

Take Backs

TAC Conference 2022



• TAC Reminders



TAC Reminders

- NICS Update
 - \$.H. Broadcast message
 - Denial notification will be delivered to the appropriate law enforcement agency based on the city, state, county, and zip code combination of the FFL location and city, state, and zip code combination of the attempted purchaser's home address, if different
 - Start September 26, 2022

TAC Reminders

- NICS Update
 - \$.H. Broadcast message
 - Only for out of state attempted purchase denials
 - Agencies will still see in state denials with BD broadcast message and BRDQ UCJIS transaction
 - Now agencies can see if one of their residents was denied in Idaho, Texas, New York, etc.
 - Agencies will want a policy in place on what to do with these messages

TAC Reminders

FIREARM DENIAL NOTICE:

A PERSON PURCHASING/RESIDING IN YOUR JURISDICTION WAS RECENTLY DENIED THE TRANSFER OF A HANDGUN.

THE FBI ENCOURAGES YOU TO CONTACT YOUR LOCAL BUREAU OF ALCOHOL, TOBACCO, FIREARMS
AND EXPLOSIVES OFFICE PRIOR TO TAKING ACTION. (CHARLESTON ATF, 304-234-5678)

THE NATIONAL INSTANT CRIMINAL BACKGROUND CHECK SYSTEM (NICS) SECTION CONDUCTED
A NAME SEARCH USING DESCRIPTIVE DATA, NOT FINGERPRINTS, FOR A FIREARM BACKGROUND
CHECK WHICH WAS DENIED ON 4/26/2022 02:02:23 PM FOR:

NAME DOE, JOHN L. NTN-102356748
SEX M RACE W DATE OF BIRTH 10-11-1990 PLACE OF BIRTH WV
HEIGHT 6'1" WEIGHT 185 SOCIAL SECURITY NUMBER 123-45-6789
RESIDENCE ADDRESS: 456 AMERICAN WAY, APPLE PIE, APPLE PIE COUNTY, WV 22445

INFORMATION RECEIVED INDICATES THE ATTEMPTED PURCHASER IS PROHIBITED FROM
RECEIVING OR POSSESSING FIREARMS IN THE STATE OF PURCHASE AND/OR STATE OR RESIDENCE,
BASED ON:

SUBJECT OF QUALIFYING PROTECTION ORDER

THE ATTEMPTED PURCHASE OCCURRED AT:

FIREARM DEALER USA ARMS
ADDRESS 123 MAIN STREET, HOMETOWN, HOMETOWN COUNTY WV, 23456
PHONE 304-625-1002

SHOULD YOU HAVE ANY QUESTIONS REGARDING THIS NOTIFICATION, PLEASE VISIT:
(web address will be inserted here when established)

THIS NOTIFICATION WAS ALSO PROVIDED TO THE FOLLOWING ORI(S):
WV0470150 SO APPLE PIE COUNTY 304-478-0000 WV0625630 PD HOMETOWN 304-457-0000

TAC Reminders

- eWarrant Assistance
 - utleoresources.com
 - Free website
 - eWarrant tips and tricks
 - eWarrant feedback
 - Lt. Bryce Weir
 - Investigations Division
 - Salt Lake District Attorney's Office
 - bweir@slco.org

TAC Reminders

- AFIS Training
 - In person training for livescan or ink prints
 - Criminal History training
 - Mobile fingerprinting assistance
 - Suspense File training for courts
 - Questions regarding fingerprints or troubleshooting fingerprint rejections
 - Contact:
 - Erin Paulsen
 - epaulsen1@utah.gov
 - 385-415-9848

 - AFIS
 - dpsafis@utah.gov
 - 8501-965-4569

TAC Reminders

- Judges
 - Whenever a new judge is appointed to a court, the court TAC should email their Field Services Representative with the judges information
 - Judges will be added to Warrants, Warrant Management System (WMS), and PC

- Protective Orders
 - Expiring Temporary Protective Orders
 - Please remember to expire Temporary Protective Orders before issuing a regular Protective Order

