BCA VENDOR CONFERENCE

November 7, 2018
BCA MNJIS ROADMAP

Tom Miller, Enterprise Architecture Manager
PURPOSE

• Give you an overview of where we are planning to go for the next few years
• Answer questions
PANEL

- Dana Gotz, MNJIS Executive Director
- Oded Galili, MNJIS Deputy Director
- Diane Bartell, MNJIS Deputy Director
- Carla Duellman, Product Manager
- Patti Zafke, Product Manager
- Gary Kalstabakken, Product Manager
- Jeff Schwiesow, Product Manager
- Troy Woltman, Product Manager
- Tom Miller, Enterprise Architecture Manager
Mission: “To serve as the state's gateway for the delivery of criminal justice information by providing accurate, timely, and complete information for better decision making.”

Vision: “Trusted source for criminal justice information; balancing public safety and privacy.”
WHERE ARE WE GOING?
There are a few, uh provisos. Ah, a couple of quid pro quos
IN SHORT

“Plans are useless, but planning is indispensable”

-- Eisenhower
CONTEXT

- New Criminal History System was huge and successful but caused us to delay other necessary work.
- Trying to avoid multiple massive projects active at one time.
- Lots of planned “Technical debt” work, usually invisible to users, but important
### ROADMAP

<table>
<thead>
<tr>
<th>Team ID</th>
<th>Team Lead</th>
<th>Description</th>
</tr>
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<tr>
<td>Team 1</td>
<td>PM: Carla Duellman&lt;br&gt;PM: Fani Zaffie</td>
<td>CMS Secondary Releases&lt;br&gt;APIS/BoD Plan&lt;br&gt;RePD IC Plan&lt;br&gt;CMIS Reporting&lt;br&gt;NRTO NRO XML&lt;br&gt;Compliance Analysis</td>
</tr>
<tr>
<td>Team 2</td>
<td>PM: Gary Kaatschak&lt;br&gt;PM: Jeff Schwiembro</td>
<td>Duty Officer&lt;br&gt;NRTO XML Service&lt;br&gt;Probationer Client Notification&lt;br&gt;FinS&lt;br&gt;FAS Service&lt;br&gt;100%</td>
</tr>
<tr>
<td>Team 3</td>
<td>PM: Pat Zieba&lt;br&gt;PM: Gary Kaatschak&lt;br&gt;PM: Jeff Schwiembro</td>
<td>LEAD Reporting Transition&lt;br&gt;CMS/NCX XML Submission and Reports&lt;br&gt;Use of Force&lt;br&gt;eCharging&lt;br&gt;eCharging FAST Integration&lt;br&gt;eCharging PMI Geolocation Service&lt;br&gt;eCharging Juvenile Petitions</td>
</tr>
<tr>
<td>Team 4</td>
<td>PM: Troy Wilmam&lt;br&gt;PM: Gary Kaatschak</td>
<td>Tools Replacement (e.g. JDE, Sofform, RTC, AntBill Pro, JIRA)&lt;br&gt;AIM Upgrade in place (V17.2 to V18.1)&lt;br&gt;100%&lt;br&gt;MQ Upgrade V9.x &lt;br&gt;Oracle Upgrade 2016&lt;br&gt;Migrate from Windows Server (2008 R2 SP1)&lt;br&gt;Windows 10 Rollout - SCOM + Proof of Concept&lt;br&gt;Windows 10 Rollout - Eligible devices&lt;br&gt;SQL Server Migration (from 2008 to 2017)&lt;br&gt;APIS / Oracle R/1&lt;br&gt;CMIS/BRM&lt;br&gt;GBEN Encryption&lt;br&gt;Oracle 12c Upgrade (planning)&lt;br&gt;Oracle 12c Upgrade (Dates TBD)</td>
</tr>
<tr>
<td>Team 5</td>
<td>PM: Sandra Solie</td>
<td>Data Migration Strategy&lt;br&gt;50%&lt;br&gt;Enterprise Req FG&lt;br&gt;POC</td>
</tr>
</tbody>
</table>

