



KANSAS CRIMINAL JUSTICE COORDINATING COUNCIL

# KCJIS *NEWSLETTER*

Volume 7: Issue 2; April 2005

## **Kansas Homeland Security Funds to Acquire a New AFIS Platform**

by AD Kirk Thompson, KBI  
Information Services Division

In February, the Governor’s Council on Homeland Security approved a request from the KBI and the state Division of Budget to utilize a portion of Kansas Homeland Security funds to acquire a new AFIS platform for our the state. The action by the council was timely and very much appreciated, as the manufacturer of our current AFIS platform will cease to support the system in 2006. The action by the council will provide the KBI with the first year lease payment for a system that is expected to cost around \$3.9 million.

Technology has changed dramatically since the last AFIS system was purchased in 1997. New functionality to support the Kansas criminal justice community will be a possibility with the new system.

In order to provide interested parties with information about the project and to receive input from system users, the KBI plans to schedule a series of meetings across the state during late April and early May. The meetings will last approximately two hours and will be structured to allow time for any questions an individual agency may have. The meetings will assist in identifying the needs of system users, so that those needs can be addressed in the procurement process. (A list of meeting times and locations can be found on page 3).

I encourage agency managers and system users to attend one of the meetings in your area, especially agencies that currently have (or plan to purchase) livescan equipment. We will discuss the possibilities and plans for incorporating existing livescan equipment into the new system

In addition to meetings for criminal justice users, we will also schedule a meeting in Topeka specifically for non-traditional system users, such as those agencies that by statute are required to conduct criminal history checks on prospective employees or licensees.

If you are unable to attend one of the meetings, please feel free to contact one of the project team members listed below with your questions or suggestions. I look forward to meeting you and hearing your ideas.

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785-296-8254  
ely.meza@kbi.state.ks.us

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785-296-8265  
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**In Memoriam**  
**Ronald Lee Rohrer**  
**March 14, 1941 - March 13, 2005**

On March 13, 2005, the Kansas criminal justice community lost a true advocate and friend. Ron Rohrer, the Information Resource Manager at the Kansas Bureau of Investigation died after his long battle against cancer. Ron will long be remembered as one of the primary architects of the Kansas Criminal Justice Information System (KCJIS). He worked diligently to develop and lead a professional team who helped position our state as a leader among other integrated criminal justice systems. Ron clearly saw the importance of information sharing and the necessary role that technology could play in improving public safety in our state.

Aside from his many professional accomplishments, Ron will be remembered fondly by the employees of the KBI as a friend. Ron was quick to offer encouragement or a kind word and was always willing to take on a new challenge. He brought out the best in all of us. Our thoughts and prayers are with his family. We will all miss him greatly.

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**Kansas Receives NGA Grant**  
by Gordon Lansford, KCJIS Director

KCJIS was selected along with five other states out of 21 states who applied to receive a grant from the National Governors Association (NGA). All six states are considered to be leaders in integrated justice systems.

As the criminal justice community moves towards standardization of data via the GlobalJustice XML Data Model (GJXDM) Kansas was selected to receive a grant to convert our current standard to XML. This migration was already in our long-range plan but with the assistance from the NGA we are moving it forward by several years.

Our conversion team will participate in the NGA Policy Academy in Chicago on April 11-12, 2005. The purpose of the policy academies is to exchange knowledge and expertise with the other states who are receiving NGA Grants. Each state has chosen a different project to develop with their grant with the intent of exchanging applications and knowledge with each other and with other states.

Using the grant as a foundation Kansas will begin the systematic process of converting criminal justice systems to the new XML standard. Future federal funding requirements will include Justice XML as a prerequisite so Kansas will be well positioned to participate.

**KansasCriminal HistoryRecords**  
**Available Using Message Keys!**

by Vicky Harris, KBI  
Information Resource Specialist II

Effective April 4, 2005, Kansas criminal justice agencies began using the "KIQ" and "KFQ" message keys to check for Kansas criminal history records and to obtain the full Kansas criminal history record of individuals. While this capability has been available via the KCJIS web portal for some time, users such as dispatchers and law enforcement officers needed the ability to obtain this information directly to their KCJIS terminals in text format. The implementation of these message keys provides this functionality to those users.

Three (3) purpose codes will be supported through this interface: "C" for criminal investigations, "J" for criminal justice employment and "P" for pre-sentence investigations. "C" and "J" responses will return all data releasable by state statutes, which include adult conviction, non-conviction, diversion, expungement and in-process data, as well as adjudicated, dismissed, diversion and in-process data for juvenile offenders. "P" responses will also include juvenile expungement data.