TAC Reminders

- NIEM
 - National Information Exchange Model
 - As of now, only NCIC will change and convert to the NIEM format
 - Responses will be color coded
 - Green means it was accepted into the system
 - Red means there was an issue or error
 - Orange means the system rejected the submission
 - Blue means no record was found in NCIC

TAC Reminders

- QQ
 - Translation of Agency Identification Number (ORI #)
 - Can only go back 30 days
 - Look up who has looked something or someone up
 - “Querying” query
 - Anything further would need an offline search

- **The Benefits of NCIC Offline Searches**



NCIC Offline Search

- Purged records never leave the system
- Offline searches are available and can be tailored to whatever the agency is wanting searched
 - ORI Cross Match
- Offline searches can go all the way back to 1990...maybe even further
 - Results will be sent back to your agency in six month time frames



NCIC Offline Search

- Wild Card
 - When you don't have all information available, Wild Card characters can be used
 - Partial VIN
 - Partial Vehicle Reg
 - Color of vehicle
 - Make of vehicle
 - Physical description

NCIC Offline Search

- Delayed query logs
 - Five days from the time when you made the request

- Want a copy of the NCIC presentation?
 - Contact Mandy Biesinger at mbiesinger@utah.gov
 - This presentation will not be posted to the TAC Website

NCIC Offline Search

- Contact information:
 - Grant E. Smith
 - gesmith@fbi.gov
 - 304-625-3826

 - IOAU@fbi.gov
 - 304-625-3000
 - 304-625-2155 after 4pm EST

○

- **CJIS Security Policy Update**



CJIS Security Policy

- CJIS Security Policy will be updated in October
- The updates will be an FBI Compliance Audit requirement

• Blue Alert File





Blue Alert File

- How to attach a blue alert to an NCIC entry:
 - Limited to 4 files:
 - Wanted
 - Missing (for a missing officer only)
 - Felony Vehicle
 - Violent Person File



Blue Alert File

- Must be involved in a state activated alert first
- Blue alert HAS to be the first 10 characters in the message and should be removed once the blue alert has been resolved

Current Cyber Threat

- Trends and What's the Best Way to Keep Current



Current Cyber Threat

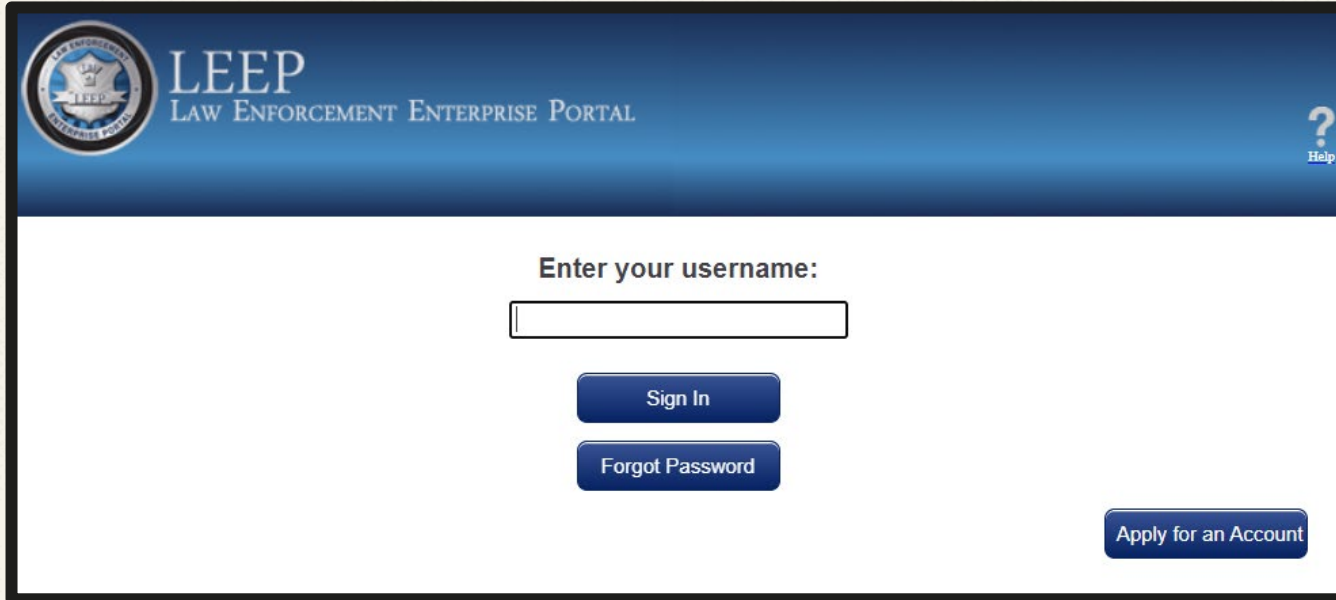
- Phishing attacks and ransom ware are the most prevalent currently
 - Malware and unauthorized access are the largest incidents reported by states to the FBI
- Make sure to have good backups to recover from ransomware
 - It should not be on the same network or RMS
- Must have MDM
- Make sure to change default passwords
- Per policy, every agency must identify a LASO

