unit

On October 6, 2011, CJIS launched Missouri's Fast ID Program. This program initiated new biometric technology and capability to the state. The Fast ID program enables an officer to identify unknown persons via a handheld mobile identification device. The mobile identification device captures the fingerprint images of the subject's index fingers and transmits them to the state AFIS system for search. The search results are returned to the officer in less than 30 seconds.

On October 26, 2012, Missouri became the 10th state in the nation to develop an interface between the state's two-finger Fast ID system and the FBI's RISC database. This interface enables two-finger Fast ID searches to also automatically search this special database which contains the fingerprint images of sex offenders, federal fugitives, immigration violators, and those on the FBI's terrorist watchlist.

On November 29, 2012, Missouri received its first hit against the RISC database. This hit resulted in the arrest of a federal fugitive. Since then, 112 RISC hits have been received on Fast ID Searches.

The Fast ID program has been widely successful from its inception. This technology has enabled officers to identify homicide victims, traffic fatality victims, unknown vehicle occupants, parole absconders, federal fugitives as well as state fugitives, as well as many other unidentified persons in a fraction of the time it would have taken using traditional identification methods.

BY THE NUMBERS

- Total Number of Transactions Processed—443,377

- Total AFIS Hits—274,402

- Statewide Latent Hits—2,444

- 2,830,731 Tenprints in AFIS

- 81,626 Latent Lifts in AFIS

- 1,834,878 Palm Prints in AFIS

- 1,892 Fast ID Searches

- 1,168 Fast ID Hits

- Fast ID Hit %—62%

- 47 RISC Hits

BIOMETRICS
Phone: (573) 526-6265
Fax: (573) 751-9382

BY THE NUMBERS

- 179,466 Records Received from Prosecutor Interfaces

- 553,649 Records Received from Court Interfaces

- 48,109 Records Received from Dept. of Corrections Interfaces

- 145,512 Court Hold Table Records

- 13,984 Prosecutor Hold Table Records

CRIMINAL HISTORY RESEARCH
Phone: (573) 526-6153 Ext. 2613
Fax: (573) 526-9925

The Criminal History Research Section serves as the liaison with the Office of State Court Administrator, the Missouri Office of Prosecution Services, and the Missouri Department of Corrections regarding criminal history interfaces and the research of missing or inaccurate criminal history information. Records that are sent through these interfaces that cannot be added electronically due to missing or non-matching information are placed in Hold Files to be researched by Criminal History Research Section staff.

Criminal history records have become a reliable source of information to the entire criminal justice community for release and sentencing decisions, officer safety, etc., and by those outside of criminal justice for decisions regarding licensing, employment, sex offenders, and the purchase of firearms. The Criminal History Research Section works to ensure that information submitted by law-enforcement, prosecutors, courts, and corrections agencies is accurate, complete, and accessible through the Computerized Criminal History (CCH) System.

Since 2003, MSHP has implemented the Court Disposition Interface between the CJIS Computerized Criminal History (CCH) System and the Office of the State Court Administrator, the Prosecutor Disposition Interface between prosecutors using the Karpel Case Management System and the CJIS Computerized Criminal History (CCH) System, the Custody interface between the Missouri Department of Corrections and the CJIS Computerized Criminal History (CCH) System, and enhancements to the Prosecutor interface allowing courts to report charges filed by sending information electronically to the CJIS Computerized Criminal History (CCH) System.

Sex Offender Registry Unit
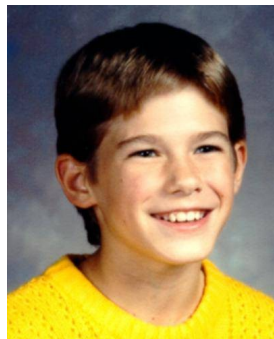
J.D. Reece, CJIS Program Manager

U.S. Department of Justice statistics show that 1 in 4 women and 1 in 6 men will experience some kind of sexual assault in their lifetime. Statistics also show that 67% of sexual assaults have victims under the age of 18.