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**Legend:**
- **LEAD:** Lead Reporting
- **CMIS:** Compliance Information Management System
- **APIS:** Application Programming Interface
- **BoD:** Board of Directors
- **RePD:** Return on Policy Development
- **IC Plan:** Implementation and Compliance Plan
- **CMIS Reporting:** Classification Management Information System Reporting
- **NRTO:** NRT Optimization
- **XML:** Extensible Markup Language
- **NRTO XML Service:** NRT Optimization XML Service
- **Probationer Client Notification:** Probationer Client Notification
- **FinS:** Financial Services
- **FAS Service:** Finance Service
- **100%:** One hundred percent completion
- **LEAD Reporting Transition:** LEAD Reporting Transition
- **CMS/NCX XML Submission and Reports:** CMS/NCX XML Submission and Reports
- **Use of Force:** Use of Force
- **eCharging:** Electronic Charging
- **FAST Integration:** Fast Standard Application Technology Integration
- **PMI Geolocation Service:** PMI Geolocation Service
- **Juvenile Petitions:** Juvenile Petitions
- **Tools Replacement:** Tools Replacement
- **AIM Upgrade:** AIM Upgrade
- **MQ Upgrade:** MQ Upgrade
- **Oracle Upgrade:** Oracle Upgrade
- **Migrate from Windows Server:** Migrate from Windows Server
- **Windows 10 Rollout:** Windows 10 Rollout
- **SQL Server Migration:** SQL Server Migration
- **APIS / Oracle R/1:** APIS / Oracle R/1
- **CMIS/BRM:** Classification Management Information System/Best Records Management
- **GBEN Encryption:** Global Business Encryption
- **Oracle 12c Upgrade:** Oracle 12c Upgrade
- **Data Migration Strategy:** Data Migration Strategy
- **50%:** Fifty percent completion
- **Enterprise Req FG:** Enterprise Request File Generate
Criminal History and Biometrics

- Criminal History System Enhancements (now – 2019)
  - Charging decision declines from eCharging
  - Automated Diversion
  - Electronic Request for Court Data
  - Suspense Statistics
- Rapid ID (Two-Finger ID) (2019)
- N3G XML (2019)
- AFIS Planning
CRIME REPORTING

- Additional system integrations for NIBRS submissions
- New “Crimebook”
- XML submissions to FBI
- Use of Force Reports
- Civil Commitment Analysis
- SQL Migration
- GIT Migration
DATA SERVICES

- HRO
- LEMS Strategy
- NLETs XML
- Probation Client Notification
- Duty Officer
- SQL Migration
- GIT Migration
ECHARGING AND POR

- eCharging
  - Juvenile Petition
  - 48 Hour Hold
  - GEOlocation
  - OTS Grant work
  - SQL Migration
- POR
- Drug Monitoring Initiative
- GIT Migration
ARCHITECTURE/INFRASTRUCTURE

- SQL Migration
- OSB Upgrade
- CJDN Encryption
- IAM Strategy
- Data Management Strategy
- Enterprise Reporting POC
OTHER WORK

- Support of existing systems and functionality
- Maintenance and Supportability
- Upgrades
- Security
STRATEGIC VIEW

- Make access to data more intuitive and easily accessible
- XML-ization
- Minimize number of accounts and passwords
- Streamline onboarding, training and certification
- Consistent user experience
- Reducing the number of “siloeed” applications
- “Smart Search” – Person-centered view
- Data/Integration standards
- Data quality
QUESTIONS

Minnesota BCA
Bureau of Criminal Apprehension
CRIME REPORTING

Patti Zafke, Product Manager
AGENDA

MN-NIBRS and Crime Reporting System (CRS)

CRS Vendor Resources

Process to Onboard to CRS

Minnesota’s Transition to NIBRS Update

January 2019 FBI Updates

What about Use of Force?
WHAT IS CRS?

Crime Reporting System

- BCA application
- Stores NIBRS and investigative/citation information
- Reports NIBRS crime data to the FBI
- Sends Law Enforcement Incident Search (LEIS) data to Integrated Search Service (ISS)
CRS COMBINED SUBMISSION

ISS: Investigative Search Service

LEIS

NIBRS

BCA
WHAT IS CRS?