• N-Dex



N-Dex

- To get access to N-Dex go to www.cjis.gov
 - LEEP



The screenshot shows the LEEP (Law Enforcement Enterprise Portal) login interface. At the top left is the LEEP logo, which includes a circular seal with a star and the text 'LAW ENFORCEMENT' and 'ENTERPRISE PORTAL'. To the right of the logo, the text 'LEEP' is displayed in a large font, with 'LAW ENFORCEMENT ENTERPRISE PORTAL' underneath it. In the top right corner, there is a question mark icon with the word 'Help' below it. The main content area is white and contains the text 'Enter your username:' above a text input field. Below the input field are three blue buttons: 'Sign In', 'Forgot Password', and 'Apply for an Account'.



N-Dex

- Once you receive access, you will be able to see what states are participating by accessing the “Resources” tab in LEEP
- Searches vary
 - Advanced searches
 - Wildcard searches
 - Batch searches

• CJIS (IT) Audits



CJIS IT Audits

- For agencies who haven't started nor received their audit, the spreadsheet is going away
- The audit process has been updated to a questionnaire to identify scope of agency's CJIS environment, minimized documentation requests, and user guides for clarity

CJIS IT Audits

- Avoid copying entire policy sections from the CJIS Security Policy. Tailor policies to include only the controls at the agency/dependent upon agency's implementation
- Work with LASO to support CJIS compliance
 - LASO training will be provided (ETA is TBD)
- Le.fbi.gov > JusticeConnect
 - Secure platform for law enforcement personnel collaboration

• Broadcast Messages



Broadcast Messages

- You MUST watch for broadcast messages 24/7. If your agency is not a 24/7 agency, you must have an agreement with another agency that will watch those for you

Broadcast Messages

- Watching those messages will:
 1. Keep law enforcement and the public safe
 2. Allow you to maintain a paper trail for your case
 3. Keep your records updated when a record maintenance message is sent (ie: brady denials, Auto Expungements, Expungements, etc)
 4. Keep your agency and the State of Utah in compliance with NCIC procedures

• Acronyms



Acronyms

- Most acronyms can be found in a manual
 - NCIC Operating manual
 - BCI Manual
- BCI will be placing a condensed acronym list on the TAC website, however we still encourage you to read the manuals and familiarize yourself with them and their meanings

• UCH/Expungement



UCH/Expungement

- BCI cannot create a RAP sheet without fingerprints
- If you find any discrepancies on a RAP sheet fill out the Criminal Record Update Request Form on the TAC website

UCH/Expungement

- EX broadcast messages are sent to agencies involved in a case being expunged
- Auto Expungements are expungements that don't have an application and are found using a court system identifying records that fall under the "clean slate criteria"
 - Once the AE message is sent out, the record has been expunged

UCH/Expungement

- Utah's Clean Slate Law only applies to misdemeanor records as of right now. An auto expungement meets the clean slate criteria if an individual goes without a crime and the waiting period for their previous crime has ended
- Much like normal expungements there are conviction types that are not eligible for automatic expungements