Almost two-thirds of all sexual assaults are committed by someone known to the victim. (U.S. Department of Justice, Bureau of statistics. 2007)

Missouri implemented its own statewide Sex Offender Registration program in January 1995 in accordance to standards set by the Jacob Wetterling Crimes Against Children and Sexually Violent Offender Registration Act.

Currently, all 50 states have a registration and tracking system in place. Missouri requirements allow for the collection of DNA samples from registered offenders and then stores this information in a DNA database. This collection is performed through the Missouri State Highway Patrol's Crime Lab.

Missouri Sex Offender Community Notification System – This program allows the public to sign up for automated e-mail updates concerning sexual offenders that live, work, or go to school in their area.

BY THE NUMBERS

- 13,930 Registered Offenders
- 511 Exempt Offenders
- 4,151 Palm/Fingerprint Cards Received
- 1,341 New Offender Cards Received
- 64,673 Address Changes/90 Day Verifications
- 10,967 SOR Photo's Received
- 1,443 DOC Notifications

SEX OFFENDER REGISTRY
Phone: (573) 526-6348
Or 888-SOR-MSHP (888-767-6747)
Fax: (573) 526-9925
E-mail: mosor@mshp.dps.mo.gov

Criminal Background Check Processing Unit

Kerry Creach, CJIS Program Manager

Missouri criminal history records are created when a subject is arrested and fingerprinted. The Criminal Background Check Processing Unit reviews all state criminal histories for completeness and accuracy, prompted by a name search or fingerprint background check. Contacts are made with correctional facilities, state and municipal courts, state and city prosecuting attorneys, and law enforcement agencies to update and verify the contents of the Missouri rap sheets.

Background check requests are available in two forms: 1) A personal identifier or name-based search which searches information based on the name, date of birth, and social security number of an individual; and 2) Fingerprint search.

The Personal Identifier Search requires that a Criminal Record Check form be completed with a payment of $10.00 per request. The background check results are considered a *"possible match"* and will include only open records. **Open record** information includes (1) records containing convictions, such as plead guilty to, or convicted of, (2) arrest information that is less than 30 days old from the date of arrest, (3) prosecutor filed charges awaiting final disposition from the court, and (4) records that contain a suspended imposition of sentence (SIS) during the probation period.

A request for personal identifier search may be completed online through the **Missouri Automated Criminal History Site (MACHS)** at www.machs.mo.gov or by mail. The **MACHS Name Search Portal** allows any member of the public to request and receive personal identifier (name-based) criminal records checks online. The fee for each personal identifier search through MACHS is $11.00, plus a small convenience fee. The turn-around times is same day service to 7 business days. Request made through the mail are typically processed within 2 weeks.

A Fingerprint Based Search requires a completed applicant fingerprint card (FD-258). The state fingerprint fee is $20.00 per request, with the exception of conceal-carry weapons permits pursuant to Section 571.101 RSMo, and the Department of Social Services for foster care placement, pursuant to Section 210.487 RSMo, which are $14.00 per request. The results of a fingerprint-based background check are considered a *"positive match"* and will provide closed or complete records for the requesting individual or qualified entity. **Closed record** information includes (1) all criminal history data, including all arrests (filed or not filed charges), (2) charges that have been nolle prossed, dismissed, or found not guilty in a court of law, and (3) will include any SIS after the probation period is complete.

Applicants may contact Cogent, the Missouri contracted fingerprint vendor, for assistance at 1-877-862-2425 with all

electronic fingerprint submissions. If an agency chooses to collect fingerprints from the applicant through the manual ink process (FD-258), they may mail the completed applicant fingerprint card to Cogent for electronic submission to the MSHP, which may expedite the processing time. Individuals needing to be fingerprinted through Cogent must pre-register through the **MACHS Fingerprint Search Portal** online using a 4-digit registration code at www.machs.mo.gov

Cogent's service fee is $8.30 per applicant. Therefore, a state background check using Cogent will cost $28.30 per applicant ($20.00 + $8.30) and a state and federal background check (for authorized entities) will cost $44.80 per applicant ($20.00 + $16.50 + $8.30).

