KANSAS CRIMINAL JUSTICE COORDINATING COUNCIL

KCJIS *NEWSLETTER*

NOVEMBER 1999

WHAT'S HAPPENING WITH KIBRS?

Progress on the implementation of the new Kansas Incident Based Reporting System (KIBRS) has continued with the initial release of the KCJIS Law Enforcement Case Management Software in May; the mailing of a new KIBRS Reporting System Manual in June; and the installation of a new KIBRS data entry and edit program at the KBI in July.

REMINDER:

Do not forget to check our website, http://www.kbi.state.ks.us if you have any questions regarding the KCJIS project, such as hardware and software standards, network security policies, governance issues, etc. You can also check out additional KCJIS information at http://www.kcjis.state.ks.us

SECURE ID TOKENS

This is to remind everyone that the 18 month Secure ID tokens that KCJIS purchased for users will expire on May 31, 2000. As previously indicated, your agency is responsible for replacing these tokens. In order to make the programming changes in the system within the specified timeframe, your order must be placed by January 14, 2000.

If you are interested in replacing these tokens off of the state's contract, the following information is provided:

State Contract Number: 33535

Contractor: Fishnet Consulting, Inc.
601 Walnut, Suite 202
Kansas City, MO 64106
816-421-6611
FAX: 816-421-6677
FEIN: 43-1806449

Contact Person: Patti

Quantity: 0-250 Tokens
Description: 3 year Keyfob token
Part Number: SD600-6-60-36A
Price: $55.03

Broken Tokens reminder: If you have a token that is broken, whether it was purchased by your agency or by KCJIS) return it to KBI, 1620 SW Tyler, Topeka, Ks 66612 ATN: Kelley Scott.

- Please ***do not*** contact Fishnet reference broken tokens, they do not handle these requests.

- When sending in broken tokens they need to be sent in bubble packaging so that there is no further damage to the token.

- If you have any questions, please call the KBI Technical Assistance Center (Help Desk) at 785-368-6382.

CRIMINAL HISTORY RECORDS AUTOMATION

The project to fully automate criminal history records in the central repository is now entering the fourth year. This is a fairly simple concept; take each subject's record jacket off the shelf and make sure every document inside the jacket is accurately and completely recorded in the computerized computer history (CCH) database. Some records take only a few minutes to validate and some take hours of staff time to reconstruct, research missing parts and data enter. Sometimes we have to contact law enforcement agencies or prosecutors to obtain a missing report, and that extends the automation time. However, when a record is automated, it is available for release without further staff intervention.

The results of this effort are significant to every aspect of the Kansas CJIS project. Records automation is essential to connectivity with the Interstate Identification Index (III), full use of the automated fingerprint identification system (AFIS) and the electronic name search and Rap Sheet dissemination via ASTRA and Internet Public Access.

The importance of the records automation program makes the successes to date even more significant. As of the end of this month (October) we have automated almost 200,000 records and are adding about 4,000 more to that total each month. We've had a few really good months during which over 6,000 records have been automated per month.

Included in this year's work plan is the implementation of an integrated document imaging system (DIS) that will supplement and support the data entry effort. DIS is being used as a tool to enhance document access and streamline data entry efforts. The efficiency of the Central Repository staff has improved considerably with DIS, and that is reflected in the increasing numbers of automated records.

Long-term benefits to Kansas criminal justice users will be full connectivity of the automated records database to CJIS networks and related databases. From this, users will be able to access Kansas criminal histories in real time via traditional ASTRA workstations or through the Internet-based CJIS net.

More immediate, short-term benefits have already become apparent to users of criminal history records. In the past several months there has been a decrease in the time between requesting a record and receiving a Rap Sheet from the Central Repository. And agencies using the prototype Internet access system, KBARS, are likely to either verify the subject has no record or receive the complete Rap Sheet on-line in real time.

