TAC REMINDERS

2021 TAC Conference



FIELD SERVICES





Field Service Supervisor

Mandy Biesinger

mbiesinger@utah.gov

385 - 266 - 5162

C E Ν Т R A



- Carbon
- Juab
- Utah
- Sanpete

Gina McNeil

gmcneil@utah.gov

801 - 652 - 6287



- Box Elder
- Cache
- Morgan
- Rich
- Summit
- Weber

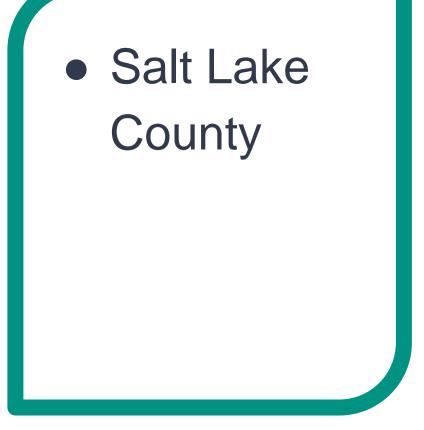
MISSING PERSONS COORDINATOR

Ofa Vaisima

ovaisima@utah.gov

385 - 499 - 1421





Whitney Wilson

wthomsen@utah.gov

385 - 499 - 6963







Jonathan Harr

jharr@utah.gov

385 - 266 - 0190



• Beaver

- Emery
- Garfield
- Iron
- Kane

• Millard

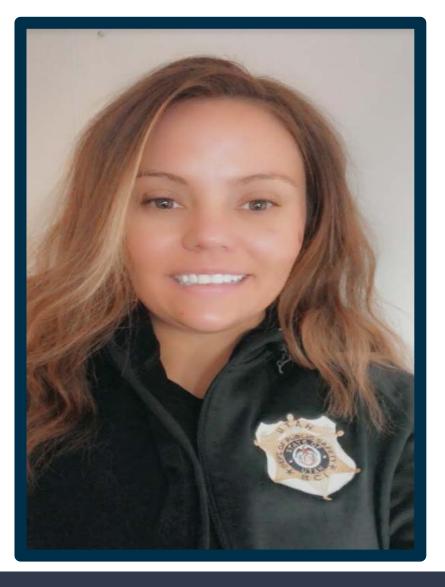
- Piute
- San Juan
- Sevier
- Washington
- Wayne