Processing time for fingerprint-based search requests received by mail is approximately 3-4 weeks. The processing time for a fingerprint-based background search received electronically is generally seven to ten business days and the results of the background check will be mailed to the qualified entity or applicant.

The CJIS Division also manages the **Missouri Volunteer and Employee Criminal History Service (MOVECHS)**. MOVECHS was developed to help protect children, elderly, and persons with disabilities by enabling qualified entities access to Missouri open and closed criminal history record information and national (FBI) criminal history record information with the submission of fingerprints and a waiver statement on current and prospective applicants, employees and volunteers through the MSHP.

To participate in MOVECHS, the business or entity must provide some type of care, treatment, education, training, instruction, supervision, recreation or care placement services for children, the elderly, or persons with disabilities. Public and private agencies that meet the qualifications to enroll may enter the program in order to obtain state and federal background checks on prospective employees and volunteers, thus allowing the business owner or entity director to make sound hiring decisions. For program consideration, entities must submit a completed application and User Agreement.

BY THE NUMBERS

- Applicant Fingerprints Received:
  - Livescan—157,586
  - Cardscan—29,453
- Name Checks Received:
  - Mail/In-Person—113,706
  - Via MACHS—580,059

CRIMINAL BACKGROUND CHECK PROCESSING

MACHS PROGRAM
E-mail: machs@mshp.dps.mo.gov

MOVECHS PROGRAM
E-mail: MOVECHS@mshp.dps.mo.gov

Phone: (573) 526-6153
Fax: (573) 526-9925

Non-Criminal Justice Audit Unit

Kerry Creach, CJIS Program Manager

The CJIS Noncriminal Justice Access and Audit (NCJAA) Unit is responsible for conducting all noncriminal justice compliance audits mandated by the FBI CJIS Division for the regulation of FBI and MSHP CJIS Policy and procedures. The NCJAA Unit maintains and monitors a triennial auditing system that is based on a compliance risk assessment and is designed to detect intentional or unintentional regulatory compliance violations pertaining to the access, usage, dissemination, security, maintenance, retention and destruction of criminal history record information (CHRI). The NCJAA Unit staff takes all reasonable steps to respond appropriately to violations that have been detected and to prevent future similar occurrences, including

making any necessary modifications to the compliance program.

The Noncriminal Justice Policy Compliance Reviews (PCRs) are conducted at agencies which are authorized by federal or state statutes to

run fingerprint-based background checks for non-criminal justice purposes. These purposes encompass fingerprint background checks for employment, licensing, adoptions, guardians, conservators, housing assistance applications, emergency placements of

Non-Criminal Justice Audit Unit

children, carry and conceal weapons permits and individuals with access to children, the elderly and people with disabilities.

There were eleven (11) Noncriminal Justice FBI approved ORI's for the year 2013. Any agency seeking an ORI for a noncriminal justice purpose is required to provide documentation of their authority to request an ORI from the FBI. A letter, along with the necessary documentation, is provided to the state identification bureau to be forwarded to the FBI for approval.

Eighty (80) agencies were approved under the Missouri Volunteer and Employee Criminal History System (MoVECHS) during 2013. Each agency is required to submit an application and a signed User Agreement for approval prior to receiving access to submit fingerprints

for the purpose of screening applicants.

In accordance with the Criminal Justice Information Services (CJIS) Security Policy, Version 5.2, section 5.1.1.6, all agencies having access to criminal history record information must enter into a noncriminal justice agency (NCJA) user agreement. A Noncriminal Justice Agency User Agreement is required between the MSHP and all agencies that have been authorized to request noncriminal justice fingerprint-based background checks pursuant to federal law or state statute.

