



## *2016 Criminal Justice Information Users Conference*

September 27-28, 2016 – St. Cloud, MN

### **Session Summaries**

#### **Barway Collins Case Study**

Ten-year-old Barway Collins disappeared after getting off of his school bus on the afternoon of March 18, 2015. While investigators immediately believed foul play was involved, the case had no suspects or crime scene. Early on, the Crystal Police Department realized this case would require multiple law enforcement agencies and various community and cultural considerations. Ultimately, it became a child homicide case that would rely on solid investigative work to charge the suspect. The presentation will include video and audio clips to better demonstrate the scope and difficulty of the case.

#### **Biometric Identification Services: Tying it all Together**

Poor quality biometric information could impact sentencing decisions, prosecution efforts and whether your suspect is jailed or walks free. This session includes information about the tools you need to capture high quality biometric information and why you need to make sure it's done right. You'll hear about Minnesota Repository of Arrest Photos (MRAP), Livescan, AFIS, Rapid ID Agency Interface and Livescan Message Enhancement (LME).

#### **Crime Reporting A-Z: Legislative Changes, Summary Reports and the Move to NIBRS**

Hear about legislative changes effecting summary reporting. Get information about Summary Reports available through SRS and summary reporting basics including the hierarchy rule, property reports and arrest reports. Plus, as the state transitions to the new Crime Reporting System agencies will begin to move to incident-based (NIBRS) reporting. Hear about how these changes will impact how you enter crime data. Get information your vendors will need to build the adaptor you'll use. And find out what steps you should be taking now.

#### **Criminal History Background Checks**

Criminal history background checks are not all alike. Learn about the different types of criminal history background checks that are authorized at the local level and the audit requirements for those checks. You will also learn about the types of criminal history background checks that need to be done at the BCA. In addition, we will cover what data is released based on the purpose of the background check regardless of where the check is done.

### **Criminal History Guide**

This session will include the basics of criminal history inquiries and responses focusing on Minnesota's Computerized Criminal History (CCH), the FBI's Interstate Identification Index (III), the International Justice and Public Safety Network (Nlets) and other state data. We will also review a sample criminal history record to help you locate and interpret information.

### **Criminal History Sealing and Expungements**

Since the expungement law was radically changed effective January 1, 2015, agencies have worked through its impact on their record keeping and data management. In this presentation an experienced data practices and expungement attorney will explore what we have learned about processing petitions and expungement orders and options to reduce liability in these important areas.

### **Criminal History Suspense Overview**

Suspended records result in incomplete criminal history data which can lead to charges/sentences being based on incomplete information, handguns being sold to ineligible persons and more. Join us for an in-depth overview of suspense and its relationship to criminal history as well as the steps and tools to prevent and resolve it, including the use of the Criminal History Records Maintenance System (CHRMS) and Livescan Message Enhancement (LME).

### **Data Practices 1: What are the Rules of the Data Practices Road?**

Are you new to data practices or are you looking for a refresher? Would you like to know what changes the Legislature made recently? This session will provide the fundamentals of data practices including what policies and procedures a government entity must have in place, public and data subject access, common issues of concern in criminal justice agencies, remedies and penalties and an update from the 2015 and 2016 legislative sessions.

### **Data Practices 2: Zing Went the Strings of Your Heart**

A discussion of the data classifications that just don't feel right. The topics will include mental health information, medical information, suicide and attempted suicide case files, and victims or witnesses who are minors.

### **DVS and BCA Appropriate Use – Policy & Practical Application**

Learn why appropriate use of the DVS and BCA systems available to you is so important. Get information about the Criminal Justice Data Network that will help you remain in compliance, avoid access restrictions and possible liabilities. BCA experts will also walk attendees through the audit process and the BCA Policy on Appropriate Use of Systems and Data. Plus, get answers to your questions.

### **DWI eCharging / DWI Dashboard**

Officers and records staff will want to attend this training session to ensure they're utilizing all of the features of the DWI eCharging application. BCA experts will provide a refresher for users and answer questions about DWI laws, processing arrests and how recent court rulings have altered how DWI's must be processed. This class will also include an overview of DWI Dashboard -- a mapping tool that may be used to plan effective DWI enforcement based upon the location of prior DWI arrests and alcohol related crashes.

### **eCharging – What's New and What's Coming**

With the addition of electronic search warrants in 2017, eCharging continues to evolve to support your needs. Much has changed in eCharging since its debut in 2009. Session participants will learn about new and underused features that can make eCharging even more valuable in your daily work. User interfaces for citations and incident referral will be reviewed along with common errors that result in rejected documents.

### **FBI's New CJIS Security Policy – What Does it Mean for Your Agency?**

In this session we'll look at changes to the newest version of the FBI's CJIS Security Policy released in August 2016. We'll also take a look at the Advisory Policy Board process and how changes to the Policy are made. The session will end with a review of the resources available from the FBI CJIS Information Security Officer (ISO) Program Office.

### **Gun Permit Background Checks**

This session highlights the BCA's new Gun Permit Background Check (GPBC) System and the statutory requirements for conducting these checks. GPBC takes the whole process electronic and does it all with one-time entry of person data. The system also includes a workflow process to manage permits as they move through your agency's approval process. GPBC is used for both permit to purchase/transfer and permits to carry. Attendees will hear about changes coming in the Criminal History System that will show gun disqualifiers and potential disqualifiers.