Alisa Larson

alisalarson@utah.gov

801 - 783 - 6668





• Davis

- Daggett
- Duchesne

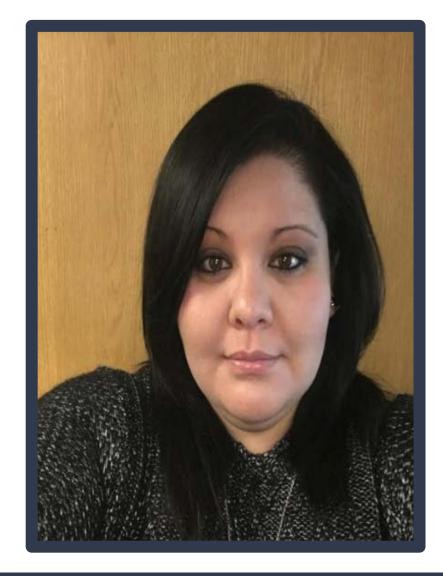
- Tooele
- Uintah
- Wasatch

- Grand
- Navajo Nations

Chauntay Baker

chauntaybaker@utah.gov

385 - 499 - 0186



CRIME STATISTICS

MISSING PERSONS COORDINATOR

Maria "Alex" Martinez

mmartinez@utah.gov 5500



CRIME STATISTICS

Diana Monago

dmonago@utah.gov

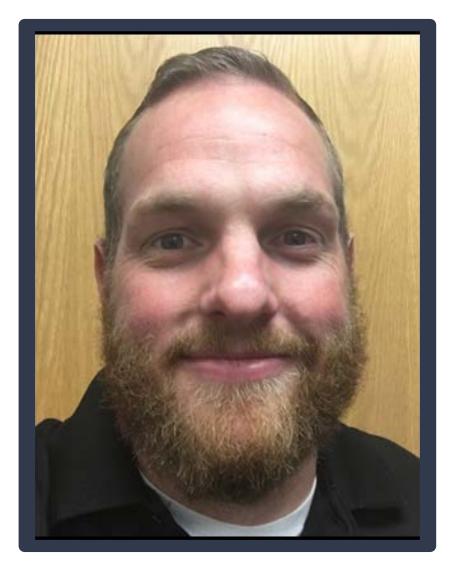
385 - 266 - 1093

UCJIS HELP DESK

dpscic@utah.gov

801-965-4446





UCJIS Help Desk Supervisor

Tyler Thomsen

tthomsen@utah.gov

385 - 266 - 1088

Liz Tallington





Andrew Hardman

Jenn Tofa





Andres Arzeno-Ferrer

UCJIS Help Desk

Bill Parker





Liz Wiseman

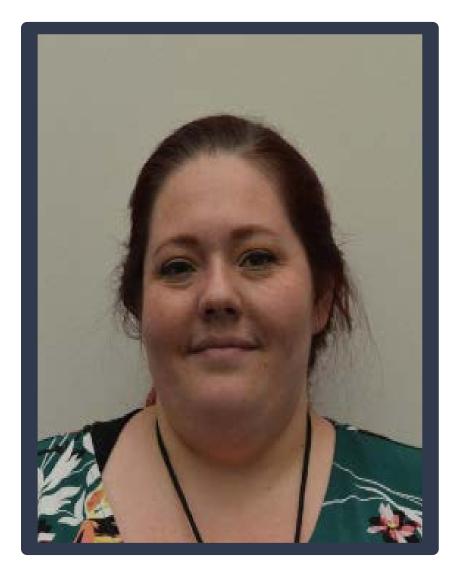






Kelcey Christensen

UCJIS Help Desk



Fingerprint Training

- Grants at BCI is offering fingerprint training
- Training can be done in house with your agency

Erin Paulsen

epaulsen1@utah.gov

385 - 415 - 9848

TAC TEST



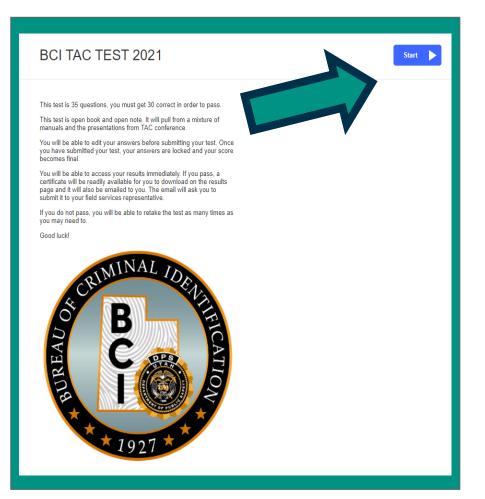
- Must get 30 out of 35 correct to pass
- Test can be retaken if not passed
- Scores are available immediately
- If you are a Federal Agency and unable to access the link due to restrictions, please contact your Field Service Representative

- Link to TAC Test will be available via the TAC website on Thursday, September 30th
- When you pass, you will receive a certificate via email
- You will need to forward that certificate to your Field Service Representative to receive credit
- We recommend that you keep a copy of your certificate

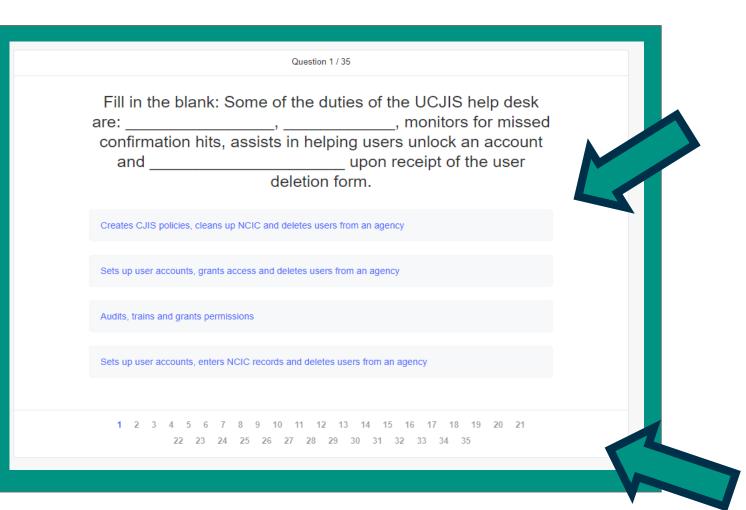
• All TACs and Alt-TACs must complete the test by October 31, 2021