Agencies should review their procedures and ensure that criminal history checks are conducted both through NCIC III for national records and the Kansas state repository. Kansas criminal justice agencies may receive additional information from what would be returned from NCIC III responses, as NCIC requires all data be fingerprint-based. At the same time, NCIC will provide a national check, rather than just a check of Kansas records.

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**Trouble Submitting to the**  
**KIBRS Gateway?**

If your agency is experiencing difficulty submitting to the KIBRS gateway, please check the date on the calendar. The Incident Based Reporting Section of the KBI shuts the host gateway down on the last working day of each month. The shut down procedure allows the KBI to conduct their monthly NIBRS submission to the FBI. The host gateway is usually turned back on by the second working day of the following month. The IBR Section realizes that this may be an inconvenience for some agencies and strives to complete the process in as short amount of time as possible. If you have any questions, please contact Janell Zeiler at (785) 296-8279.

**Kansas Bureau of Investigation**  
**AFIS Replacement Project**  
**Agency / User Briefings**  
by AD Kirk Thompson, KBI  
Information Services Division

The meetings will be open to any interested agency representatives. Law enforcement administrators, detention facility administrators, forensic laboratory administrators, agency technical staff and livescan users are especially encouraged to attend.

The briefing on May 5<sup>th</sup> will be focused on non-criminal justice users, but criminal justice users are also welcome to attend.

**Briefing Schedule**

- (1) April 19, 2005  
2:00 PM  
Kansas Bureau of Investigation Headquarters  
1620 SW Tyler  
Topeka, Kansas
- (2) April 20, 2005  
2:00 PM  
Johnson County Sheriff's Department (Host)  
6000 Lamar (Crime Lab)  
Shawnee Mission, Kansas
- (3) April 26, 2005  
2:00 PM  
Kansas Highway Patrol Training Academy (Host)  
2025 E. Iron  
Salina Kansas
- (4) April 27, 2005  
2:00 PM  
Finney County Sheriff's Department (Host)  
304 N. 9<sup>th</sup> Street  
Garden City, Kansas
- (5) April 28, 2005  
2:00 PM  
Sedgwick County Sheriff's Department (Host)  
Wichita – Sedgwick County Law Enforcement  
Training Center  
2235 West 37<sup>th</sup> Street North  
Wichita, Kansas
- (6) May 5, 2005  
2:00 PM (Non-criminal Justice Users)  
Kansas Bureau of Investigation Headquarters  
1620 SW Tyler  
Topeka, Kansas

Any questions or comments may be directed to:  
Assistant Director, Kirk Thompson  
KBI Headquarters  
1620 SW Tyler  
Topeka, Kansas 66612  
785-296-8209  
kirk.thompson@kbi.state.ks.us

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**Corrections Continues to Add  
Functionality to KASPER**  
by Mary Chambers, KDOC IT

As reported in the previous editions of this newsletter, the Kansas Department of Corrections continues to expand and enhance the functionality of the Kansas Adult Supervised Population Electronic Repository (KASPER). The website was developed in order to make information about offenders readily accessible to the public and law enforcement. The KASPER site, which may be found at [www.dc.state.ks.us/kasper2/](http://www.dc.state.ks.us/kasper2/), now includes two additional search capabilities.

One new search feature allows the user to search for an offender by Kansas county. A list of counties is provided from which the user may select. Once the county is selected, the user is provided with a list of all offenders on parole supervision in that county. To see the detailed information regarding any of the names provided on the list, the user needs only to select the offender name.

A similar feature provides the user with a list of Community Corrections programs within the state. Once a program is selected, the user will see a list of offenders supervised under that program. As with the list of individuals on parole supervision, the user may view detailed information regarding any of the offenders on the list by selecting the offender's name.

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**REMINDER:**

**The application deadline for JAG GRANTS (formerly Byrne Grants) is 5 p.m. on Monday, April 25, 2005.** If you have questions please call the Governors Grant office at 785-291-3205. You will find the grant application forms at

[http://www.ksgovernor.org/grants/kcjc\\_jag.shtml](http://www.ksgovernor.org/grants/kcjc_jag.shtml)

## KIBRS Quality Assurance Issues

by Bill Reid, KBI

Research Analyst II

The following update is to bring attention to some of the common problems I have discovered while doing Quality Assurance Audits. Please read through these issues and pass them on to any individual that is involved with reporting data to KIBRS.