Crime Reporting System

- BCA application
- Stores NIBRS and investigative/citation information
- Reports NIBRS crime data to the FBI
- Sends Law Enforcement Incident Search (LEIS) data to Integrated Search Service (ISS)
- Reporting tool
  - Submission reports (error & data quality)
  - Crime data (dashboard & reports)
  - MN Crime Book Publication
  - Ad hoc reporting tool
HOW IS MN-NIBRS DIFFERENT?

**Standard FBI NIBRS**
- Crime Statistic Data Only
- Monthly submission

**MN-NIBRS/CRS**
- Investigative, Citation and MN-NIBRS Crime Data
- Real-time submission (XML)
ONBOARDING TO CRS

To be *eligible* to onboard:

The RMS vendor must have developed a compliant adapter for CRS
KNOWN VENDOR DEVELOPMENT STATUS

- Complete, agencies onboarding
  - Computer Information Systems (CIS)
  - Versaterm
  - Zuercher

- Testing
  - Pro Phoenix (Chisago County Sheriff’s Office)

- Developing
  - Damion Shield (St. Louis County Sheriff’s Office)
  - LETG (Brainerd PD)
  - New World/Tyler (Rochester PD)
  - Superion (Edina Police Department)
  - TriTech (Anoka County Sheriff’s Office)
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Don’t see your company listed? Contact us to discuss your plans
ONBOARDING PROCESS

- Agency submission to Catalog of Services
- Agency identified a RAC & Alternate
- Complete test plan in CRS
- Vendor training
- Staff training for the transition team
- Certify submissions in CRS production
FBI INITIATIVE – NIBRS 2021 TRANSITION

• National NIBRS transition by January 1, 2021

• FBI Director Priority Initiative
  – CJIS Advisory Policy Board (APB)
  – International Association of Chiefs of Police (IACP)
  – Major Police Chiefs Association (MCC)
  – National Sheriff’s Association (NSA)
  – Major County Sheriff’s Association (MCSA)
CRS VENDOR RESOURCES

• CRS Vendor Documentation Package
  – Available to vetted RMS vendors through LE agency
  – Contains CRS Vendor Specification, data requirements, sample files

• CRS Email Distribution
  – Vendor and agency staff notifications
  – Notifications/communications of specification or requirement changes

• Deployment and Product Management Support
JANUARY 1, 2019 UPDATES

• FBI Edit Changes
  – Remove FBI Edit 553

• Victim to Offender Relationship Code Changes
  – Remove HR = Homosexual Relationship
  – Add XR = Ex-Relationship (Ex-Boyfriend/Ex-Girlfriend)

• Aggravated Assault/Homicide Circumstance code Nomenclature Changes
  – “Lovers’ Quarrel” to “Domestic Violence”
JANUARY 1, 2019 UPDATES

• Cargo Theft Offenses Additions
  – Add 26F = Identity Theft
  – Add 26G = Hacking/Computer Invasion

• Offender Suspected of Using Description Change
  – Value of “C” updated from Computer Equipment to Computer Equipment (handheld devices)

• Type Weapon/Force Involved Description Change
  – Value of “35” updated from Motor Vehicle to Motor Vehicle/Vessel
WHAT ABOUT USE OF FORCE?

- Minnesota has developed in-house application
  - Direct submission by law enforcement users
  - Combines state firearms discharge and federal use of force reporting requirements
- Currently no formal plans to require vendor submission
  - BCA will continue to evaluate need
PREDATORY OFFENDER REGISTRY

Gary Kalstabakken, Product Manager
PREDATORY OFFENDER REGISTRY

BCA AWARDED 4 MILLION DOLLARS FOR POR SYSTEM UPDATES - 3 YEAR PROJECT

- ELECTRONIC SUBMISSION OF REMAINING FORMS
- REPLACEMENT OF THE CURRENT POR WEBSITE USED BY LAW ENFORCEMENT AND CORRECTIONS
- REBUILD CURRENT DATABASE
- UPDATE CURRENT INTERNAL POR RMS
PREDATORY OFFENDER REGISTRY CHANGES

