KANSAS JOINS THE INTERSTATE IDENTIFICATION INDEX (III)

By SAC David Sim
KBI Records Section

On Sunday, November 3rd, Kansas became a full participant in the national III (Triple I) program. Until that transition, Kansas criminal justice agencies were permitted access to III but didn't have ownership of the criminal history records generated by Kansas arrests and court dispositions.

The significance of the transition to full III participation is that Kansas will now hold and disseminate Kansas criminal history records from the Central Repository at the KBI rather than rely on the FBI to disseminate our records from the national database.

The III program is moving towards decentralization of the national criminal history records database. This requires reliance on each state central repository to assume responsibility for holding and sharing their own criminal histories with all other III participating agencies nationwide.

Now Kansas is fully connected and has begun disseminating Kansas criminal history records based on III requests. The disseminations are computer-generated and sent electronically over the NLETS network.

The records being released by the Kansas Central Repository are new criminal history records created after October 15th of this year. Sometime in the next few months, the Central Repository will compare Kansas records with the III database and take ownership of existing, older records for which the KBI has more detail. That process will increase the amount of Kansas criminal history data maintained for III by the Central Repository.

Under the new role for Kansas in the III program, a request for a III record that is owned by Kansas will generate a message to the Central Repository to release that record to the requesting agency. In receiving the record from the Kansas Central Repository rather than from the III database, the requestor will receive more complete and more detailed information.

Kansas criminal justice agencies don't need to change their procedures to benefit from Kansas' new role as a full III participant. The III system will operate just as it has before. The only difference will be the release of better quality Kansas records.

A point to remember. A III record will only provide adult data. Agencies wanting juvenile offender records should conduct the record check over the KCJIS Web Portal. That provides direct access to the Kansas Central Repository and permits full release of pertinent criminal history data.

SIXTH ANNUAL KCJIS CONFERENCE

By Tonya Thoman
Network Control Supervisor

The 6th Annual KCJIS Conference is scheduled for March 17-19, 2003 at the Capitol Plaza in Topeka. The Hotel has given us a rate of $68.00 per room, which is a great rate for the quality of rooms.

We are truly excited about this conference. Our goal is to have the first day for law enforcement personnel, the second day for law enforcement and criminal justice and the third day just for criminal justice. This would allow your agency to send your employees for just one day or two days of training.

We will be sending out a synopsis of the classes so

that you will be aware of the training that is going to be given during the conference. If you have specific classes that you would like to see at the conference, please send a message to helpdesk@kbi.state.ks.us and we will do everything we can to work them into the schedule. This conference is for our KCJIS users and we want to provide the training needed for your agencies.

We look forward to this conference and to providing you with the training that you are interested in getting. See you in March!!

A TIME TO SAY THANK YOU!
Gordon Lansford
Director, KCJIS

Sometimes we wait until the end of November to say thank you, and that is as it should be.

Today I want to say "Thank You" to each of you who is reading this newsletter and to many more who will never see it. KCJIS is fully operational in Kansas after many years of effort by thousands of individuals! Whether you are a user of the system, a technician, a trainer, a developer, an officer; or whether you are the leader of a team or in support of a team, I want to thank you personally. Thank you for what you have already done and thank you for what you will do in the future!

We do not yet know all of the advantages and benefits of the KCJIS system. We do know that creating electronic data and sharing it is a key to success within the Criminal Justice Community! Many crimes will be solved; many crimes will be prevented; personal safety of officers and citizens will be enhanced because Kansas has one of the leading integrated criminal justice systems in the United States!

There are all too many examples every day in the news where information sharing was a major factor leading to success! For all of the lives that will be saved; for all of the crimes that will be prevented; for all of our citizens and officers who will be safer, I want to say thank you for the job YOU do!

If you haven't yet used KCJIS in the course of your job, I encourage you to try it! Training will be available throughout the state during 2003. Our Annual KCJIS Conference will be held March 17-19, 2003 in Topeka at the Capitol Plaza Conference Center. This will be the largest, most extensive program of criminal justice programs, KCJIS training, and nationally recognized speakers ever offered in the state of Kansas. Whether you are in law enforcement, prosecution, supervision, or the courts, this

is for you. Please take out your calendar and reserve those days. Details will follow.

Finally, as you share with your families during the upcoming holidays please take time to reflect on the many advantages of living in Kansas. Love and care for your families, and say thank you to those you work with for their collective effort in keeping Kansas safe and secure!