BY THE NUMBERS

- 174 Policy Compliance Reviews:

  110 MoVECHS

  3 State Agencies

  1 CCW

  28 Purpose Code X

  19 Mental Health

  1 Housing Authorities

  7 Local Government

  2 Public Schools

  3 Courts

Non-Criminal Justice Audit Unit
Phone: (573) 526-6153
Fax: (573) 526-6290

CJIS Training Unit

Theresa Huhn, CJIS Program Manager

The MULES training unit was formed in 2008 in order to consolidate all MULES functions into the CJIS division. There are 7 trainers, located at Troop A, C, D, F, G, H, and Q.

The MULES training unit is responsible for initial certification for all new users to the system, who undergo up to 3 1/2 days of certification training. Training consists of legal and policy issues in addition to functional and transaction-based training. All training is performed in a combination of hands-on and lecture format, utilizing dedicated training computers assigned to each trainer.

In addition to full certification, many different types of classes are provided, including:
- MULES Inquiry
- MULES DOC Certification
- MULES Recertification
- MULES/4 Interface
- MULES MDT Certification
- MSHP Recruit
- MSHP Radio Academy
- Terminal Agency Coordinator

During 2011, users transitioned to the new MULES 4 interface. Between May and December, 2011, almost 1,700 users were provided orientation training on the new software.

Since 2008, the unit has hosted over 10,000 MULES users in various classes. Representatives from the training unit regularly attend and present at professional conferences, such as the annual MOAPCO/MONENA and Police Clerk's conferences.

MULES users consist of employees from criminal justice agencies, including Police Departments, Sheriff's Offices, Department of Corrections and Probation and Parole, Prosecuting Attorney's offices, juvenile justice agencies, private supervision agencies, and other state and Federal entities. There are approximately 9,600 MULES users.

The MULES Training unit undertook new training programs geared specifically to REJIS users in 2013. Trainers in the St. Louis and Kansas City areas held classes to certify and re-certify all REJIS users. This new training consisted of 21 classes held in addition to the normal classes held for non-REJIS MULES users. These classes will be ongoing.

The Criminal History Improvement (CHIP) Unit held 72 trainings with 1,443 attendees during 2013. The trainings consisted of: 8 Ink Fingerprinting, 19 Livescan Certification, 12 Criminal History Reporting, 8 Livescan Instructor Certification, and 7 RAP Sheet. There were 300 Livescan Certification trainings held by law enforcement agencies throughout the state with 1,389 attendees as part of the Highway Patrol's Livescan Administrator Train the Trainer Course.

In 2013, Livescan Site Administrator Recertification training was created to ensure accurate information was being taught within each agency. There were 16 trainings held with 319 attendees.

CJIS Training Unit

The Training Unit wrapped up 2013 with the implementation of the new ELSA livescan device. An informational video was created and deployed to each agency receiving the new device, along with being posted on the CJIS Launch Pad.

Since September 11, 2001, law enforcement professionals have seen the need for information sharing to combat terrorism as well as in their jurisdiction. The **Missouri Data Exchange (MoDEx)** is a statewide information sharing data warehouse developed to provide that service to Missouri law enforcement agencies.

MoDEx interfaces with the Law Enforcement National Data Exchange (N-DEx), a nationwide data sharing initiative administered by the Federal Bureau of Investigation. In addition to Missouri's 50 million records, N-DEx provides free and immediate access to over 200 million local, state, tribal and federal incident/case reports, incarceration data, computer-aided dispatch, photos, citations, collisions, probation, and parole reports.

From most internet browsers, N-DEx users are able to detect relationships between people, events, property and locations; share valuable case information in a secure real-time environment; use advanced analytical tools to graphically depict investigations and identify "hot spots" of criminal activity; and receive notification when new records of interest enter the system or when another user searches similar interests.