• Refer to BCI Manuals, NCIC Manuals, and TAC Conference trainings to answer questions

• If test is not completed by October 31st, your UCJIS account will be locked until completed



Chau	ntay Baker
Email a	ddress *
chaur	ntaybaker@utah.gov
What is multiple	your agency ORI? Please list all if you are a TAC/alt TAC for $_{\rm A}$. *
UTBO	0000
BCI and	that I have been trained & tested according to the procedures set b d I have/will train all users and non-users on updates presented at onference. *
Chau	ntay Baker



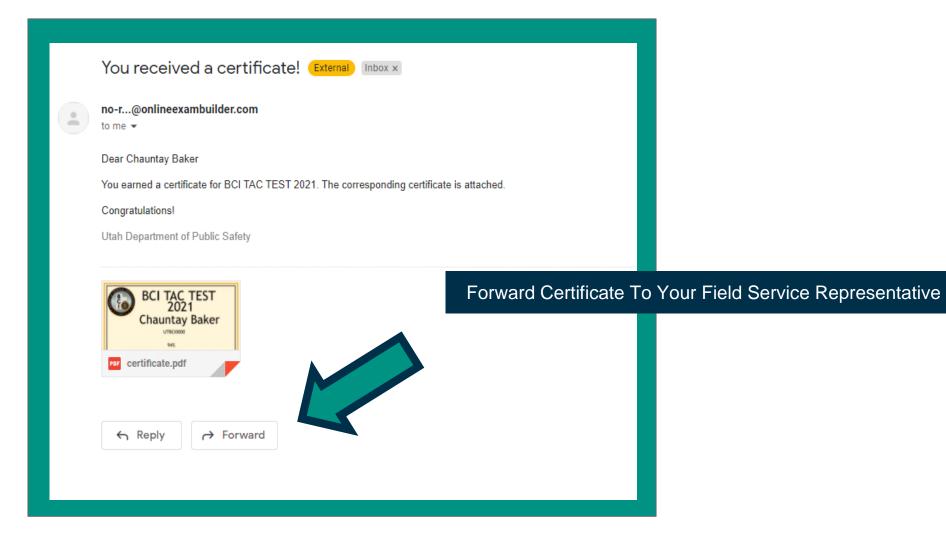
• Multiple choice

- True or False
- Question 1-35 on the bottom of the page

Your score is 94%

Please forward your certificate to your Field Service representative to update your training and testing date and agreement date. You've completed the exam. You scored 33.00 out of 35.00 points. Passed Based on this result, you earned a certificate. Download certificate





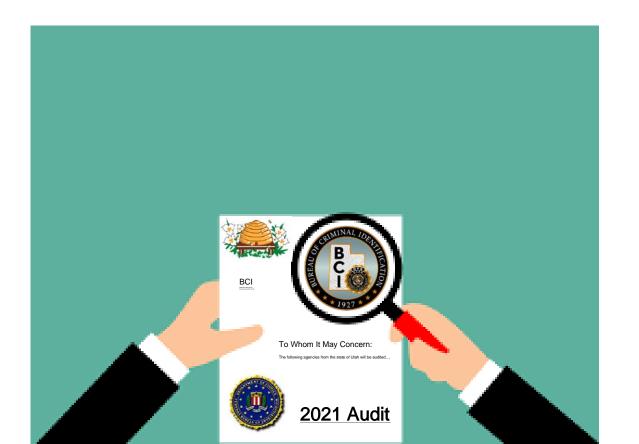
2021 AUDITS



FBI AUDIT FININGS

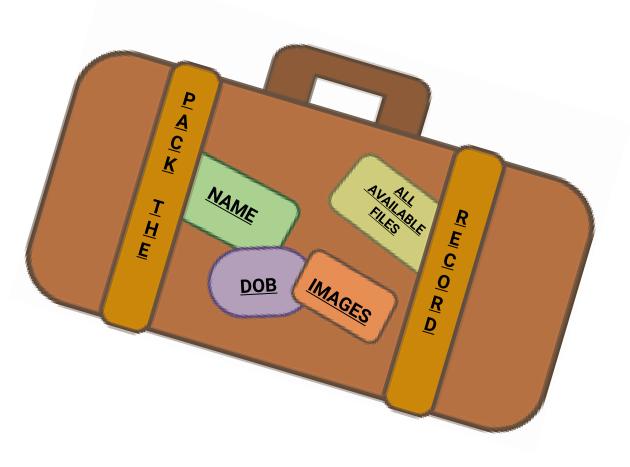
• FBI was here in June 2021 to complete the 2017-2020 audit cycle

