

AFIS

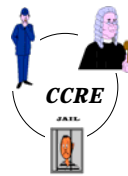


Firearms



UCR

# Virginia State Police



CCRE

JAIL

DMV

NLETS



Local Law Enforcement

NCIC

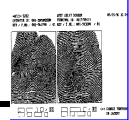
## Criminal Justice Information Services (CJIS) Division Newsletter

Volume 17, Issue 1

January 2010

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## AFIS ACTIVITIES



AFIS

The Virginia State Police has placed an order with NEC to deliver the Archive component for their Integra ID system. Installation is expected to take place in the Spring of 2010.

It has been 2 years since the palm processing component was integrated with our AFIS system. As of November 1, 2009, we have over 70,000 sets of palm prints on file. Palm prints are being submitted with some arrest records, Department of Corrections records, and Sex Offender records.

## VCIN NOTES



### Waivers No Longer Required for Conducting VCIN Basic Training for Outside Agencies

Due to the temporary reassignment of all VCIN Troopers to patrol duties, agency instructors will no longer need to request a waiver from the VCIN Administrative Office to conduct VCIN Basic Training for outside agencies. Please know that we are truly grateful for the efforts exerted by agencies to meet the ever growing training demands for VCIN basic and recertification for VCIN terminal operators.

### Acknowledgement of Warrants Entered Through the eMagistrate System

The Code of Virginia, Section 19.2.390.B, requires all felony warrants to be entered into NCIC and VCIN within seventy-two hours of receipt. To comply with this requirement it is incumbent upon all law enforcement agencies to acknowledge the “WL” sent through the eMagistrate system within that seventy-two hour time frame. The record will then be forwarded to NCIC and, if it passes all edits, the record will be made permanent in NCIC as well as VCIN.

# VCIN NOTES — Continued



## Acknowledgement of Warrants Entered Through the eMagistrate System - Continued

All law enforcement personnel or magistrates must forward the hard copy of the warrant, promptly, to the responsible agency so that they can acknowledge within the seventy-two hour window and to be available for hit confirmation and audit purposes.

## Upcoming Replacement of Nortel Contivity Boxes

All agencies should be advised that planning is underway to replace the Nortel Contivity boxes that are in current use within the VCIN system. This process should be completed by 2013, and all impacted agencies should be prepared to incur replacement costs. The cost of replacing the Contivity box has not been determined at this time and VCIN will keep agencies informed regarding this matter.

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## DMV Print On Demand Temporary Tags Program

Selected car dealerships, in conjunction with DMV, have begun issuing temporary tags electronically, reporting vehicle and ownership information directly to DMV when a vehicle is sold. The application program will send back information to the dealership to include a unique temporary tag number and expiration date. The temporary tag, which is to be attached to a vehicle via a plastic sleeve system, will print on a white 8 ½ x 11" piece of paper on the dealer's printer. The temporary registration card will print on the same sheet, and will be separated for the customer to place the document in the vehicle.

Information provided by the dealer and expiration date is stored in an automated file at DMV, and is indexed by the tag number. All law enforcement agencies will have access to this information through the current VCIN application. When inquiring on these tags and all other temporary tags, the license type code will be "TM".

## VCIN System Outage

The VCIN system will be out of service from 2:00 a.m. until 8:00 a.m. on Sunday, March 21, 2010, for network upgrading. If your agency has an emergency, contact the nearest State Police Division Headquarters for assistance. Further information will be disseminated via administrative message from the VCIN Helpdesk as the date approaches.

# VCIN NOTES - Continued



## ATTENTION: AGENCY HEADS AND TERMINAL AGENCY COORDINATORS

Please disseminate the information contained in this newsletter to all users of the Virginia Criminal Information Network (VCIN) within your agency.

The following agencies were added to VCIN during the second and third quarters of 2009:

AGENCY NAME	TERMINAL ADDRESS	ORI
Chesterfield Co. Fire Marshal FBI-NV-Manassas Woodstock PD	CSFM FBIA WKPD	VA0210200 VAFBINV00 VA0850300



# UCR HIGHLIGHTS

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## **Year End 2009**

The deadline to submit 2009 crime and arrest data is rapidly approaching. These data will be published in the state's report Crime in Virginia and the FBI's national report Crime in the United States. This is a good time to review any outstanding/unresolved errors so that the incidents can be revised and resubmitted. What we receive from your agency is what we report; this information will become the official statistics for your agency. Please note: Any incidents or arrests with errors are not included in your agency's data. In addition, the FBI includes for publication only those agencies that have submitted a full 12 months of data.

Please call the state IBR Program if you need help with your data submissions or have any questions regarding error messages, what they mean and how to correct them. We are here to help you submit the most complete and accurate IBR data possible.