• UCH/Expungement Questions •

- What do prosecuting attorney offices get now the certificate of eligibility are not given out?
 - Prosecuting agencies should still receive messages during a petition-based expungement. As for the AE messages the prosecutor should be receiving emails about AE messages to either approve or deny
- How long does it take for an expungement to come off an individual's CH once approved?
 - Once the expungement is approved and sent to BCI it will be expunged in the order they are received
- Do the courts have to go in and expunge off of that EX list? Or is it already done based on their initiation of it?
 - Courts will need to go in and remove any record of the incident when receiving the EX message

• UCH/Expungement Questions •

- Does the auto expungement information come from the court exchange website? If so, how come more information can't be added to the auto expungement sent to agencies? Auto expungements I have received have very little information to go off.
 - The information for Auto Expungements comes from CORRIS. If you need any additional information on an Auto Expungement you can reach out to the Auto Expungement email
- So what is the difference between an expungement and a board of pardons? I have had two sex offenders recently get pardons from the board of pardons after completing their time on the registry. This is basically an expungement, correct?
 - An expungement is something that was initiated by the individual through BCI. If they are denied an expungement they can go to the Board of Pardons and request for the record to be expunged.

• UCH/Expungement Questions •

- When an incident is expunged. Does BCI fully remove said incident like it never happened? Or does it just say "expunged"?
 - BCI does fully remove the record but they list it in the Expungement program to prevent it from being re-added
- If Class A sexual battery charges qualify for auto expungement, are the victims informed/contacted?
 - Auto Expungements do not inform the individual that cases are being expunged. They would only know if they do an ROA and see it gone

• UCH/Expungement Questions •

- If the record is expunged, would someone still have to answer "yes" on a job application to the question of "have you ever been convicted of a crime?"
 - If someone petitions their record to get expunged they would not need to put that they have been convicted of a crime

• UCH/Expungement Questions •

- Is it possible to get a history of all Broadcast messages for several months to make sure no EX or AR messages have been missed?
 - You can submit a Dissemination Log Request Form to go back and retrieve all of the messages your agency has received.
- How is a criminal history created in this new COVID era where jails refuse offenders at the door and do not process them unless they fit their subjective requirements? Is the single index fingerprint collected for the citation enough?
 - Yes, we can accept a single print citation.
- We have gone from 1-2 expungements a month to 60+ in a two week period with auto expungements, why are there so many and is there a time limit to have these done?
 - The AOC rolled out a lot of AE messages all at once and eventually over time it should get better. The good news is agencies are given 1 year to completely expunge the case.

• UCH/Expungement Questions •

- Does the EX broadcast apply to Juvenile court expungements?
 - No, they are under a different statute so it does not apply to juvenile cases.
- How are courts supposed to send expungement orders to BCI?
 - The AOC can help you get that information to BCI.
- Aren't we supposed to attempt to contact victims? Don't we have 30 days for the victim to respond?
 - Yes you should be reaching out to victim(s) within 30 days and the prosecutor still has the ability to deny the expungement.
- Is there a time frame in which expungements (AE & EX) need to be completed?
 - EX needs to be done once you receive it. As previously mentioned you have 1 year to complete AE messages.

• UCH/Expungement Questions •

- Fingerprints required: I understand minors with charges below Class A misdemeanor do not get fingerprinted, and those that do are court ordered to be fingerprinted. We do expungements all the way down to non-judicial charges - minor does not see a judge.
- Question 1: What level of charges in the juvenile court show up on a criminal history report. Only finger printed charges?
 - Only adult records go onto the Utah Criminal History so only if the juvenile was charged as an adult would it be on the UCH.
- Question 2: How else does this process differ with the juvenile court?
 - You would want to contact the juvenile court for their processes. BCI does not maintain juvenile records and we do not handle juvenile expungements, that's all directly done by the juvenile court.

UCH/Expungement

- For any RAP sheet questions
 - bcirecords@utah.gov
- For any questions involving expungement
 - bciexpungements@utah.gov
 - autoexpungements@utah.gov

• Nlets

What files do you have access to outside of the US & how do you use them?