- NCIC Validations
- YQ and YR



NCIC VALIDATIONS

- Packing the NCIC record
- Updating the record



PROTECTIVE ORDER/ FELONY WARRANT

When a Protective Order or Felony Warrant is issued, verify that the case numbers are matching up in UCJIS. This will help to avoid duplicates and old warrants not being cleared.



- YQ Requesting for a confirmation on a record
- Agency who is with person or property > Sends YQ > Agency who entered person or property



- <u>Urgent 10 minutes</u> You have no other reason to hold or delay the person or property (Traffic Stop)
- **Routine 1 hour** You have the person or property and may be holding it for another reason (DUI)

• YR - Response to request of confirmation

 Agency who entered person or property > Sends YR > to agency who is with person or property



LOCATE

A locate message <u>must be</u> transmitted when, an agency other than the entering agency of the record finds the missing person, apprehends the wanted person or recovers the property on file in NCIC.



LOCATE

- Extradition
- Responding



NIBRS AUDIT

During 2021 the Uniform Crime Reporting program, which collects Crime Statistics from Law Enforcement statewide, underwent a quality control audit, Utah's NIBRS program and the Law Enforcement agencies that participated in this audit all passed with flying colors. We are happy to announce that there were no corrective actions or changes needed.

THANK YOU

We appreciate all of your hard work and dedication in making sure that the audits were completed in a timely manner. Thank you for hosting the FBI at your agencies and representing the State of Utah well.



SECURITY AWARENESS



CJIS DATA

• Any information provided by BCI via UCJIS to Criminal Justice Agencies necessary for the administration of criminal justice

- This data includes, but is not limited to:
 - Property
 Criminal history records
 - Motor vehicle

• Driver license

Warrants

• Protective orders

ACCESSING FILES

- Criminal Justice Investigation
- Criminal Justice Employment



DISSEMINATION LOGS

- Date record was accessed
- What CJIS information was released
- Name of the recipient of the record
- Name of the requestor
- Case number and specific reason for release

MOTION OF DISCOVERY

Allows Attorneys to disseminate CJIS data to Defense Attorneys



RESPONSIBILITY OF IT

- Ensure personnel security procedures are followed
- Protect against unauthorized use/access
- BCI Security Awareness Presentation



BCI DISSEMINATION

BCI cannot disseminate why an individual was denied as a visitor to a correctional facility. We can provide a Right Of Access, if they choose to purchase one. Which may give them information to their record. BCI is held to the same standards of dissemination of UCJIS information as any other agency.

BCI FORMS





• "ADD"

- Fingerprints and User Setup Form
- Security Agreement
- Train and Test within 6 mo of "ADD"

date, every two years after that



NON ACCESS USER

• "ADD"

- Fingerprints and User Setup Form
- Security Agreement
- Trained and Tested with 6mo of "ADD" date, every two years after that



NON USER

- "ADD"
- Fingerprints and User Setup Form
- Security Agreement
- Trained with 6mo of "ADD" date, every two years after that



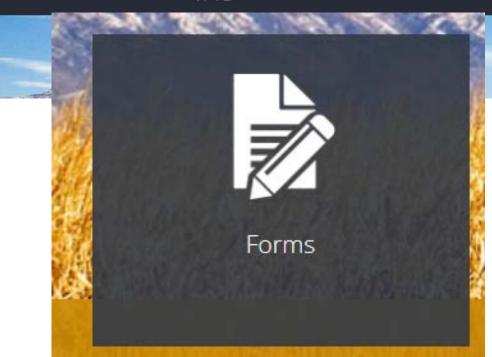
CURRENT BCI FORMS



Public Safety - TAC

Welcome!