1. To date, 77% of the agencies reviewed had errors in the reporting of Domestic Violence arrests. In many cases, the agency's reporting method caused arrest rates to appear in the 5-10% range as opposed to the 47-60% range. Please make sure that ALL DV incidents are flagged as "Domestic" **instead of** "Adult" or "Juvenile". Also make certain all subsequent arrests are properly marked "domestic" to ensure an accurate arrest rate is being reported.
2. Most of agencies reviewed are making errors when reporting forgeries with the victim listed as a business. The victim of a forgery should be the person whose name was forged. The business would be the victim of the theft resulting from the forgery.
3. The forgery and theft of the check are being reported on the same case in 57% of the agencies I have audited. Since the check is usually stolen in a different place and at a different time from the forgery, they should be reported as separate incidents. The same is true of fraudulent use of a credit card and theft of the card.
4. Another very common error is to report the weapon of a simple assault as a handgun, knife, blunt object, etc. If a weapon of this nature was used the offense should be aggravated battery not simple battery. In most cases the weapon used in a simple assault should be "Personal weapons".
5. There also continues to be several agencies that are still having trouble reporting accurate and complete information regarding Drug Measurements and Drug Paraphernalia values. Please make certain that these fields are not being left blank and that the information reported is accurate and complete.
6. Incident Location and Zip Codes **state required** fields and must be reported. Many incidents are coming to our attention with incomplete or blank data.
7. We are also starting to see an increase in the number of agencies submitting data and also submitting Zero reports with KSOR and/or KSAR boxes checked. Please make sure when you

submit a Zero Report for KSOR/KSAR that it is because your agency does not have any of these reports to file for that month.

**NOTE:** There have been many questions regarding what location should be used when reporting identity theft. This offense should be reported by the jurisdiction and using the location of the victim.

Any questions regarding your agency's quality assurance should contact me at  
bill.reid@kbi.state.ks.us

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## Changes to KIBRS Reporting

By Janell Zeiler, KBI

Public Service Administrator II

The Incident Based Reporting Section at the KBI implemented some changes to reporting requirements that will affect KIBRS submissions from local law enforcement agencies throughout the state. The IBR section hopes to make this transition as smooth as possible.

After a long discussion with the FBI, we have realized that there was some misreporting on data that was submitted to them. We reviewed our business rules and discovered these changes would also be beneficial to law enforcement personnel using *KIBRS Views* and individuals using KIBRS data to study crime trends.

The following changes went into effect on April 1, 2005:

When reporting theft from a motor vehicle or theft of parts and accessories the following premise codes will not be allowed: 21, 28 or 42. Agencies should be reporting the premise where the vehicle was located when it was entered. For example: If the vehicle is parked in the driveway at a single residence home, use the premise **08**. If the vehicle is parked at a construction site, use the premise of **41**. This will allow crime analysts to identify where cars are actually located when the crime occurred.

The KIBRS handbook will not be republished in 2005 to reflect these reporting changes so please provide officers with the new reporting guidelines. Please note on page 60 of the 2004 KIBRS handbook the *Resident/Non-Resident* status should read:

A "Resident" is a person who maintains his/her permanent home for legal purposes in the locality (i.e., town, city or community) where the **crime** took place.

If you should have any questions, comments or concerns please feel free to contact Janell Zeiler at (785) 296-8279.



**Kansas Incident Based  
Reporting System:  
Data Submission Deadlines for 2005**

By Janell Zeiler  
Public Service Administrator II

The Incident Based Reporting Section at the Kansas Bureau of Investigation has released the 2005 deadline schedule for submitting Kansas Standard Offense and Arrest data to the KBI. These dates also represent the deadline for submitting the *Law Enforcement Officers Killed and Assault (LEOKA) report*, *Supplemental Homicide Reports* and the *Zero Report*. The IBR Section encourages all law enforcement agencies having the responsibility of maintaining a permanent record of offenses to file with the KBI, on an approved form, a report on each offense within seventy-two (72) hours after such offense is reported or known to have been committed.

- April 15, 2005: First Quarter deadline. All January-March 2005 data submitted to the KBI headquarters.
- July 15, 2005: Second Quarter deadline. All April- June 2005 data submitted to the KBI headquarters. This is the deadline to be included in semi-annual statistic reports.
- October 14, 2005: Third Quarter deadline. All July-September 2005 data submitted to the KBI headquarters.
- January 13, 2006: Fourth Quarter deadline. All October-December 2005 data submitted to the KBI headquarters.
- January 20, 2006: Deadline for all January-December 2005 data to be submitted to KBI headquarters for inclusion in the FBI Crime in the United States publication and other Annual Statistic Reports.