- POR ES
  - Submit Online Change of Information (COI)
  - Download Documents from offenders file
  - Document Attachment (currently being piloted on COI’s with Focus Group)
- Complete Homeless Weekly Check-ins (Law Enforcement)
POR ES FUTURE FUNCTIONALITY

• Upload Photos
• Bulk document upload
• Online Submission of Forms
  – Change of Status
  – Incarceration Reports
  – Online Registration Form
• Investigative/Monitoring Queries
  – Mapping
• Notifications
  – Absconding, Warrants, TBD
• Verification Process
LAW ENFORCEMENT MESSAGE SWITCH (LEMS)

Jeff Schwiesow, Product Manager
LEMS is the BCA’s foundational infrastructure for more than 1 million queries/responses each day.
LAW ENFORCEMENT MESSAGE SWITCH (LEMS)

- “Focus” team support
  - Application Administrator – John Wollenberg
  - Planning Manager – Massey Afzali
  - Product Manager – Jeff Schwiesow
  - Several others on the team
Nlets [The International Justice and Public Safety Information Sharing Network] is in the midst of a nationwide initiative to sunset legacy technology and adopt more modern, unified standards.

- **WEB-Service connection to Nlets (completed 2017)**
  - Sets foundation for XML transmissions using NIEM formats.

- **Sunset dot delimited text formats by December 2019**
  - LEMS vendor (Unisys) currently in negotiations with Nlets to assist in the conversion to Nlets XML/NIEM
  - Transforms made as to not affect vendor integrations. Once in place BCA will offer dual path until cutover date assigned for current data format or XML format.

Same applies to web-services offered by BCA.
LAW ENFORCEMENT
MESSAGE SWITCH (LEMS)

• NCIC NIEM XML
  – National Information Exchange Model
  – eXtensible Markup Language
  – Completed by end of 2021
• Required for some capabilities planned for the NCIC 3rd Generation (N3G) initiative.
LAW ENFORCEMENT MESSAGE SWITCH (LEMS)

- Criminal History Queries (QH, QHN, QHM)
  - Reminder there is no need to send CCH password
  - TBD on “REJECT” if password received
  - Example format:

  QH.MN.BCA00XX.NAM/TESTRECORD,JOHN D.DOB/19470427.SEX/M.RAC/W.PUR/C.ATN/Attention Name text
In November 2013 as part of the transfer of the LE Support application functionality from DVS to the BCA it was determined that requesting and displaying the DL photo would **no longer be automatic**. A purpose consistent with state statutes (MN Stat. §171.07, subd.1a) would need to be entered along with a reason that assists an agency in explaining or showing that the use of the photo met a specific business purpose.

Requiring law enforcement agencies to enter a purpose and reason for DL photo transactions enhances the general integrity of data use.
• DL Photo requests
  – “QDLI”
  • Must include “Purpose Code”
  • Must include “Reason”

Definitions
- **PUR**: purpose code
  - Must be a valid BCA assigned code
- **RSN**: reason field
  - Free format text, one character minimum

<table>
<thead>
<tr>
<th>FIELD NAME</th>
<th>REQUIREMENTS</th>
<th>MESSAGE FIELD CODE</th>
<th>FIELD LENGTH</th>
<th>DATA TYPE</th>
</tr>
</thead>
<tbody>
<tr>
<td>PURPOSE CODE</td>
<td>MANDATORY</td>
<td>PUR</td>
<td>2</td>
<td>ALPHABETIC, CODE AS DEFINED IN BCA LIST</td>
</tr>
<tr>
<td>REASON FIELD</td>
<td>MANDATORY, except for TI</td>
<td>RSN</td>
<td>1-80</td>
<td>ALPHABETIC, NUMERIC</td>
</tr>
</tbody>
</table>

**Purpose Code values:**
- CC = Criminal Court Investigation
- JC = Juvenile Court Investigation
- MP = Locate of Missing Person
- OS = Offender Supervision
- PC = Prosecute Crime
- PO = Enforce OFP or DANCO
- SP = Service of Process
- TI = Traffic Investigation

Following is an example of the transaction format.