Agencies access MoDEx data via N-DEx through the FBI's Law Enforcement Online (LEO) portal and attend statewide training conducted by the CJIS Training Unit.

BY THE NUMBERS

- 338 MULES Training Sessions

- 5,325 MULES People Trained

- 24 MoDEx Training Sessions

- 339 MoDEx People Trained

- 1,513 MoDEx Users Registered

- 176 MoDEx Agencies Registered

- 117 MoDEx Agencies Sharing Information

CJIS Training Unit
Phone: (573) 526-6141
Fax: (573) 526-6290

MoDEx PROGRAM
Phone: (573) 526-6153
Fax: (573) 526-6290
E-mail: MoDEx@mshp.dps.mo.gov

MULES Access Integrity Unit

Theresa Huhn, CJIS Program Manager

BY THE NUMBERS

- 6,439 Terminal Operators Processed

- 203,372 Wanted/Missing Person Records Reviewed

- 427,874 Quality Control Terminal Transactions

- 16,489 Quality Control / Administrative Messages Sent

- 71,737 NCIC / In-State Locates Received

MULES ACCESS INTEGRITY
Phone: (573) 526-6141
Fax: (573) 526-6290

The Access and Integrity Unit (AIU) is responsible for ensuring the accuracy, completeness, and timeliness of all wanted/stolen/missing entries into the MULES. Qualified records are then forwarded to the FBI's NCIC system.

Missouri criminal justice agencies can enter or query upon local ordinance warrants, statewide wanted persons, missing persons, stolen boats, stolen and towed vehicles, stolen parts, stolen and missing license plates, and other investigatory information in MULES.

Every day, AIU staff manually review hundreds of entries, research missing data, and provide agencies with information to ensure compliance with federal and state guidelines.

Additional duties, as mandated by the FBI, are to ensure that annual record validations are completed to maintain the integrity of the data in the system. This encompasses the processing and maintenance of all ORI (Originating Agency Identifier) and terminal assignments within the state of Missouri.

Information Security Unit

Patrick Woods, Information Security Officer

The CJIS Information Security Unit (ISU) was created in July 2010. The Unit consists of the State Information Security Officer, two Computer Information Technology Specialists and a CJIS Specialist. The unit is responsible for implementing the FBI's CJIS Security Policy at the Missouri State Highway Patrol as well as monitoring its implementation at all criminal justice and civil agencies in Missouri that have access to the CJIS network.

The ISU developed a technical security audit and performs on-site audits of agencies that have access to the CJIS network. The unit also provides guidance to agencies on how to implement technology in order to be compliant with CJIS Security Policy.

The ISU provides information security training at the Patrol. The unit also provides training upon request at conferences and other venues. The training is provided at no cost and covers the topics that are required by the CJIS Security Policy.

The ISU performs log file scans for agencies upon request. The log scans can be used in criminal investigations and are also performed to monitor misuse of CJIS systems.

All system access forms are processed by the Security unit. These forms are verified for accuracy and for validation of the correct level of access. The unit is also responsible for auditing users on a yearly basis in order to verify user access.

MULES license keys and terminal ids are managed through the ISU. In order to access the MULES 4 system, agencies must have a valid terminal ID and license key for the MULES software. The ISU ensures that these keys and terminals are assigned only to qualified criminal justice agencies.

BY THE NUMBERS

- 278 Log Scans Performed

- 2,600+ Access Request Forms Processed

- 647 Helpdesk Tickets Completed

- 580 MULES 4 License Keys Issued

INFORMATION SECURITY
Phone: (573) 522-3899
Fax: (573) 526-6290

CJIS Audit Unit

Kyle Comer, CJIS Program Manager

The CJIS Audit Unit consists of a CJIS Program Manager, 2 CJIS Specialists, and 8 CJIS Auditor/Trainers headquartered throughout the state in Jefferson City, St. Louis, St. Charles, Kansas City, Springfield, Poplar Bluff, and Willow Springs.