ENHANCING OFFENDER SUPERVISION WITH KASPER
By Carlos Usera
Kansas Department of Corrections

The next twelve months will be an exciting time for the Criminal Justice community as the KCJIS matures to a system that will connect all statewide criminal justice information resources. The Kansas Adult Supervised Population Electronic Repository (KASPER) will continue to play a valuable role in providing to all agencies relevant information pertaining to inmates, parolees, and persons supervised by community corrections and jail information. In the next year, implementation of the following initiatives should enhance KASPER data sharing and availability:

- ***Real Time Transmission of Data to CCH / MSE:*** The Kansas Department of Corrections in coordination with the Kansas Bureau of Investigation is developing a data transport architecture utilizing the latest innovations in web services. This architecture will enable continuous updating of the KBI's Computerized Criminal History (CCH) databases as well as provide information for sharing through the KCJIS web portal and Master Search Engine (MSE). This data transmission capability will eliminate the need for multiple databases to be stored on local servers. In effect, the KCJIS system will be able to extract data directly from KASPER without having to store a duplicate copy in its repositories.

- ***Data Sharing with Counties:*** The KASPER team is working with the Johnson County Information Technology Division on developing techniques to share probation and jail information between the county and KASPER. Successful implementation of these techniques will pave the way for other counties to share information with KCJIS network.

- *Implementation of State-wide Risk Needs:* Various offender supervision offices throughout the state are evaluating the Level of Service Inventory – Revised Risk Needs Instrument. This tool will be used to identify an appropriate level of services for each offender. KASPER will serve as a source of data to store data and update information pertaining to an offender's supervision.

- *Improved services to offenders and victims through Web Technology:* KASPER will be used as the source of data to present information on the web for offenders and victims. This improved service will enable offenders and victims to use web technologies to check on an offender's status and have access to links to other services.

Other opportunities are being explored to utilize KASPER data to improve the quality of the information provided to all users. The availability of accurate and timely information should improve criminal justice users at all levels.

KIBRS REPORTING DEADLINES
By Mary Ann Howerton, Manager
Crime Data Information Center

In order to meet both federal and state publication deadlines the following time table has been established for the submission of the 2002 reported crime incidents and arrests to the Kansas Incident Based Reporting System (KIBRS):

Agencies over 100,000 in population (Wichita, Overland Park, Kansas City, Topeka)

January 25, 2003 all incidents and arrests.

All remaining agencies

January 25, 2003 all Domestic Violence Incidents and Arrests.

February 14, 2003 all remaining incidents/arrests.

All agencies

February 14, 2003 Monthly Law Enforcement Officer Killed or Assaulted reports (LEOKA).

Please make every effort to meet these deadlines. We will continue to accept data after these dates but any information received after the deadlines may not be included in the 2002 Kansas Domestic Violence Report or the 2002 Crime in the United States publication that is released by the FBI.

FBI NIBRS PROGRAM CAUTION FLAGS
By Mary Ann Howerton, Manager
Crime Data Information Center

The FBI recently provided us with two different studies comparing Kansas to agencies in other states. The purpose of these studies was to show an inconsistent average compared to the national average.

The first study was a comparison of reported vehicle theft types. The study indicated that Kansas reported a higher number of passenger cars stolen in comparison to other types of vehicles being reported stolen. The following definitions are used for reporting the type of vehicle being stolen:

0402 Automobiles – sedans, coupes, station wagons, convertibles, taxicabs, and other similar motor vehicles which serve the primary purpose of transporting people. Vehicles classified as SUV's are listed under this type code. This would include the Ford Explorer, Jeep Cherokee, Chevy Blazer, etc.

0404 Buses – motor vehicles which are specifically designed, but not necessarily used, to transport groups of people on a commercial basis.

0405 Motorcycles / Mopeds / Dirt bikes

0406 Trucks – motor vehicles which are specifically designed, but not necessarily used to transport cargo.

0407 Vans / Recreational Vehicles – motor vehicles which are specifically designed, but not necessarily used to transport people and also provide them temporary lodging for recreational purposes.