TAC





Q

• Using most current forms

USER SETUP FORM

			s-s	Etup F alt Lake City, Uta Email: <u>DPSCIC@</u>	h - 84129
	his form must be	Date of request			
	o BCI in the same is the fingerprint	Agency			
	card(s).	TAC's Name			
	nust include one set of on the blue applicant	TAC's Phone			
fingerprint c	nplete forms and/or ards will be returned being processed.	TAC's Email			
	User Number C	One			User Number Two
User's name				User's name	
AKA's				AKA's	
Login ID				Login ID	
SSN and DOB				SSN and DOB	
User Type:	User Non-Access User	Non-User		User Type:	User
If user t	type is USER: Select	Option 1, 2, or 3	Ac	cess <u>Not</u> neede	d for Non-Users or Non-Access Users
	Default Agency Acces s granted access to all file that				Default Agency Access is granted access to all file that agency accesses
	Other Access Request anted access to the indicate	d types of access.			Other Access Request granted access to the indicated types of access.
NCIC : 1F III: 2F NLETS: MF	11 None None MLIM None			NCIC : 1F III: 2F NLETS: MF	II None None MLIM None

Local: LF LLIM	Local: LF_LLIM
Option 3. Special Instructions	Option 3. Special Instructions
Fingerprints a	Fill out for all user types)
User Number One	User Number Two
Submitted by mail (with this form)	Submitted by mail (with this form)

You should not be selecting all the options available

Option 1. Default Agency Access User is granted access to all file that agency accesses	[
Option 2. Other Access Request User is granted access to the indicated types of access.	Γ
NCIC : 1F 11 None III: 2F None NLETS: MF MLIM None Local: LF LLIM	1 1 1 1
Option 3. Special Instructions	[

USER SETUP FORM

Default Agency Access? *	
O Yes	
O No	

Not all transactions are available as an Agency Default

Non-default permissions - Select what you need
60 Minute Timeout
PC- Booking: (Jail personnel- Can't have PC Arresting on same account)
PC- Arresting: (Arresting Officer-Can't have PC Booking on same account)
PC Prosecutor
PC Supervisor (only if they get PC Arresting)
eWarrants
eWarrants - Juvenile (Usually only for DCFS)
eWarrants - Prosecutor (Usually only for courts/lawyers)
ODNA Query Only
ODNA Application
Crash/Citation (DI9)
ENCO, MNCO
MMJ : Medical Marijuana card query *SWORN OFFICERS/DISPATCHERS ONLY

USER SETUP FORM

Choose from these if NOT selecting Default Agency Access

NCIC 1F

NCIC 1L

🗌 III 2F

NLETS MF

NLETS MLIM

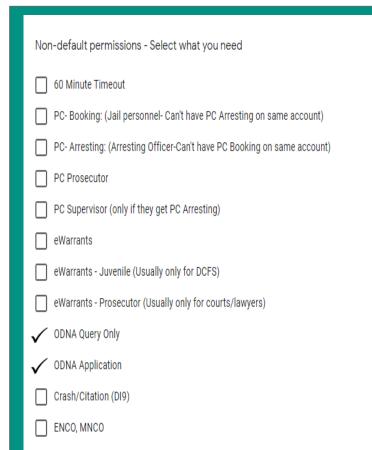
🗌 Local LF

Local LLIM

Other Requested Access or Special Instructions

Your answer

REQUESTING ODNA



	MMJ : Medical Marijuana car	d query *SWORN	OFFICERS/DISPATCHERS	ONLY
--	-----------------------------	----------------	----------------------	------

ODNA Query Only - UCJIS ODNA Application - <u>offenderdna.ps.utah.gov</u>

Option 1. Default Agency Access User is granted access to all file that agency accesses	
Option 2. Other Access Request User is granted access to the indicated types of access.	
NCIC : 1F 11 None III: 2F None NLETS: MF MLIM None Local: LF LLIM	N H N L
✓ Option 3. Special Instructions	
ODNA on UCJIS	

CRIMINAL JUSTICE AGENCY AGREEMENT

UTAH DEPARTMENT OF PUBLIC SAFETY BUREAU OF CRIMINAL IDENTIFICATION CRIMINAL JUSTICE AGENCY AGREEMENT 2021-2022

AGENCY -2022

corrective action plan.

active.

AGENCIES WITH NCIC AND/OR SWW ENTRY ACCESS

removed promptly to ensure maximum system effectiveness

electronically as per the CJIS Security Policy.