*QDLI.MNBCA0000.PUR/PO.RSN/CASE FILE #BCAS:NAM/TESTRECORD, JOHN D. DOB/19470427*
BCA is requesting funding to conduct comprehensive analysis to develop a strategy for replacing LEMS in the future

• Including options:
  – Such as outsourcing
  – Replacing current on-site solution
  – Remote hosting
  – Et cetera
Currently in drivers/motor vehicle responses, we limit the width to 80 characters. What if we increased that width and what would be a upper limit?
CRIMINAL HISTORY AND BIOMETRIC SERVICES

Carla Duellman, Product Manager
CRIMINAL HISTORY AND BIOMETRIC SERVICES

• Biometric Services Suite
  – Criminal History System
  – Automated Fingerprint Identification System (AFIS)
  – Livescan
  – Rapid Identification Service
  – MN Repository of Arrest Photos (MRAP)

• Other biometrics:
  – RAPback
  – Rapid DNA
  – IRIS
CRIMINAL HISTORY

- All XML by 2021
- Electronic background check responses
- Integrations with DOC/COMS
- Additional integrations
  - i.e. POR
AFIS

- BCA priority
- AFIS/ABIS planning
  - Multi-modal
  - AFIS RFP
- Civil/criminal submissions
LIVESCAN

- Current contract to 2021
  - Can extend once
- RFP ~2021
- Electronic civil/applicant FP submissions
  - Civil submissions
  - Single control/management of prints
RAPID IDENTIFICATION

• Vendor agnostic solution
  – Phased approach
  – Initially to allow up to 9 vendors

• Provide more data
  – Warrant hits
  – Photos
  – Hot files
  – Alias names

• Field bookings
  – Multi-finger submission/enrollment
MRAP

- Improved photo quality at capture
- Improved facial recognition capabilities
- Quality assurance measures
- FBI/NGI system
OTHER BIOMETRICS

- RAPBack
  - DHS RFP
  - New/updated workflows
    - CHS
    - AFIS
  - Subscription management
- Rapid DNA
- IRIS
STARTING THE VENDOR SCREENING PROCESS

The process will start with the agency where your staff requires unescorted access to CJI.

You will be provided with contact information to start the BCA vetting process.
INITIAL CONTACT WITH THE BCA

Usually this will start with a phone call.

We will need vendor information, such as company representative and type of company.

You will receive 2 forms from us, a vendor screening form and a contract for services with a security addendum.
VENDOR RESPONSIBILITY

Complete the forms, any forms not completed will be returned.

Return the forms as soon as possible to avoid any delays in processing.

Contract approval may take up to 14 business days.
EMPLOYEE FINGERPRINT BACKGROUND CHECK

After the vendor has been cleared the next step is the employee background Investigation.

The company will receive a Background Investigation packet.

Along with the completed form your employee will have to submit a fingerprint card and funds.
Company representative and employee will be notified.

The employee is then required to view the security awareness training and pass the training certification.
DENIED EMPLOYEE

If the employee is denied, the company and the employee will be notified.

The employee letter will instruct the employee how to find out why they were not cleared.

Employer will receive information on how to request a waiver.
COMMON REASONS FOR DENIAL

• Employee did not disclose all contacts with law enforcement.

• Past felony convictions.

• A waiver may be requested by the employer.
Prior to the BCA Vendor Vetting Program a vendor would be cleared by each agency that work was being done at.

The vendor is now cleared at a state level for 5 years to conduct work in the CJI environment with no other vetting requirements.
FAQ

• What happens if I need to start my work prior to being vetted?
• Why does my company have to be vetted?
• Why is the BCA vetting vendors?
• How long does the vetting process take?
• Where do I get my employees fingerprinted?
• How long does the appeal process take for a denied employee?
• Why do I have to take Security Awareness Training?
• Is this process good nation wide?
CONTACTS

Tim Hein
Tim.Hein@state.mn.us
651-793-2621

Breana Beach
Breana.Beach@state.mn.us
651-793-2612

BCACJISSATScreening@state.mn.us
QUESTIONS
What is the MNSITE Program?
What is it used for?
Who can use the program?
What is the process to become an approved vendor on the program?
WHAT IS THE MNSITE PROGRAM AND WHAT IS IT USED FOR?