**Central Repository Operations Bulletin**

The Ops Bulletin is a technical bulletin published by the KBI Central Repository and distributed by e-mail. The bulletin provides information about Central Repository functions, rules and procedures. For example, the most recent edition, mailed on March 20<sup>th</sup>, included information about new KCJIS message keys, introduction of an Identity Theft File that has been added to NCIC, details on reporting thefts from vehicles to KIBRS and information regarding Motor Vehicle responses to queries.

Subscriptions to the Operations Bulletin are available by contacting PSA II Barbie Berggren at: [barbie.berggren@kbi.state.ks.us](mailto:barbie.berggren@kbi.state.ks.us). Include "Central Repository Operations Bulletin" in the subject line.

Copies of all previous Ops Bulletins are also available on-line in the secure KCJIS web site at: <https://www.kcjis.state.ks.us/Information/Services/services.asp>

**Livescan Fingerprint Device Contract**

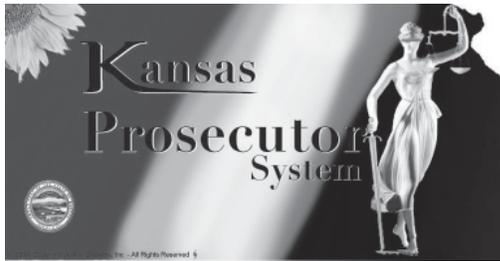
The Kansas Division of Purchases has completed the contract for livescan devices. Any local or state agency may take advantage of this contract to purchase a livescan or related services. The contract is good for the next year and can be found at the following link:

<http://da.state.ks.us:9080/purch/contracts/Contract.asp>

**NCIC TECHNICAL AND  
OPERATIONAL UPDATES (TOU)**

by Vicky Harris, KBI  
Information Resource Specialist II

NCIC Technical and Operational Updates (TOU) 04-2 and 04-3 were implemented on Sunday morning, April 3, 2005. There were numerous changes made to the system with these TOUs, including the implementation of a new file, the Identity Theft File, described below. The complete TOUs outlining the changes that took effect on April 3 can be viewed at the KCJIS web site; click on "Services and Info", "NCIC", "Technical and Operational Updates" "2004". You may also contact your NCIC Auditor/Trainer for additional information.



## **First Pilot of *Kansas Prosecutors System* Installed in Riley County** by Gordon Lansford, KCJIS Director

For the last 18 months a team of prosecutors from across the state have been working on the development of Kansas Prosecutors Case Management System (KPCMS), which can be used by any prosecutor in the state who chooses to do so. The first pilot system is currently in operation in Riley County, and Leavenworth County is being implemented as you read this newsletter.

The Prosecutors System Develop Team consists of individuals from Douglas, Riley, Pottawatomie, Leavenworth, and Finney Counties. Their diligent effort and significant hard work has resulted in a system that may be the most leading edge system in the country. It eliminates duplicate data entry and is linked electronically to FullCourt; the system used by most district courts in Kansas. Kathy Carpenter, Officer Administrator in Riley County says her team “loves the system” even though being the first to install the system was anything but easy.

It is expected that all the pilot systems will be installed by the end of June 2005 at which time the system will be available to any Kansas County or District Attorney who wishes to use the system. Installation of the new system is significantly easier than most new systems because it was developed to link electronically to the court system in each county so the prosecutor can begin operations by simply “back-loading” all current cases from the court system, which eliminates a significant amount of set up and data entry. Based on experience in the first two counties the total time for setup and training is about two weeks at which time the system is ready for use on a daily basis.

If you have questions about the system please call Gordon Lansford, at 785-633-7700.

## **Hazardous Materials (HazMat) Endorsement Update (perhaps the LAST update) by SAC Dave Sim KBI Criminal History Records Section**

The Transportation Security Administration (TSA) began conducting fingerprint-based background checks of commercial truck drivers applying for hazardous materials (HazMat) endorsements on 31 January, 2005.

Kansas was one of 13 states that opted to retain control of the submission process and send HazMat fingerprint records electronically. Four states opted to manually send printed fingerprint cards and the remaining 33 states opted to let a contractor obtain the prints and submit the records without state participation.