KBARS

The Kansas Browser Abstract Reporting System (KBARS), which is not to be confused with Kansas Incident-Based Reporting System (KIBRS), provides Internet access to the Central Repository criminal history (CCH) records database. Authorized users can enter the KBI home page, get into the "restricted" pages and conduct name check searches of the CCH. If a criminal record is identified, the user can view or print the Rap Sheet if that subject's record has been automated. If the record has not been fully automated, the requestor can ask that the

Central Repository complete the automation. Once that has occurred, the requestor receives an e-mail advisory and can then retrieve the record.

Currently there are over 250 registered users representing all Kansas Judicial Districts, several law enforcement agencies, prosecutors' offices and a sample of non-criminal justice agencies. For calendar year 1999 there have been 20,000 name searches made through KBARS, with a "hit rate" of about 40% (7,700 Rap Sheets have been released).

KBARS was implemented as a prototype to prove the ability to access and disseminate records in the Internet environment. The lessons learned will be used to construct the replacement "Public Access System" (PAS), which will be put in place after the CCH reengineering is complete. The current schedule calls for this to be operational in early Spring of next year.

Criminal justice agencies that want to use KBARS for its remaining life are welcome to sign up. Details and encouragement are available by calling SAC Dave Sim, Criminal Records, at (785) 296-8265.

LIVESCAN

Livescan is the common name for the electronic fingerprint capture and transmission stations designed for booking environments. About the size of a jukebox, a livescan consists of a glass plate on which fingerprints are rolled, a computer with monitor and keyboard, a printer and a modem to connect the unit to the central site AFIS (automated fingerprint identification system) at the KBI headquarters. A livescan permits bookings to be sent via electronic file directly to the KBI and on to the FBI.

We now have Johnson and Lyon Counties connected to the AFIS host site at the KBI headquarters. Both agencies are sending their bookings electronically, with responses for each submission after KBI fingerprint technicians validate identifications.

Several other law enforcement agencies have livescan devices in "stand-alone" use, and each of them will eventually be connected to the AFIS host site as are the Johnson and Lyon County machines.

Once we have the new CCH in place and operational at the Central Repository, each connected livescan will be fully supported with subject data and Rap Sheets available as outcomes of the booking process. Also, when Kansas enters the next step and connects with the federal integrated automated fingerprint identification system (IAFIS), livescan submissions will support responses to the submitting agency with real-time national identification and III Rap Sheets.

IAFIS CONNECTION

Kansas' "automated fingerprint identification system (AFIS)" database, maintained at the KBI Headquarters, will soon be connected electronically to the FBI's national fingerprint database, known as the "integrated automated fingerprint identification system (IAFIS)." When this connection is made, testing will begin on electronic submission of ten-print records. Testing is expected to last several weeks, culminating in a permanent connection between the KBI and FBI. That connection will permit real-time submissions of booking ten-prints via livescan, through the state to the federal database, with the FBI's final

identification of the subject returned within hours.

The FBI sent representatives to Topeka on October 18th to conduct a site review and coordinate the next steps in connecting, testing and ultimately moving to production interface. Their conclusions were favorable; Kansas is close to establishing the test connections, submitting test messages and receiving test responses from the IAFIS database. The KBI and Kansas CJIS project vendors have agreed on the procedures to accomplish this.

This IAFIS link is a key feature of the Kansas AFIS central site.

The 1998 contract that Kansas awarded to replace the AFIS took into consideration the standards and protocols developed for such connectivity. Because of that foresight, the installed system will have the internal architecture to accomplish that direct link to the FBI's IAFIS and will support two-way communications between the systems. We will take advantage of the full usability of the IAFIS environment, reducing the processing and identification time, eliminating paper fingerprint card submissions to the FBI and providing real-time identification response to livescan sites.

MUGSHOT/SMT DIGITAL IMAGES

The National Institute of Standards and Technology (NIST) has recently published the specifications for electronically moving digital images for mugshots and scars, marks and tattoos. These specifications give the details necessary for agencies to share such images in an automated environment.