### **Investigative Tools & Resources**

Get information on BCA tools that can help solve crimes and locate people, plus tips on some lesser known features in BCA systems that can have a real impact on your investigation. We'll cover off-line searches of NCIC, MNJIS and DVS; show you how to create lineups or find suspects using MRAP; use DVS Access Advanced Vehicle Search with a partial license plate or vehicle description, and much more. You'll also hear about the new Criminal History System, Predatory Offender Registry and Law Enforcement Incident Search. Find out how to add these tools to your investigative toolbox and where you can access additional resource information.

### **Local Agency Security Officers**

This session is a must for your agency's Local Agency Security Officer (LASO). Attendees will get specific information about their roles and responsibilities as LASOs. We'll break down what the FBI Security Policy means for you. We will also explain the agreements that must be in place for your agency for services provided by non-criminal justice agency personnel. Plus, new BCA IT Security Audits, LASO training, and information received from the FBI ISO June 2016 conference.

### **Media Training 1: Tools of the Trade**

This training provides attendees with the tools needed to navigate the complicated relationship criminal justice agencies have with the media. Learn to create news releases and media events that get attention, learn how to build a positive relationship with the media and use social media to communicate with the public.

### **Media Training 2: Lights, Camera, Deliver Your Message**

This training focuses on on-camera techniques for optimizing your agency's message. Attendees will learn how to avoid getting off message during challenging interviews, and what questions you'll be expected to answer during a crisis.

### **Minnesota Fusion Center**

The Minnesota Fusion Center is a multi-agency center which collects, evaluates, analyzes and disseminates information about organized criminal, terrorist and all-hazards activity in Minnesota. The Fusion Center works with law enforcement and public safety agencies and through the national network of fusion centers. Learn how this part of the BCA's investigative division can help your agency share information to maximize your ability to detect, prevent, investigate and respond to criminal and terrorist activity.

### **Missing Persons / Brandon's Law**

This session is for investigators, patrol, and dispatch personnel. It addresses state and federal laws for missing endangered persons and new protocols for missing persons with Alzheimer's or other cognitive impairments. Other topics include common reporting issues (including when you should not remove individuals from the FBI database, when you should report endangered missing people), and the value of collecting DNA. Hear information on taking reports, determining status, record entry requirements, federal requirements and data collection. Learn the criteria for determining children at risk and investigative resources available to help locate missing persons.

### **N-DEx & the FBI's Law Enforcement Enterprise Portal (LEEP)**

Learn how you can access criminal justice incidents happening across the nation using the FBI's National Data Exchange (N-DEx). N-DEx is a national information sharing tool that enables agencies to search, link, and analyze local, state, tribal and federal records. N-DEx contains incident and case reports, narratives, photos, incarceration records, and probation and parole records from criminal justice agencies across the nation, providing instantaneous access to more than 569 million records and 2.2 billion entities. Access to N-DEx is made easy through your MyBCA account.

### **New Criminal History System**

This session will dig in to the changes being made in the new system which will impact how your agency enters and views criminal history records. Attendees will learn about features of the new system, including filters and search capabilities, and how the new system will help resolve suspense. The system goes live in 2017 – make sure your agency is ready!

### **Nlets**

Learn about new and underutilized Nlets message keys, including transactions such as Parole, Probation, Corrections, Wildlife Violator File, Law Enforcement Information Sharing Service (LEISS), Immigration Alien Query, National LPR Index Query, and more. Hear about Nlets resources available to agencies such as N-GAGE, Brodie Assistance Fund, and the Nlets Website. Attendees will also hear about new Nlets initiatives that may involve Minnesota agencies.

### **Officer-Involved Shootings: What Happens When it Happens**

Officer-involved shootings are high-profile events which often garner scrutiny by both the media and the public. Ensuring that the investigation that follows is both thorough and impartial is essential – but most agencies have never been through the process. This session will help attendees understand the process from an agency perspective – including steps your agency can take now that will minimize the impact on your resources and the stress on your personnel.

### **Orders for Protection**

Get a better understanding about what the OFP system does and how it can help your cases, your personnel and your community's protected parties. Hear information to help you work through challenges and learn how to conduct hit confirmations. We'll also take time to answer your OFP questions.

### **Predatory Offender Registry**

Get an update on changes to the registration statute and its potential impact across the criminal justice spectrum. Get stats, requirements and information on how to use the secure POR Website. Law enforcement and corrections will gain a better understanding of proper POR procedures and how to effectively track offenders.

### **Security Awareness Training & Certification: Current Guidelines & Centralized Vendor Screening**

Security Awareness Training (SAT) requirements set forth in FBI CJIS Security Policy continue to be a challenge for agencies. Get answers to questions like what is criminal justice information? Who is required to have SAT? Where is the training? What level of training is required? Who is responsible for making sure users meet the requirements? Who needs to take a SAT Test? And how do agencies manage users and vendors in CJIS Online? How does the BCA centralized vendor screening work?

### **TAC 1: Everything Essential for the TAC**

Learn new information and refresh the old. We'll look at changes to criminal history and hot file topics since 2014. Get a refresher on CJDN policies and procedures, training and managing agency personnel, criminal history and hot file record access and management. We'll also review TAC and user training resources available on the Launch Pad Website.

### **TAC 2: Use, Misuse and Audit Essentials**

Learn about the audit process from start to finish. We'll cover each component of an audit, address compliance issues and solutions, and review audit resources. In addition, changes to the audit process for the 2015-2017 audit cycle will be discussed.