Sophiletta

May 1, 2021

BCLADMINISTRATOR(SIGNATURE) BURE 4U OF CRIMINAL IDENTIFICATION AGENCY NAME

MISUSE: BCL as the Control Service Agency (CSA) for Utah, maintains the right to suspend UCJIS service

when the security or dissemination requirements agreed to and adopted by and through this contract a

violated. Any misuse must be reported to the Director of BCI and the Commissioner of Public Safety per Utah

Code Annotated 53-10-108. If service is unspended, BCI will reinstate service upon receipt of a satisfactory

VALIDATION: This agency acknowledges that validation is required for the following records: NCIC (boat, license plate, vehicle, gun, securities, persons, selected article files) and Statewide (warnants and

tizes its own liability for the content and validity of records entered under this agency's ORI

TIMELINESS: This agency agrees that both NCIC and Statewide records will be entered, modified, and

LOGGING: A log shall be maintained on all NCIC and III transactions. BCI maintains this log

NCIC ENT NCIC INQ III III VLETS UCH

protective orders). This agency should confirm the record(s) is complete, accurate, and is still outstanding or

HIT CONFIRMATION: If this agency is not a 24-hour agency, it must have an agreement with a 24-hour

agency who will monitor and respond to any NCIC hit confirmations in accordance with the policies and procedures set forth by the International Justice and Public Safety Network (Nlets) and NCIC. This agency also

Please check the access that your agency has been authorized to use

a thirty (30) day written notice or upon failure by the agency to comply with any of the provisions of this agreement.

Failure of the sepretty to sign this seprement shall be grounds to dong UCRS secons to the approx. A new Christian basics Approx. A second strate and the submitted to BCI boold this seprestry receive a new Animistrator bettreen July 1, 2021 and June 30, 2022.
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nent is effective from July 1, 2021 through June 30, 2022. This agreement may be terminated by BCI based or

LOCAL

AGENCY ADMINISTRATOR (SIGNATURE)

B

AGENCYNAME

DATE

Once signed, email a copy of this agreement to your agency's BCI Field Services representative or bells.@utah.gov

Page 2 of 2

(AGENCY ADMINISTRATOR) (NAME OF AGENCY)

ORI Number hereby acknowledges the need for security and training for operating personnel to access UCJIS file information. This agency agrees to comply with all state and federal statutes and regulations, and to use any information received from UCJIS. Planatiri, and the Public Safety Alerts and Notifications System (PSANS) for criminal justice purposes, criminal justice employment and BCI approved Unh Right of Access only. This agency also agrees to adhere to the National Crime Information Catter (NCIC) Operating Manual and the CJIS Security Policy.

QUALITY ASSURANCE: This agency acknowledges that these responsibilities have been developed and approved by the FBI and BCI in order to ensure the legality, reliability, confidentiality, completeness, and accuracy of all records contained in or obtained by means of UCIS. This agency agrees to train the anthretized agencies it doscuments UCIS anformation to on the integrity of this information by familiarizin laws, rules, policies, and procedures of the system.

USE OF SYSTEM: This agency agrees to allow the Tenninal Agency Coordinator (Tperform all necessary duries and attend mandatory raining related to UCIIS responsibility annual TAC Conference is mandatory. TACs are responsible for ensuing that changes to procedures are trained on and implemented within their agency. The TAC must identification in order to maintain TAC tants.

SCREENING: Per Administrative Rule R722-500, this agency agrees to conduct thoron screening of all personnel who may come in contact with any CIIS or UCIIS information a unrestricted access to a location containing UCIF screeced or a computer with UCIFs access warmant and criminal history record checks by fingerprint identification must be conducte users, and other persons employed or utilized to effective access hot iminite transmission information. Once a user has been granted access to the UCIFs system, a fingerprint card in BCI within 30 days or the user's access will be disabled.

AUDIT: This agency agrees to be audited by BCI and/or the FBI at least every three ye CJIS Security Policy.

SECURITY: This agency is responsible for the following security measures: communication equipment; personnel security (to include background screening resecurity; and data security (to include any criminal history record information).