Kansas will adapt the NIST specifications to the Kansas CJIS so that mugshot/SMT images can be moved between Kansas criminal justice agencies as well as between the state and the FBI's digital image library. The KBI has drafted a mugshot/SMT message format that will be the starting point for this effort.

NEW CCH

What the Central Repository's new computerized criminal history (CCH) will mean to you:

- Livescan-submitted bookings will generate subject identification with Kansas Rap Sheets available while the booked subject is still on-hand.
- You will be able to access the CCH either by ASTRA or through the CJIS web connection. You can run your own name checks and review or print the Rap Sheets you want.
- Rap Sheets will be better-designed, easier to read and more complete. Custody data will begin to be collected from DOC and included in the Rap Sheet.

- When you want juvenile and adult offenses, the Rap Sheet will include all in one document. No longer will you need to request each as separate actions.

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Despite the fact that the new CCH is months behind scheduled delivery, the contractor is building a quality product that should be well worth the extra wait. Since the CCH is the center of the CJIS universe, we are maintaining our patience with the process of design, test and redesign. While we don't have a firm date for first productive use of the CCH, we expect it should occur about March, 2000.

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KADR/KJDR VERSION CHANGE

The Kansas Adult Disposition Report (KADR) and Kansas Juvenile Disposition Report (KJDR) are the reporting documents submitted by the Prosecutor to the Central Repository after offense disposition has occurred. The KADR is currently in use, and the KJDR is awaiting implementation as a replacement for several current juvenile offender report forms.

Both the KADR and KJDR have been redesigned and sent to the printer. The distinguishing feature of these new versions will be a large barcode in the upper right corner and a new color code (white for the KADR and pink for the KJDR). We expect to

send these forms and implementing instructions to the field in December. The effective date for using the new forms is tentatively set for January 1, 2000.

Please be on the lookout for these forms. The changeover from the current forms to the new ones will represent a change in codes for some of the data and a change in some of the reporting events. We intend to reduce the number and complexity of reporting documents sent to the Central Repository while, at the same time, supporting the new CCH and improved Rap Sheet products.

NEW KIBRS REPORTING SYSTEM MANUAL

In June, agencies were mailed a supply of the *New KIBRS Reporting System Manual* based on the number of fulltime officers in their employment. Additional copies were also mailed for the agency support staff. The new manual replaces the yellow KIBRS *Law Enforcement Officers Handbook* and the *gray KIBRS Reporting and Guidelines manual*.

The new manual contains the revised reporting standards that

were implemented on January 1, 1999. The various sections of the manual address:
- Reporting Requirements and Policies
- KIBRS Data Submissions
- Definitions of the National Incident Based Reporting System (NIBRS) Group A and B offenses
- Completion of the Kansas Standard Offense, Arrest and Supplemental Property Report Forms

- Completion of the Kansas Homicide Report and Law Enforcement Officers Killed or Assaulted monthly summary reports.

Because of printing costs, the KBI will only supply manuals to fulltime officers and office personnel directly involved with KIBRS reporting. The publication is also available on diskette or in print ready copy. Please contact Kathleen Bledsoe at (785) 296-8278 for additional copies.

KCJIS LAW ENFORCEMENT CASE MANAGEMENT SOFTWARE

The initial installation of the LE Case Management Software began in May and was suspended in late June at the request of Business Software and Equipment (BSE). The suspension was requested for two reasons:

1. The State made a change to the transfer of data specifications which required additional programming hours not accounted for in the proposed date of delivery;

2. Installed agencies had experienced numerous problems with the initial software and BSE requested to be provided with enough time to analyze the source of the problems and make the appropriate corrections before making further installations.

Training on the software was resumed in September at Topeka. Version 4.1 was released to three sites for initial testing on October 15th. When testing is completed and further corrections have been made, BSE will begin installations.