## **2009 Training Sessions – IBR Level II**

Training sessions will be conducted in late January providing training to approximately one-half of the law enforcement agencies that submit IBR data. While Level I covered "concepts and definitions", Level II will focus on "data elements and data values." Sponsored by the state IBR Program, we are pleased to have available to us the services of an FBI trainer. In the past, these sessions have been well received with participants indicating that they were very helpful in better understanding the varied submission requirements of IBR. Approval for additional training sessions, which will be made available to law enforcement agencies in the western portion of Virginia, is underway. When these training opportunities become available, if at all possible, it is strongly recommended that your agency participate.

## **Data Quality and Data Tracking**

Data quality remains a central issue for the state IBR office. We continue to identify and implement new procedures to help agencies identify potential data reporting errors. In the past, we have highlighted potential errors and asked agencies to review their data, make the appropriate modifications, and resubmit these cases. While we still rely on agencies to make these corrections, in some instances we are also beginning to "track" the selected types of incidents. Incidents where property values of a million dollars or more is one example we have tracked for some time. Additionally, we have just begun to start tracking offenses where the agency has indicated that the crime was bias motivated (i.e. a hate crime). So don't be surprised if you are contacted by IBR personnel and asked to verify if an offense your agency submitted was indeed bias motivated and, if so, the type of bias. This will help us compile and report your data accurately and in a timely manner.

# UCR HIGHLIGHTS....CONTINUED

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## The Question of Unfounded Cases, continued

This has been addressed in previous newsletters, but it needs to be emphasized to all IBR reporting agencies.

Agencies often inquire about “unfounded,” “information only” or other situations that indicate circumstances where data have been captured by the agency, but incorrectly sent to the state IBR database. When agencies become aware that this has occurred, they need to remove that particular incident by sending a command that “deletes” the case from the state IBR database. Many agencies are aware of the need for this type of procedure, but what we have found is that agencies believe that they have removed a particular incident, however, their vendor software is not always sending the “delete” record. One way to make sure that any intended modification to the state IBR database has been made is to logon to the IBR web site and perform a query. You can easily do this by going to “Menu” and clicking “Reports” and then selecting “Search IBR.” At this point all you have to do is insert the incident number (for Group A offenses) or the arrest number for Group B arrests and then click the “Submit” button. The result will indicate what the state currently has on file for this incident. You can then determine what steps are needed to modify the case. Be sure that you type the exact incident number/arrest number in the format that is submitted in your IBR file (i.e. spaces, dashes, leading 0s, etc). You can verify the numbering format by viewing one of your IBR submission files on the IBR web site. If it is not in its correct form, your query will not be able to find the incident and you may think that it is not in the database, when in fact, it is.

## Quality Assurance Reviews (aka Audits)

This past December, a few agencies in Virginia were fortunate to have been selected for a Quality Assurance Review of their data. These were federal audits conducted in cooperation with the state program. While the final report has not been completed, there are at least two issues that all IBR reporting agencies should be aware of. These are:

1. For the offense of Destruction/Damage/Vandalism of Property (code 290), some software is selecting “item value” instead of the actual “damage/loss.” As an example, suppose there is a vandalism to a residence – specifically, someone wrote graffiti on one side of the structure. Let’s say, that law enforcement determined the value of the residence was \$100,000 and the damage was \$400. What is occurring, (in some situations) is that rather than the amount of \$400 being reported, the value of the structure (\$100,000) is being reported to the state. One can readily imagine the implications; this would be a gross over reporting of the monetary damage that actually occurred.
2. Type of Arrest (Field 43, see page 71 in the [Data Dictionary](#))

The applicable values are:

- O On-View Arrest (taken into custody without a warrant or previous incident report)
- S Summoned/Cited (not taken into custody)
- T Taken into Custody (based on warrant and/or previously submitted incident report)

# UCR HIGHLIGHTS....CONTINUED

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## **Quality Assurance Reviews (aka audits) - Continued**

Two different errors are being made in regard to this data element. First, while an "On-View Arrest" may have actually taken place, after the suspect was transported and held in custody, a warrant was issued formally charging the individual. Please note that this, and similar types of situations, should be classified as an "On-View Arrest." Second, some vendor software does not supply all of the definitions for the codes of "O," "S," and "T." One important result is that agency personnel may see only "T Taken into Custody" and believe that they are choosing this category instead of "On-View Arrest." The code of "T" should only be used when it is based on a previously submitted incident report or where there is an existing warrant. For an "On-View Arrest" the code of "O" must be used.

## **Additional Quality Control Issues**

**Juvenile Arrests:** While Virginia has mandated policies and procedures to handle data on juveniles who are arrested, these arrests must also be reported to the IBR Program. Please ensure that juvenile arrests are being submitted. Agencies are able to easily verify this by running a query and reviewing the "Arrest Statistical Report" from the IBR web site. This report will show the numbers of adults and juveniles arrested by type of offense. If you know you have arrested at least one juvenile, but none are reflected on this report, this will be an important issue that you need to resolve.