0408 Semi Tractors - motor vehicles which are specifically designed and used to transport cargo on a commercial basis.

0450 Miscellaneous Vehicles (golf-carts, snowmobiles, go-carts, etc.)

The second study reported that Kansas showed a higher frequency of "No Force" entry during the burglary of a structure then the national average. The "Method of Entry" is a required field when reporting a ***burglary to structure***. The definitions are:

Forced – is where force of any degree or a mechanical contrivance of any kind is used to unlawfully **enter a structure** for the purpose of committing a theft or felony. This act includes entry by use of tools; breaking windows; forcing windows, doors, transoms, or ventilators; cutting screens, walls or roofs; and where known, the use of master keys, picks, unauthorized keys, celluloid, or other devices which leave no outward mark but are used to force a lock. Burglary by concealment inside a building followed by an exiting of the structure after the theft is included in this category.

No Force – involves unlawful entry through an unlocked door or window. The element of trespass to the structure is essential in this classification, which includes thefts from open garages and warehouses, open or unlocked dwellings, and open or unlocked common basement areas in apartment houses (where entry is by someone other than by the tenant who has lawful access.) If the structure entered was one of open access, thefts from the premises would not involve an unlawful trespass and would be reported as larceny.

If both forcible and nonforcible entries were involved in the crime, the offense should be reported as having been accomplished through force.

KIBRSLE INSTALLATION UPGRADES
By "Old Mushroom #2"
Mike Robb - F1., Inc

I wanted to talk to you about the upgrading of the Law Program from your agency's current version to the 1.8X Series. Some of you have not upgraded in quite awhile and have been reluctant to do so. You are missing out on some good upgrades and most of all you're missing out on the validation program that's currently built into the 1.8.0 Series.

Now wait there's more. . . You have to check your version of the Law Program and insure that it is at least in the 1.7.0 Series of upgrades. Why? Because if you don't, and try to upgrade to 1.8.0 you will lose the better half of your lookup tables.

How can I tell what program I have? Here is how;

first: **right click** on the start button, No, I said **right click**. Then **left click** on explorer. Now you have on your computer screen two panels (windows) with a vertical slide bar between them. Slide the vertical bar all the way to the top. Now come down slowly until you see the + (plus) sign next to the Program Files. Click the + sign **once** and it will expand the programs on the left panel. Find the Law Program Files, it too will have a + sign by it. NO! don't click the + sign; just put your cursor on the law **folder** and click **twice**. That opens the contents of the Law Folder onto the right panel.

Now we are looking for any file that has some numbers, for example (Lawupgrade 1.6.4mdb). Don't worry about the lettering just find the numbers. Now if your files show that it is a number less than the 1.7.0 Series you cannot upgrade directly to the 1.8.0 Series. You must call the KBI Help desk and talk to Julie or call me at 620/ 658-4422 and I will help you.

If this procedure is too confusing then the only other way to get some idea is to start the Law Program and watch very closely for the **RED** screen to show and read the version number that shows up in the lower middle of the Logo screen. If it reads anything less than 1.7.0 Series Call Julie at 785/ 296-8279 or myself at 620/ 658-4422 for help.

MULTIPLE TAC'S
By Ron Rohrer
Resource Information Manager, KBI

Issue: The agency TAC has the authority and capability of adding users and assigning users specific access rights to the CIS and Web Portal applications. However, the current applications do not provide for a TAC backup or assistant, nor do they permit a TAC to perform these duties for more than one agency.   These issues restrict all agencies, of all sizes, including our operations here at the bureau.

Response: The decision to allow more than one person per agency to add users and authorize access to various applications and to allow a single TAC to have the ability to manage more than one agency has already been agreed upon. Since these are significant changes to the vendor's software applications, no estimated completion date has been determined.   Due to the cost, these enhancements will be completed by bureau staff rather than the vendors, and they will be placed into our production schedule as quickly as possible.

MESSAGE SWITCH - FAQ'S
By Vicky Harris
Information Resource Specialist

Q: Could the current car stop transaction be redesigned in order to permit the operator to decide which databases he/she wants queried on a transaction-by-transaction basis?

A: The car stop transaction is a message key that is programmed to spawn off specific transactions dependent upon the data supplied within the query. To allow the functionality to permit each operator to tailor the transaction to query specific databases would require either:

• The state to pay its vendor, Balance Wheel Technologies, Inc. (BWTI) to rewrite and support the message switch code to support this functionality. Since there is no current funding for this change/support, and based upon the current state budget situation, this enhancement has not been scheduled; or

• The agencies wanting this functionality could pay their front-end software vendors, such as Datamaxx, to develop a screen and "spawn" specific message transactions dependent upon the data supplied. Datamaxx users may be able to request this functionality with the routine maintenance upgrades, which each agency pays $300.00+ annually. The KBI has suggested that a Datamaxx User's Group be established for issues such as this.