There are several agencies that received training in May and June, but either BSE did not install the software or the agency was not provided a copy at the time. BSE has assured the state that they will retrain representatives from these agencies. If you are one of the agencies and have not been contacted by BSE, please call Mary Ann Howerton at (785) 296-8277 or email howerton@kbi.state.ks.us.

Currently, 126 Kansas law enforcement agencies have requested the KCJIS LE Software. The Lawrence Police Department went live with the software in May and have been instrumental in testing. The Topeka Police Department is scheduled for installation in December. The Access version of the KCJIS LE Software was not designed to support the required number of users in agencies the size of Lawrence and Topeka. As a result, the state has contracted with BSE to develop a Visual Basic version of the software that will run on a sequel database. The beta version of the VB software is scheduled for testing in December.

KIBRS GATEWAY SOFTWARE

Progress continues on the development of the KIBRS Gateway Software. The testing of the edit program by the KBI is a crucial part of this software as well as the change in transmission specifications. As a result, the release of the KIBRS Gateway Software has been delayed. It is currently anticipated that KBI will begin testing the transmission portion of the software in late October or early November. Once that is concluded testing will begin with a remote site that is ready for data transfer. It is still the objective of the state and BSE to release the Gateway software before January 2000.

Agencies using their own software provider that want to transmit data electronically to the KBI will be required to use the KIBRS Gateway Software. The two applications designed by BSE (KCJIS Law Enforcement Software, KBI's KIBRS2000) will also transfer data through the KIBRS Gateway software to a server at the KBI. KIBRS data will not be accepted on diskette or tape. Copies of the KIBRS Gateway Specifications are available through the KBI at (785) 296-8277 or email howerton@kbi.state.ks.us.

CONCLUSION

By January, several portions of the KIBRS project should be completed or will be in testing.

Completed by January
1. Installation of the KCJIS Law Enforcement Software (with Gateway application included) to those agencies that initially requested the software;
2. The KBI's KIBRS2000 program;
3. Testing of the KIBRS Gateway (prior to acceptance of NIBRS data by the FBI).

Testing by January
1. Visual Basic Version of the KCJIS Law Enforcement Software
2. KIBRS / NIBRS transfer to the FBI.

KIBRS DATA ENTRY PROGRAM AT THE KBI

BSE delivered and installed KIBRS2000 at the Crime Data Information Center (CDIC) of the KBI in July. This application is designed to facilitate data entry of the Kansas Standard Offense and Arrest Reports submitted by local agencies to the KBI. Only the fields required by the state program are presented in this software. In addition, the application provides various reports to the CDIC Manager to review the data entry quality / quantity of the CDIC staff and determine the number of reports being submitted by local agencies.

The KIBRS2000 program also contains the edit program that will be part of the LE Case Management Software and the KIBRS Gateway. Since installation in July, CDIC has been testing and reviewing the edits to determine compliance with the NIBRS reporting requirements. Testing of the edit program will be completed before the end of October.

NATIONAL INCIDENT BASED REPORTING SYSTEM IMPLEMENTATION PROJECT

In 1997, the Federal Bureau of Investigation, SEARCH, and the Bureau of Justice Statistics began a project to determine why NIBRS was not being implemented as progressively across the country as originally anticipated. Part I of the project was to schedule round table discussions with major city agencies and UCR state program managers in various locations across the country. The project defined a major city agency as having a jurisdictional population of over 300,000.

In October 1997, Wichita Police Department Chief Mike Watson and Mary Ann Howerton, Kansas UCR Program Manager, attended a round table meeting in Chicago. Roundtable discussions were also held at 4 other sites across the country with over 50 agencies represented. Topics at these meetings included limitations to implementing NIBRS, cost of implementation and recommendations to accelerate implementation.