The CJIS Audit Unit is responsible for conducting all criminal justice compliance audits mandated by the FBI CJIS Division. Every criminal justice agency accessing sensitive data from the FBI's National Crime Information Center (NCIC) via MULES or REJIS, and/or every law enforcement agency submitting Uniform Crime Reporting (UCR) data, and/or every law enforcement agency that accesses the FBI National Data Exchange (N-DEx) receives one comprehensive CJIS Systems Audit every 3 years.

The CJIS Systems Audit is comprised of 3 subsections. The MULES/REJIS Policy Compliance Review (PCR) consists of an on-site evaluation of each agency's compliance with FBI CJIS Security Policy, the NCIC Operations Manual, and the MULES Policies & Procedures Manual. Topics covered involve operator training, operator screenings, record entry and validation, access to and dissemination of criminal history records, physical security of the terminals, and misuse of official information.

The UCR Quality Assurance Review (QAR) consists of verification of all submitted UCR data, data quality review of randomly selected incident reports, a check on the timeliness of the reporting of monthly incident data, and an acknowledgement of current FBI UCR procedures on classification and scoring.

The N-DEx Policy Compliance Review (PCR) consists of verification of access authorization, user background checks, user training, dissemination, storage/disposal, and use of the data as lead law enforcement intelligence information only.

Missouri UCR Program

Kyle Comer, CJIS Program Manager

The CJIS Audit Unit also manages the Missouri Uniform Crime Reporting (MoUCR) Program. The FBI's National UCR Program is a nationwide, statistical effort of nearly 17,000 city, county, and state law enforcement agencies voluntarily reporting data on all crimes brought to their attention.

In 2001, Missouri instituted mandatory UCR reporting pursuant to 43.505 RSMo. Every law enforcement agency in the State has since been required to report crime data monthly to the MSHP. The MoUCR Program creates and maintains computer files of the Missouri UCR data and supplies information not only to the FBI for use in national crime statistics, but also to local agencies, organizations, and educational institutions. Additionally, the MoUCR Program is responsible for conducting all training of participating law enforcement agencies.

The MoUCR Program is responsible for reviewing, approving, and analyzing all statewide UCR data. This data on reported criminal offenses, individual arrests, and stolen property is then forwarded to the FBI CJIS Division. Each year the FBI uses this data, along with data reported by other states, to publish *Crime in the United States*. Missouri UCR Data is also provided to the Missouri Statistical Analysis Center (MoSAC) for their annual *Crime in Missouri* publication.

The MoUCR Program is responsible for compiling the annual *Domestic Violence-Related Homicide Report* for the Governor's Office, as well as publishing the new annual *Missouri Hate Crime Report*. The MoUCR Program also takes pride in making all reported UCR data, broken down by state/county/local/campus jurisdictions, open to the public via an online MoUCR Statistical Query.

BY THE NUMBERS

- 322 Total CJIS Systems Audits

- 200 MULES & 266 UCR Audits

- 10,482 Summary Reports Manually Processed

- 137 IBR Reports Processed

- 458 UCR Web Registrations Processed

- 367 UCR/IBR Students Trained

- 70 Students Trained during 1-on-1 UCR agency visits

CJIS Audit Unit
Phone: (573) 526-6278
Fax: (573) 526-6290
E-mail: ucr@mshp.dps.mo.gov

Division Accomplishments:

- The CJIS Division hosted their first statewide conference since 2009, covering topics such as MULES, UCR, Criminal History, Fingerprinting/Biometrics, Background Checks, IT Security, N-DEx, Homeland Security, and CJIS Audits. 336 Attendees from 69 different agencies attended the CJIS Conference.
- Missouri became a National Fingerprint File (NFF) state. In turn, the MSHP will serve as an index-pointer for providing records from the FBI's Interstate Identification Index (III) to criminal and non-criminal justice requestors.
- MoDEx began the process of migrating from the initial search tool used to query MoDEx records, and began ingesting mirrored data to the Law Enforcement National Data Exchange (N-DEx). Upon completion, N-DEx will provide users access to Missouri's over 50 million records, as well as the 200 million records from across the nation. The same records and advanced analytical tools that MoDEx users have come to rely on will all be retained in N-DEx, in real time, and available at no cost via most internet browsers.
- The AFIS system was successfully interfaced with Cole County's ABIS system, in order to assist Cole County with the storage of iris images and the compilation of their iris database.
- Several modifications were made to the livescan software, in order to help reduce errors and make the livescan more user-friendly. Modifications included: mapping the Reason Fingerprinted field to the Record Type field via the addition of a dropdown box, and configuration for the transmission of two ORIs on a single submission utilizing the same Record Type.
- The MoUCR Program published its third *Missouri Hate Crime Report* and published an updated *MIBRS Technical Specifications Manual, State Agency UCR Manual*, and *Missouri Supplement to the FBI UCR Handbook*.
- The CJIS Audit Unit began a revised, paperless statewide criminal justice audit cycle to include a single compliance audit of any criminal justice agencies accessing MULES, N-DEx, and submitting UCR.
- The MoUCR Program began collecting crime data on Human Trafficking investigations and Purchasing Prostitution arrests from state, county, & local law enforcement.
- The MoUCR Program implemented the FBI National UCR Program's new expanded and gender-neutral definition of rape and revised definitions of other sex offenses.
- The MoUCR Program began collecting ethnicity data on arrestees and revised hate crime bias motivation categories.
- The MSHP continued to rollout Fast ID capability to agencies throughout the state of Missouri.
- The CJIS Division participated in the FBI's Facial Recognition Pilot in conjunction with KCPD, at the invitation of the FBI.
- The CJIS Division initiated reciprocal search capability via an interface with the Kansas Bureau of Investigation (KBI). This interface will allow tenprints and latent prints to be searched through the KBI AFIS database with the results returned to Missouri AFIS Users.
- The CJIS Division implemented Phase II of the MACHS Website. This allows for enrolled agencies to have applicant fingerprints transmitted electronically, via contracted fingerprinting vendor, and receive them back through the website.
- CJIS Program Manager Kyle Comer was elected President of the national Association of State Uniform Crime Reporting Programs (ASUCRP).

Division Initiatives:

- In 2014, the AFIS Unit will complete the Missouri/Kansas Interface Project. This project will provide reciprocal search capability in allowing the export and search of Missouri ten-print and latent prints against Kansas records.

- In 2014, the AFIS Unit will work with MorphoTrak to install the Mobile Gateway Fast ID Server, which will be configured to return FBI RISC photos with RISC Hits to the end user. In addition, a new web application will be rolled out to all state Fast ID users that will enable electronic and automated notifications to be send to Fast ID Agency MULES terminals in the event of RISC Hit notifications, and will also broker the RISC messaging from the FBI to the end user, and provide better reporting capabilities.

- In 2014, the AFIS Unit will successfully complete the AFIS Tenprint Database Expansion Project. This project will expand the tenprint database from 3 million records to 3.5 million records and introduce two matcher units to accommodate the additional records.

- In 2014, new lesson plans will be created and trainings will be conducted to ensure proper usage of the new ELSA livescan devices.

- In 2014, the implementation of the RAPBACK Program will allow qualified agencies and entities that run fingerprint-based background checks on their applicants to receive automatic notifications concerning any new arrests that occur subsequent to the initial fingerprint submission.

- In 2014, the MoUCR Program will host the annual Association of State Uniform Crime Reporting Programs (ASUCRP) Conference In Kansas City, MO.

- In 2014, CJIS Program Manager Kyle Comer will begin a 3-year appointment to the UCR Subcommittee within the FBI's CJIS Advisory Policy Board Process.

- In 2014, the CJIS Division will host another statewide conference in Lake Ozark, MO.

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