Q: Could the car stop transaction be designed so that each database response could be returned as the message switch receives it?

A: The current design is that there is one "packaged" response regardless of the number of transactions spawned from the one car stop transaction and that the response is always returned in the same order: driver's license, Kansas hot files, NCIC, and vehicle registration. III responses are handled separately, but this is due to how the data is sent to the state from the FBI. The car stop message key was purposely designed this way so that responses would not become intermixed with other transactions or incoming unsolicited messages, and users could depend upon a specific order of return. For the users who do not want to use this key as designed, all system functionality is available through individual message keys.

Q: Could the car stop screen return to a blank screen after the inquiry is completed?

A: This is dependent upon the type of front-end software being used. Datamaxx has been asked twice to provide this functionality and has advised both times that the LINXX 2010 software cannot perform this feature. It is recommended that the users either use the "erase" button at the top of the software or use the "CTRL" and "K" keys to erase the fields within the screen. Until Datamaxx can or will rewrite the LINXX 2010 software, this is strictly a training issue.

Q: Our agency has just signed a contract with our vendor to install mobile data terminals. What do I do now?

A: You will need to get approval to connect a MDT server and a specific number of MDTs to the KCJIS network. (Contact Bob Eckhardt with the Kansas Highway Patrol, for specifics.) Once the approval has been provided to the KBI, the Help Desk will notify the TAC of the server mnemonic and MDT mnemonics that have been assigned. The "TAC" for your agency also needs to go to the KCJIS web site and download a copy of the Kansas message key book and specifications. The TAC should provide this document to its vendor who must have the information to write the interface to the Kansas message switch. The TAC should also review all of the message keys and determine which ones your agency wants the software to support. A list of all message keys that will be supported by this software must be supplied to the KBI. You may want to ask the vendor to develop specific "screens" which spawns off numerous individual transactions. For example, you may want a screen designed so that when the license plate and state is transmitted, the software generates a NCIC stolen vehicle query (NCIC.QV), a Kansas registration query (ZQZZ) or an out of state vehicle registration query (NLET.RQ), and queries some or all of the Kansas hot files (KANS.KQW).

Testing procedures are also outlined in the specification document and must be coordinated with the KBI prior to testing. During testing, the KBI will confirm that the server and at least one mnemonic are registering to the test message switch, that a user can log on and that the software is sending the User IDs, mnemonics, and logoffs. All message keys shall also be tested and reviewed by the agency's TACs. If the message keys are not programmed correctly, reject messages will be returned. These testing procedures are to be used with any new software attaching to the Kansas message switch, not just MDT software.

Once the KBI is satisfied that testing has been completed, a date will be set with the agency as to when the software can be initiated on the production message switch.

CENTRAL REPOSITORY MOVES TO NEW SYSTEM
By SAC David Sim
KBI Records Section

New! New! New! On October 2nd the Kansas Central Repository for criminal history record information initiated operations in the new information system on the new hardware platform. This marks the delivery of the new computerized criminal history (CCH) database and the accessibility of the CCH over the Internet.

This is a significant achievement; the culmination of several years of planning and programming. Criminal justice agencies will benefit from the new database structure, more complete and correct criminal history data and electronic connectivity of the CCH within the KCJIS environment.

One of the new features is the integration of the adult criminal history system and the juvenile offender system into a single database. This permits the Kansas rapsheet to include both adult and juvenile events in the same document.

Another benefit is the ability of the new system to support electronic data exchange and automated interfaces. The new Central Repository will permit Kansas to participate as a full member of the national Interstate Identification Index (Triple I). Closer to home, automated connection of the AFIS fingerprint system to the CCH will support electronic reporting of arrests and bookings to the CCH and on to the FBI.

KBI RECORDS SECTION REORGANIZATION
By SAC David Sim
KBI Records Section

When the newly re-engineered database for computerized criminal histories (CCH) became operational in early October 2002, the records section of the KBI was reorganized. The Adult and Juvenile Records Units were "retired," and the staff was re-allocated into two new units: the Document Processing Unit and the Records Unit.