TRAINING: This agency acknowledges that the TAC is responsible for training, testin proficiency of users in order to assure compliance with Utah and FBI policies and reg testing is to be completed within six months of receiving a login identification and every

DISSEMINATION: This agency acknowledges that desemination of UCIIs information Code Annotated 53-10-108. This information may be disseminated to criminal criminal justice parposes and criminal justice employment. If an agency has an app Access contract on file with BCI, they may, when adhering to the guidelines of the Uha Criminal History UCIF received to properly identified individuals as acknowledge

Day 1 of 2

Yearly Agreement

 New Administrator - You will need to submit an updated Criminal Justice Agency Agreement

ADMINISTRATOR

 Needs to be listed as at least a Non-Access User under your Agency ORI

 Non- Access Users receive and use UCJIS Information, but do not directly log into UCJIS

• "ADD" in UCJIS, Submit fingerprints to BCI and a User Setup Form, Submit a Security Agreement, Trained and Test, Submit Testing Agreement

Rapback Prints

Once a Deletion Form is submitted the fingerprints really are deleted, BCI no longer has access to them. New fingerprints will need to be submitted.



LEGISLATIVE UPDATES



USE OF FORCE

- Utah code 53-10-205 requires all Law Enforcement Agencies to report Use of Force data
- Requirements:
 - Death of an Offender
 - Serious Bodily Injury to an Offender
 - Firearm Discharge to an Offender

RY Transaction

• Voluntary Lethal Means Restriction

• This transaction is specifically for Law Enforcement

• Voluntary Lethal Means (Firearms) Restriction Presentation

REMINDERS



MMJ Transaction

- MMJL is the transaction for Medical Marijuana
- This transaction is also specifically for Law Enforcement
- It is not to be used as an investigative tool

UCJIS Utah Criminal Justice Information System	Close All	▲ (12) You have a YQ me		
CJIS Home MMJL ×				
luery			11 Port 11 - Port - America America	
			Medical Marijuana Search Query	
Requestor Info				
Requestor:*	E	NTER REQUESTOR		
Search				
Card Number:	ENTER CARD NUM	IBER		
Last Name:				
Last Name.	ENTER LAST NAM	E .		
First Name:	ENTER FIRST NAM	IE		
Date of Birth:	ENTER MMDDYYY	v		
	servers milliou 111			

FELONY WARRANTS

Last year, BCI created a Focus Group to assist with improving the Felony Warrant procedures. We are currently working with The Courts and AP&P to provide more information that will assist in knowing who to contact regarding Felony Warrants.



Brady Denial

- You should have received in August
- We need the response by October 15th
- Jake Dunn
 jacobdunn@utah.gov 801834-1148





Recently a change was made to allow for both the arresting agency and the booking agency to enter the JRA







MODIFICATION OF JRA

- Modification of the JRA, the agency that created it, will ALWAYS be able to modify it in the MNCOL transaction in UCJIS
- If a booking agency creates the JRA and adds the arresting agency ORI, they too, will be able to modify that JRA using the same transaction.
- If an arresting agency creates the JRA, they will be the ONLY agency (LE) that can modify it.



- When entering an Amber Alert certain info is optional i.e. suspect or victims clothing
- Remember that what you are entering in the alert, that is exactly how it will be distributed to the public

 If during an AMBER Alert your agency needs assistance you may contact the UCJIS Help Desk or the AMBER Alert Coordinator on call

UTAH MISSING PERSONS QUERY

UMPQ (Utah Missing Persons Query) is a new transaction that is the Utah Missing Persons Database. It houses all Missing NCIC Records for the state.



		Utah Missing Persons Query	
Case Info			
LE Agency:	•	Agency Case Number:	ENTER AGENCY CASE NUMBER
From Date:	ENTER FROM DATE MMDDYYYY	To Date:	ENTER TO DATE MMDDYYYY
Case Type:	~	NIC #:	ENTER NIC
Active in NCIC:			
Person Info			
Person Info Person Type:	~		
	ENTER LAST NAME	Name Search Type:	STARTSWITH ~
Person Type:		Name Search Type: Name Search Type:	STARTSWITH ~ STARTSWITH ~
Person Type: Last Name:	ENTER LAST NAME		



- You can choose to leave the query screen blank
- If you select a LEA, it will query Missing Person Records listed under that agency
- More information will be available during the AMBER/ Missing Person Presentation.

SILVER ALERT

When your agency issues a Silver Alert, while it is not required, the UCJIS Help Desk requests that you call to let them know that your agency will be issuing one.



NLETS UPDATE

New Hampshire Driver License photos will now be included when someone runs a New Hampshire Drivers License on Nlets. The same rules of dissemination apply to these DL photos as ours.