• MNSITE = Minnesota Seeking IT Expertise
• A master contract program to procure IT services
• Services include both Staff Augmentation and Fixed Price/Deliverable based work
• No restrictive categories of services. If the need is for IT services, it can be procured using this program
• Program uses an eProcurement tool to issue solicitations, accept responses, evaluate responses, issue and execute Work Order Contracts
• Utilized DocuSign to execute contract documents
WHO CAN USE THE MNSITE PROGRAM?

- All State Agencies
- All Cooperative Purchasing Venture (CPV) members
- In order to leverage the program, Users must first receive training on the eProcurement system used to administer the program
HOW DO I BECOME AN APPROVED VENDOR?

- Vendors must first apply to the program
- Acceptance into the program is based on the response to the RFP. The response is evaluated, and if it receives 70 points or more, the vendor is offered a master contract
- Steps to apply to the program:
  1. Create an account for the company in the eProcurement tool
  2. If the services you offer align with the program goals, you will receive an email inviting your company to respond to the RFP
  3. After the RFP has closed and been evaluated, you will be notified whether or not your company was accepted into the program, or not
  4. If accepted into the program, the company will need to fill out an additional registration profile. Once the registration is complete, the Master Contract will be issued for signature
- For more information on the program, visit: https://mn.gov/admin/business/mnsite/
SECURITY UPDATES

Chuck Freeman and Jay Shin,
Information Security Office
The BCA is the FBI CJIS System Agency (CSA) for the State of Minnesota.

The CSA is responsible for ensuring compliance to FBI and BCA security requirements.

The CSA can set higher security requirements than the FBI CJIS Security Policy.

An agency can set higher security requirements than the CSA.
The BCA provides vendor vetting that is valid throughout the state, instead of a vendor having to be vetted, repeatedly, at each agency, they provide services/products.

To start the BCA vendor vetting, send an email to: BCACJISSATScreening@state.mn.us requesting to start BCA vendor vetting.

The agency and vendor do need a written agreement, with the vendor, describing what services the vendor will be providing and specifying the agency has management control of the agency/vendor relationship.
The BCA defines criminal justice information (CJI) as any information received directly or indirectly from any BCA resources.

The BCA defines a criminal justice environment (CJE) as any infrastructure where criminal justice information passes through, is processed, is stored, or where access to criminal justice information is controlled.

CJI and CJE must be protected to BCA and FBI security requirements.
Encryption Requirements

Any requirement for encryption requires the use of a NIST certified, FIPS 140-2 encryption algorithm using a minimum of a 128-bit encryption key.

The agency and/or vendor must provide the NIST certificate number (and the encryption implementation must match the NIST certificate number’s specifications).

NIST certificates can be searched at:
Cloud Computing

If criminal justice information is involved or there is a connection into a criminal justice environment, then all BCA, FBI, and agency security requirements must be met.

Hosted cloud facilities must be physically located in the United States & Canada.

BCA has only authorized Microsoft Government Computing Cloud and Amazon GovCloud.
Cloud Computing (continued)

Encryption will probably be required for data in transit and data at rest.

FedRAMP certification does NOT mean CJIS complaint.

The agency and vendor must ensure any “cloud” implementation meets all applicable security requirements.

If the vendor is allowing multiple agencies to share information – be aware of MN Statute Chapter 13 requirements.
https://www.fbi.gov/services/cjis/cjis-security-policy-resource-center
The BCA Information Security Office (ISO) is a resource available to BCA customer and vendors concerning security requirements.

The BCA ISO ensures compliance by performing on-line and on-site IT Security Audits.

The BCA ISO can be reached via email at BCA.ISO@STATE.MN.US.
THANK YOU

Minnesota BCA
Bureau of Criminal Apprehension