The Document Processing Unit receives, data enters and archives the source data for the CCH database. The maintenance and release of complete and correct criminal history records is the mission of the Records Unit. This organization allows for more effective and efficient flow of information into and out of the Central Repository.

CRIMINAL FINGERPRINT CARDS
By Barbie Berggren, Manager
KBI Document Processing Unit

There have been a number of problem areas noted by the KBI Records Section concerning the completeness and accuracy of the criminal fingerprint cards submitted to the Central Repository. We'd like to share these problems and seek your assistance in solving them.

• To those agencies submitting fingerprints in manual form – we continue to receive fingerprint cards that do not have a *Transaction Number*. It is vital that the Transaction Number be transferred from the Kansas Disposition Report (KDR) onto all cards submitted to the KBI. It is the string that keeps the entire event tied together. If the Transaction Number is missing, then subsequent dispositions reported to the KBI can be attached to the wrong arrest segment, or even to the wrong record. The box on the front of the arrest fingerprint card entitled "STATE USAGE" should be used by contributors to enter the 12-digit Transaction Number. The arresting agency is responsible for completing the top portion of the KDR and transferring the Transaction Number to the fingerprint card.

• Scars, Marks and Tattoos – When a defendant has numerous scars, marks and/or tattoos, please select the most visible and list their physical locations along with a short description of the image in the appropriate box on the back of the fingerprint card. When a contributor simply writes down "numerous tattoos" or "numerous scars," there is little value for identification purposes later.

• All contributors should review K.S.A. 21-2501 and 38-1611. These two statutes define the reportable events required to be submitted to the KBI Central Repository. We receive hundreds of fingerprints where the only offenses are non-reportable events; e.g., no seat belt, no registration, reckless driving, disorderly conduct. However, it has been the policy of the Central Repository to accept all criminal prints that are legally taken, and that policy requires good quality prints in order to make the process worthwhile.

• Handwritten data on print cards is frequently illegible. Whenever possible, we recommend the use of a typewriter. If that is not possible or is not feasible, then the person filling out the card should hand print

all data elements on the card. There have been occasions where the data is totally unusable because the operator at the Central Repository is unable to read it.

- If you are sure of the citizenship of the arrestee, then enter it on the back of the fingerprint card in the proper location. The Central Repository cannot assume the subject is a US citizen.

IMPROVING YOUR AGENCY'S FINGERPRINTING TECHNIQUES

By Barbie Berggren, Manager
KBI Document Processing Unit

Officers and booking staff assigned the task of taking ten-print cards of offenders should be properly trained in the principles and techniques of fingerprinting. Should your agency need assistance in that area, the KBI Records Section has a VHS training video that may assist you. The title is *Recording Fingerprints for Ten-Print Submission*. This tape is available free of charge. You can order your copy by calling the Records Section Mail and Distribution Clerk at (785) 296-8268.

Instructions on this video will assist in preventing the following common errors:

1. Fingers not completely rolled
2. Fingerprint smudged or illegible
3. Fingers out of sequence
4. Hands reversed
5. Inked impressions too light

These are the most common technique errors in taking inked fingerprints and result in the inability to enter the fingerprint card into the Central Repository databases. Also, the automated fingerprint identification system (AFIS) database would be much more effective if the prints were of good quality, assisting matches on latent prints lifted from crime scenes.

AFIS UPDATE

In October, Miami County established connectivity from their livescan device to the Central Repository host AFIS. Their vendor, Crossmatch Technologies, succeeded with the electronic transfer of arrest bookings in record time; only a few weeks after Miami County contracted for the livescan.

FAQ'S
FREQUENTLY ASKED QUESTIONS

Q: I'm the County Attorney and I occasionally divert a case of driving while suspended. The subjects have not been arrested or booked, so arrest/booking fingerprint cards have not been sent to the Central Repository. How do I report the diversion?

A: Diversions are reportable to the Central Repository in accordance with KSA 22-4705 and KAR 10-9-1. And KSA 22-2911 requires the County Attorney or District Attorney to report the success or failure of the diversion to the KBI. The best procedure is to have fingerprints taken when the diversion is initiated and send them with the Kansas Disposition Report (KDR) that gives the details of the diversion. The Central Repository will then be able to positively identify the subject of record. (And, as Martha Stewart says, that is a good thing)

Q: The County Jail is creating a web site that would include custody data that is equivalent to data found in the jail blotter. This web site will be available to the general public. Are there any prohibitions to including each inmate's mugshot as part of the information presented?