Fifteen agencies were then selected for on site review and discussion about possible implementation. Wichita was selected as one of these sites. SEARCH representatives met with the Wichita Police Department staff and the KBI in August of 1998. Their purpose was to review the operations of the police department, determine the capability level of the agency and the state to implement NIBRS, and to assess the working relationship of the local agency and the state program.

As a result, the Wichita Police Department has been selected as one of three cities to receive funding to implement NIBRS reporting by January 2001. The other cities were Chicago and Charlotte-Mecklenburg, North Carolina.

This means that the Wichita Police Department will be reporting data to the KBI as required by the Kansas Incident Based Reporting System (KIBRS). Wichita PD's vendor, has been provided with the KIBRS Gateway Specifications and is scheduled to begin testing in the second quarter of 2000. The KBI's role is to complete NIBRS testing and be certified NIBRS compliant prior to the Wichita PD's first submission.

The Wichita Police Department will be the largest agency to report data to the KIBRS. It is estimated that annually, WPD will submit over 300,000 transactions to KIBRS or over 30 % of crime data reported to the state program.

KCJIS TECHNICAL ASSISTANCE CENTER (HELP DESK)

As many of you know, the KBI Communications Unit's duties have changed dramatically over the past 12 months. Our duties now include answering technical questions regarding the equipment and software used on the KCJIS system. Efforts are still underway to increase the number of employees within the unit, as well as providing good training to the staff to better assist the users. We have renamed the unit to the CJIS Technical Assistance Center and you can reach us by calling one of the following numbers: (785) 368-6382, (785) 368-6383 or 296-8245.

KANSAS OFFENDER REGISTRATION SYSTEM

New Kansas Offender Registration forms have been mailed to all agencies required to register sex offenders and other violent offenders. The forms have been changed based on amendments to the Kansas Offender Registration Act (KORA) and the implementation of the NCIC2000 Registered Sex Offender file.

Four changes to the KORA became effective on July 1, 1999:

1) The language requiring the offender be "Certified as a Sex Offender" was stricken;
2) The offender is now required to report to the Sheriff within 10 days after entering the county instead of 15 days (all language has now been changed to 10 days);
3) Lifetime registration is required on the first conviction for certain Aggravated offenses;
- Rape as defined in 21-3502 (a) (a) (A)
- Aggravated Criminal Sodomy as defined in 21-3506 (a) (1) and 21-3506 (a) (3) (A)

- Any attempt, conspiracy or solicitation of the above

4) Violation of the KORA was upgraded to a severity level 10, nonperson felony.

Several fields have been added to the form in order to meet the requirements for NCIC participation. Some of these include additional physical information on the offender such as skin tone and scars / marks / tattoes and additional information on the offender's vehicle. This additional information will aid in identifying sex offenders. For example, if an officer observes a suspicious vehicle driving through a residential area and runs the vehicle license tag, he will then be notified by NCIC that the subject is a registered offender in Kansas, what offense the offender committed, and the offenders last known residential address.

Old registration forms should be destroyed. If you need additional supplies contact Jesica Guth at (785) 296-6656 or email jguth@kbi.state.ks.us.

LARGE SYSTEMS INTERFACE GRANTS AWARDED

Eleven agencies were awarded Large Systems Interface grants through the CJIS Core Development Project at the Criminal Justice Coordinating Council in May.

Grant amounts ranged from $5,303 to an agency acquiring one personal computer and modifying existing software, to $80,053 for an agency making major changes to existing software for KIBRS, CDR, and Hot Files transmissions.

a few reimbursements have already been made, to agencies installing CJIS local case management software and needing help with the installation costs. Grant terms provided that funds would be reimbursed to agencies only after successful completion of the grant objectives.

The no-match grants were intended to support submission of KIBRS data and disposition data to the criminal history central repository.

CJCC PROVIDES NETWORK SUBSIDY

Kansas' Criminal Justice Coordinating Council authorized spending $277,185 at its July 22nd meeting to support local agencies' costs in connecting to the CJIS network.