Kansas Department of Revenue’s Division of Vehicles (DMV) installed livescan devices in drivers’ license offices in Chanute, Colby, Garden City, Hays, Mission, Salina, Topeka and Wichita.

According to TSA, Kansas was the first state to send in an electronic application. As of the end of March, Kansas has submitted 240 applications and the process is working well. This rate of submission will increase this summer as HazMat renewals are added to the fingerprint identification process.



## **FAQ**

***Q. Our Police Department received a letter from the Records Section of the KBI requesting we locate fingerprint records for several old arrests and that we send those to the KBI. What is this all about?***

A. The KBI Records Section is responsible for maintaining the Kansas Central Repository of criminal history records. One of the section’s initiatives is the identification of missing arrest fingerprint cards in records for which a later disposition was received from the prosecutor. Since fingerprints are required to absolutely identify a subject and tie together all the subject’s criminal history, the KBI is the best possible record is released in Kansas rapsheets.

***Q. Is our PD the only agency to be asked to send in these old fingerprint cards?***

A. No. In the last few weeks over 200 such letters were mailed to law enforcement agencies throughout the state.

***Q. Why doesn't the Central Repository have these fingerprints on file?***

A. There are a number of reasons that the KBI didn't add the fingerprints to the Central Repository. Such as:

- The arresting agency didn't fingerprint the subject.
- The fingerprint card was placed on file with the arresting agency but not sent to the KBI.
- The fingerprint card was of such poor quality that the prints couldn't be used to establish the record.
- The arresting agency sent the card to the FBI and not to the KBI. This was common practice prior to 1983, when Kansas became a "sole source" state and became responsible for processing all records prior to submission to the federal repository.
- Before 2003, when the KBI established electronic connection to the FBI, two fingerprint cards were required by the KBI. One card established the Kansas record and the second was sent to the FBI to establish the national record. When only one card was received, the KBI frequently sent that on to the FBI so that the national record could be created.

***Q. If a local agency mistakenly sends a fingerprint card directly to the FBI, shouldn't the FBI send the card back?***

A. Yes. The FBI will normally refuse to process the record unless it is submitted by the state Central Repository. But with the enormous volume of fingerprints they receive, the FBI occasionally fails to catch that erroneous submission.

***Q. But my PD records clerk has a stack of fingerprint card mailing envelopes with the FBI mailing address pre-printed. Shouldn't we use these envelopes?***

A. No. Mail your arrest/booking fingerprint cards to the KBI, Attention: Records Section, 1620 SW Tyler, Topeka KS 66612-1837.

***Q. Can we wait until we have a bunch of cards, then mail them all at the same time?***

A. Timely submissions are appreciated. The Central Repository would prefer that you mail the fingerprint cards every day. That keeps the workload even and provides faster additions to the subject's rapsheet. Everyone benefits from having that information available.

## **NCIC IDENTITY THEFT FILE**

This file was created as a means for law enforcement to flag stolen identities and identify the imposter when encountered, when the thief is unknown and no arrest warrant is issued. Information entered into this file creates a "victim profile", which will assist law enforcement officers in verifying the identify of the subject. Queries made to NCIC person files (NCIC.QW transaction) will now automatically query this new file.

## **"Ink and Roller" vs. "LiveScan"**

by Gordon Lansford, KCJIS Director



If you are still using ink and roller to take fingerprints you are potentially at risk of releasing someone you might want to keep in custody. If you are using an electronic fingerprint machine, commonly known as a "LiveScan" you should have a positive ID back at the booking station

in less than 30 minutes. That time includes the journey of electronic information from your booking station to the KBI, then on to the FBI and back to you with a positive ID. If you haven't seen a LiveScan it looks much like a copier with a "glass" surface where fingerprints are taken. It digitally scans the prints and tells you if they are good. If you get a bad print you fix it right then and are submitting a quality set of prints electronically for identification. You can also print the standard fingerprint cards for your records.

LiveScan's come in all sizes depending on your needs. A small desktop model would suffice for lower volumes of prints all the way up to full-blown systems complete with digital images. Most of the new LiveScan's also take palm prints which are a capability that will be added to the state's new AFIS system, which is described elsewhere in this newsletter. We currently have 84 counties that are still using ink and roller for fingerprints. As you plan for the future please plan to take advantage of the new lower cost LiveScans to be used in conjunction with the new AFIS system which will be installed to support the entire State of Kansas in 2006. If you have questions please contact me at 785-633-7700, or Dave Sim at 785-296-8265.



*NEWSLETTER*

The KCJIS NEWSLETTER is published by the  
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