A: There is no prohibition to making a jail inmate's mugshots part of the information accessible on the web site. Kansas Attorney General opinions hold that mugshots are criminal investigative records and can be withheld from release, if the law enforcement agency so desires. However, if the jail chooses to release the mugshots, it is free to do so.

Q: Our Sheriff's Office received a request from a bonding company for information about the time a particular person spent in our county jail. Are we obliged to release that data?

A: The actual amount of time a person has been incarcerated is known as "custody time." The question of releasibility of custody time was addressed in the Kansas Attorney General Opinion No. 2002-29, issued on June 13, 2002. This opinion states that when custody time is recorded, it is a Public Record by definition. As such, the record must be released to any requestor if the custody time information is contained in a police blotter, jail log or court record.

Q: If custody time information is only found in the fingerprint card that the jail forwards to the KBI,

then can we withhold the custody time from the bonding company?

A: Yes, because the information on the fingerprint card is governed by the Criminal History Record Information (CHRI) Act (KSA 22-4701, *et seq.*). That removes the data from the provisions of the Kansas Open Records Act (KORA) and restricts its dissemination.

Q: Does that mean that our Sheriff's Office can't release the custody time information from our fingerprint card submissions?

A: Yes. That information is not releasable to a non-criminal justice agency.

Q: But can the KBI release the same information from the Computerized Criminal History (CCH) records in the Kansas Central Repository?

A: Yes, because the CHRI Act obligates the KBI to establish rules and regulations for the release of criminal history records for non-criminal justice purposes.

Q: But if the dates the person was incarcerated and released are part of our jail log, must we provide that info to the bonding company? Or to any other non-criminal justice requestor?

A: Yes. Because the jail logs are specifically excluded from the definition of CHRI and must therefore be released under the provisions of the Kansas Open Records Act.

Q: So does that mean that Sheriff's Office records that aren't created as criminal history record information must be considered to be public records that are controlled by the KORA?

A: Generally, yes. Dissemination will be governed by one of those two sets of rules; either the KORA or the CHRI act.

Q: A defense counsel has demanded that we calculate his client's custody time from our other records. Must we do that?

A: No. The Kansas Open Records Act doesn't impose a duty to create a record in response to a request.

Q: What is the origin of the term "rapsheet?"

A: Rapsheet is the common name for a subject's printed criminal history record. Most likely, "rap" stands for "Record of Arrest and Prosecution."

Q: How are expungements of criminal arrests, convictions and diversions forwarded to the FBI for updating the national database of criminal history records?

A: The law that controls expungements (KSA 21-4619 and KSA 12-4516) was changed by the legislature a couple of years ago to modify reporting procedures. Until that change, the expunging court was required to forward the Journal Entry of Expungement to both the KBI and the FBI. Now the clerk of the court is required to send the Journal Entry only to the KBI, and the KBI must forward the expungement to the FBI.

Q: The clerk of the court in our District is set in her ways. If she continues to send the Journal Entry of Expungement to the FBI, will the FBI accept and process them?

A: No. The FBI will only accept expungements submitted by the KBI.(The FBI is also set in its ways.)

Q: Now that the Records Section of the KBI has been reorganized, where do we send our Juvenile Offender arrest fingerprint cards and our Kansas Juvenile Disposition Reports (KJDR)?

A: To the same place, with just a minor change to the unit name:

> Kansas Bureau of Investigation
> Attn: Document Processing Unit
> 1620 SW Tyler
> Topeka, KS 66612-1837

Q: Is there an obligation for our Police Department to have a written document regarding the public's access to departmental records under the Kansas Open Records Act?

A: Yes. KSA 45-227 requires every governmental body to make available to the public a brochure that provides basic information about the rights of the requestor, the obligations of the public agency to provide information and the procedures for inspecting or obtaining public record information. And the brochure must be displayed or otherwise made available to the public.

Q: How can I get old copies of the KCJIS newsletter? I'd like to review some of the earlier *FAQ* columns. Not only is there good information in those columns, but the writing is really excellent.

A: The KCJIS newsletters are available on-line at the KCJIS web site. Go to the following address:
https://www.kcjis.state.ks.us.

Q: Now that the Juvenile Records Unit no longer exists, how do I get a juvenile offender's criminal history record?