The subsidy was needed so agencies could achieve the same connection costs they'd expected since the announcement of fees at the statewide ASTRA conference held in August, 1998.

Since the conference, building of the network had been re-engineered and the number of connecting

users had dropped, causing the per agency cost to rise. Where agencies had planned on an average $365 a month connection cost, by the time the implementation was done, agencies were facing average costs of $522 a month. The subsidy covers those cost increases for agencies who were connected last August through June 30, 2000, so agencies can connect at the originally planned rates.

The KBI and KHP have requested funds in their budget submissions to continue the support beyond July 1, 2000.

MAJOR KCJIS MILESTONES PASSED

Kansas' mid-1980's vintage law enforcement message switch, which wasn't Y2K compliant, was retired and disconnected August 31st, marking completion of a big part of the CJIS Core Development Project. At the same time, the remaining parts of the ASTRA network were disconnected with the relocation of all existing users to the new message switch or justice web server.

The Division of Information Systems and Communications (DISC) had maintained the old switch for several years without help from the original software vendor who developed it and then went bankrupt.

Several other CJIS subsystems were brought on-line during the past several months, including a KIBRS data entry system, on-line booking terminals, and a document imaging system.

Additional implementations of the CJIS local case management systems were made throughout the state. More than 50 law enforcement agencies and 24 judicial districts have installed the systems to date with more planned through the winter.

Over the next few months, the project contractors should deliver several subsystems of direct interest to local agencies, including operating BOLO and Missing Persons applications, data submission gateways, customer and training information systems, and new versions of the case management software.

Also planned for initial implementation before the end of the year is a backup site with a twin to the new message switch included.

NEW / ADDITIONAL TERMINAL REQUESTS

The KBI has received phone calls and letters from a number of agencies that are wanting to add additional terminals or have a new connection to the KCJIS Network. There are a number of steps that are involved, such as granting access rights, assigning ORI's when necessary, approving security designs, network options, and then programming issues.

At this time all requests for new / additional terminals have been placed on hold until the procedures can be finalized. The KBI, KHP and DISC are working together in order to streamline these procedures. We expect to have the procedures finalized mid-November and they will be posted on the KCJIS web site.

If you have any questions, please feel free to contact the KBI Technical Assistance Center at 785-368-6382.

CHANGE IN NCIC AUDIT RESPONSIBILITIES:

In case you haven't heard there has been a change in the NCIC audit responsibilities. The Audit & Training Responsibilities have been re-assigned from the KBI to the KHP. The KBI staff has been assigned to other KCJIS / KBI duties.

The KBI staff will now be involved with KBI Security issues, and in-house training on the KCJIS network. The unit is excited about the changes but will miss working one on one in the field with all of the users during the on-site audits.

When you have audit questions please contact your local KHP auditor stationed in your area. We think that this will be a great advantage to all local agencies since the auditors will be stationed close to your agency.

THE FOLLOWING IS THE SECURITY DYNAMICS WARRANTY:

Security Dynamics warranties all SecurID tokens for their purchased lifecycle. Tokens will be replaced without charge if they no longer operate properly because of problems in materials or workmanship. Tokens will *not* be replaced without charge if damaged through neglect or abuse. Your warranty *does not cover damage*; i.e. cracked or blackened LCD's, bent cases, damage by liquid, etc. A pants pocket or back-pocket wallet is not a good place to carry a SecurID card. Similarly, storage on a car dashboard or in a glove compartment can subject the token to temperature extremes. Although reasonably rugged, SecurID tokens should be treated with as much care as a precision device.

TROUBLESHOOTING:

Before returning a token that appears to be working normally (still generating characters) but repeatedly results in Access Denied, check first that the token is enabled and assigned, by contacting the KBI Technical Assistance Center.

If possible, reuse the packaging in which the tokens arrived, or use similar rigid packing (e.g., bubble wrap and corrugated cardboard).

OFFICE OF THE ATTORNEY GENERAL
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