**Agency Information Changes:** Please notify the state Program office whenever you make any "contact information" changes on the IBR web site, so we can update our internal records used for mailings and email notifications. In addition, please let us know if you change the vendor providing your IBR software.

**Traffic Offenses:** On a regular basis, the FBI sends the state Program office lists of incident numbers that require verification for quality assurance. One recent review identified incidents reported as negligent manslaughter, justifiable homicide or homicide that occurred on a highway/road and the weapon was a motor vehicle. In most circumstances, these scenarios were determined to be traffic fatalities and, therefore, not IBR reportable. We have also found that some agencies have been submitting other traffic offenses as well. Please review the narrative on a case involving a fatality caused by a motor vehicle, as well as other traffic offenses, to determine whether it has been correctly submitted.

**Data Values:** Many software packages have drop-down menus where data entry can be completed by clicking on one of the values in the menu. For some fields, code values are listed in numeric order, resulting in a very common code being above or below a rarely-used code. For example, the drop-down menu for the field 'bias motivation' will be listed in order from '11 Anti-White', through '33 Anti-Other Ethnicity/National Origin,' through '51 Anti-Physical Disability,' '52 Anti-Mental Disability,' and finally '88 none' followed by '99 unknown.' A review of hate crimes revealed that the majority of Anti-Physical or Mental Disability should have been coded as '88 none.' Agencies are asked to be aware of these potential data entry 'pit falls' in order to save the time required for additional incident review and resubmission.

## UCR HIGHLIGHTS....CONTINUED



**IBR Submission Files:** It is strongly advised that each month, you verify that your IBR monthly submission file was processed through the IBR web site. There have been recent occurrences of agencies who believed that they uploaded the appropriate IBR submission file, but either submitted the file in "validation only" mode or submitted the prior month's file a second time. IBR reporting agencies are reminded that they need to submit their IBR files by the 15<sup>th</sup> of the following month.

**The Statute Conversion Table:** The IBR web site was recently reviewed and updated (as indicated in the August 17, 2009, IBR web site bulletin). Please remember that this table is provided to you as a tool – a starting point – to help determine the most likely IBR offense code. Ultimately, the most appropriate IBR offense code for a particular case must be determined based on the specific circumstances. The state program personnel are available to discuss questionable cases or to answer any other questions.

### Group A Offenses and Group B Arrests

Statewide, the Group A offense nine month preliminary data figures for 2008 and 2009 are as follows.

<b>Group A Offenses - Nine Months</b>	<b>2008</b>	<b>2009</b>	<b>Percent Change</b>
Murder/Nonnegligent	293	270	-7.8
Kidnapping/Abduction	1,556	1,171	-24.7
Forcible Rape	1,336	1,106	-17.2
Other Forcible Sex Offenses	2,588	2,449	-5.4
Robbery	5,335	4,630	-13.2
Aggravated Assault	8,004	7,621	-4.8
Simple Assault & Intimidation	73,741	74,254	0.7
Arson	1,113	987	-11.3
Extortion/Blackmail	118	84	-28.8
Burglary	23,132	22,830	-1.3
Larceny Theft	113,901	112,843	-0.9
Motor Vehicle Theft	10,103	8,762	-13.3
Counterfeiting/Forgery	5,012	5,419	8.1
Fraud Offenses	17,368	18,015	3.7
Embezzlement	2,495	2,020	-19.0
Stolen Property Offenses	1,311	1,335	1.8
Damage/Vandalism of Property	69,885	64,151	-8.2
Drug/Narcotic Offenses	35,376	34,739	-1.8
Non-Forcible Sex Offenses	156	153	-1.9
Pornography/Obscene Material	305	399	30.8
Gambling Offenses	42	83	97.6
Prostitution Offenses	508	889	75.0
Bribery	16	19	18.8
Weapon Law Violations			-10.2
<b>TOTAL</b>	<b>381,467</b>	<b>371,213</b>	<b>-2.7</b>

# UCR HIGHLIGHTS....CONTINUED



Group B Arrests - Nine Months						
	Adult	Juvenile	Adult	Juvenile	Percent Change Adult	Percent Change Juvenile
	2008		2009			
Group A	85,788	13,349	91,043	13,248	6.1	-.8
Group B	136,761	16,835	144,522	14,508	5.7	-13.8
<b>TOTAL</b>	<b>222,549</b>	<b>30,184</b>	<b>235,565</b>	<b>27,756</b>	<b>5.8</b>	<b>-8.0</b>

Comparing preliminary nine month data for 2008 and 2009, the number of Group A and Group B arrests increased for adults (6.1% and 5.7% respectively). Juvenile Group A arrests remained essentially unchanged (-0.8%) while Group B arrests decreased 13.8%. Together, Group A and Group B offenses increased 4.2% compared to the same period of time last year.