A: Simply identify the subject and print the rapsheet. The new rapsheet now incorporates all juvenile and adult arrest and disposition data in a single document.

Q: What is the width of a football field?
A: 160 feet.

2003 TRAINING SCHEDULE
By Captain Ken Justice
Kansas Highway Patrol

The KHP offers various NCIC and KCJIS related training three times a year at the following regional locations: Garden City, Dodge City, Hays, Hutchinson (KLETC), Wichita, Salina, Emporia, Topeka, Olathe, & Pittsburg.

- **TAC (Terminal Agency Coordinator)** training is held at the above regional locations during the third week of March, the third week of June, and the fourth week of September. Classes are also held in Colby during the fourth week of March, the fourth week of June and the third week of October. *All new TAC's are required to attend, and any existing TAC's wishing to obtain refresher training may attend. We also offer a two-hour session in the afternoon for any TAC interested in new features/duties.*

- **Initial NCIC training/certification for new full access operators** is held at the above regional locations during the second week of March, the second week of June, and the third week of September. Classes are also held in Colby during the fourth week of March, the fourth week of June and the third week of October. *See the KCJIS TAC Manual for more information on the full access operator vs. less-than-full access operator, and the training requirements for each.*

- **LASO (Local Agency Security Officer)** training is held in Salina during the fourth week of April, in Wichita the first week of June, and in Topeka the first week of November. *Any agency who maintains a direct IP connection to KCJIS and has the capability to access the KCJIS message switch or the KSMART site is required to designate someone as their LASO, and have that person attend this training. (Agencies who have ALERT terminal access only, mobile data terminal (MDT) access only, or KCJIS web portal access only, do not need to have a LASO.).*

A statewide administrative message is sent out over the KCJIS network 30 days in advance of the classes advising people of the date, time, location, and how to enroll if they wish to attend.

2001-2002 STATISTICS AUDIT & TRAINING
By Captain Ken Justice
Kansas Highway Patrol

Terminal Agency Audits 305
Non-terminal Agency Audits 14

Agencies receiving specialized
training on proper use of III 20

Attendance at TAC training 408
Attendance at LASO training 299

CAMPUS SEX CRIMES PREVENTION ACT
By Jane Nohr
Assistant Attorney General, KBI

Effective October 28, 2002, the Campus Sex Crimes Prevention Act passed by Congress requires the Kansas Bureau of Investigation (KBI) to notify campus police departments or local law enforcement agencies of any registered offenders who are enrolled or employed on college or university campuses. Currently, the KBI is notifying departments by mail based upon information we obtain from registered offenders on the registration form or 90 day verification forms submitted to the KBI. Since, we realize that the information may be outdated or inaccurate, we are recommending confirmation of current enrollment or employment on campus before the information is disclosed to the public. If the enrollment or employment status has changed, please notify the KBI by contacting Ronda Miner at (785) 296-6678.
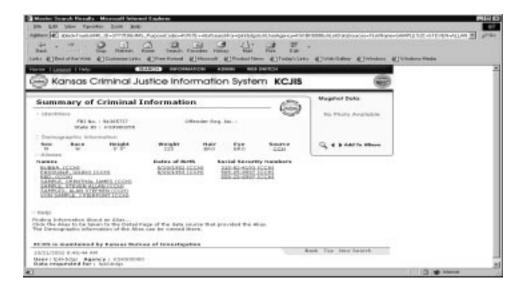
CRIMINAL HISTORY RECORD CHECKS
OVER THE INTERNET

By SAC David Sim
KBI Records Section

Criminal justice agencies may now conduct name checks of the CCH through the KCJIS Web Portal at https:/ /kcjis.state.ks.us. Searches can be made by name, date of birth, social security number, race, sex, KBI number or FBI number. Additional search criteria including age range, height and weight can also be used to define the search.

Search results will display a list of candidate records that match the search criteria. Criteria can be modified or additional identifiers can be added to locate the appropriate record. When a CCH record is selected, the rapsheet will be displayed on screen and may be printed as well.

Currently the Central Repository has over 350,000 CCH records that are fully automated and releasable on-line. If a non-automated record is selected, the requester will be prompted to request the record's automation. The Records Section staff will pull that record, data enter the missing parts and verify the correctness of the information and the unity of the record. After the record is moved from the unautomated to the automated database, the requester will be able to display and print the rapsheet.

NewsLetter

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