Nlets

- Canada does not have NIC numbers and they no longer use NCIC
- When sending a YQ to Canada, you will put “NONE” in the NIC number field
- Utilize HELP Files
 - Help File ORI: aabbbcccc
 - aa: State or Province
 - bbb: Record that needs to be accessed
 - cccc: The action to be taken upon record
 - Example: CAGUNHELP

Nlets

- “Insight” on Canadian files is the person/property in sight of the officer actually making or requesting the information
- You will be able to see what Canadian files are available to your ORI on this table or in the Wiki Manual

CPIC Access Permissions by ORI ending Y = Access afforded to agency N = Access not afforded to agency	NLETS TRANSACTION TYPE										
	WQ/WR	VQ/VR	XQ/XR	UQ/UR	CBQ/CBR	CAQ/CAR	CGQ/CGR	CSQ/CSR	FQ/FR	IQ/IR	AM
#s, E, F, I, N & W	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
A, B, D, K, L, M, P, Q, S, Y, U, V, X, Y & Z	N	N	N	N	N	N	N	N	N	N	Y
C	Y	N	N	Y	N	N	N	N	Y	Y	Y
G, H, J, R & T	Y	N	N	N	N	N	N	N	Y	Y	Y
O	N	Y	Y	N	Y	N	N	N	N	N	Y

Nlets

- Canadian files have their own transaction codes and they work similarly to US transactions
- Responses vary depending on if the province allows the CPIC to respond for them or if they respond to their own records
 - Example: Vehicle Registration File
- Mexico files
 - Files available are DL & LP
 - You will use the US transaction codes to access these
 - DL can only be queried by OLN
 - LP can only be queried by License Plate Number, License Plate Year and License Plate Type

- A Deep Dive into AMBER Alert



AMBER Alert

- If the criteria isn't met, you can issue an EMA instead
 - If you meet the criteria later on, you can cancel the EMA and issue an AMBER alert
- Please call 801-503-5566 prior to an AMBER Alert being issued
- The blackout window for WEA messages are 10 PM-7 PM
- AMBER Alerts will still be issued during this time frame
- Agencies can still request a WEA through the UCJIS Help Desk or through AMBER Alert Coordinators

AMBER Alert

- Your agency will be contacted for an AMBER Review
 - Reviewing events that led up to the issuance of the AMBER alert
 - Did it meet the criteria?
 - Case summary (including but not limited to time frames, location where child was located, assisting agencies, and charges filed)
 - Were there any issues?
 - Suggestions to improve the process

AMBER Alert

- Resources are available
 - CART Team will be able to assist 24/7
 - Sarah Lundquist: sarahlundquist@agutah.gov or 385-315-4799
 - Matt Thompson: matthewthompson@agutah.gov or 801-540-5798
 - NCMEC
 - Will be automatically notified once the AA code is selected in the NCIC Missing Person Entry
 - 1-800-the-lost (1-800-843-5678)

AMBER Alert

- UAA Update
 - Link

Utah Amber Alert

WEA messages are disabled between 10 PM and 7 AM.

Current time is **NOT** within blackout window - WEA message **WILL** be sent!

Considering issuing an AMBER Alert? Click here for useful information regarding the process.

AMBER Alert

- TAC Website
 - Resources
 - Flowchart
 - Presentation
 - Information Form
 - Missing Person Waiver

Missing Persons/Alerts Resources

AMBER Alerts

The protocol for issuance of an AMBER Alert is as follows:

Are you issuing an AMBER Alert? Follow this chart:

Is this believed to be a child abduction?

Is the child(ren) 17 years of age or younger?

Is there reason to believe the victim(s) is in imminent danger of serious bodily injury or death?

Is there information that could assist the public in the safe recovery of the victim(s) or apprehension of a suspect?

NO TO ANY ONE OF THESE → STOP → Issue an EMA instead (If you meet the criteria later on, then you can revisit issuing an AMBER Alert)

YES TO ALL → Call BCI at 801-503-5566 → Be prepared with the following information → Proceed to the UAA transaction in UCJIS to issue AMBER alert

Agency issuing the alert

Contact information with detailed knowledge of the abduction, including justification for activating cell phones

AMBER Alert Coordinator will contact the contact provided for more information on the AMBER Alert and obtain authorization to activate cell phones (if requested)

AMBER Alert Process Flowchart [Download Flowchart as PDF](#)

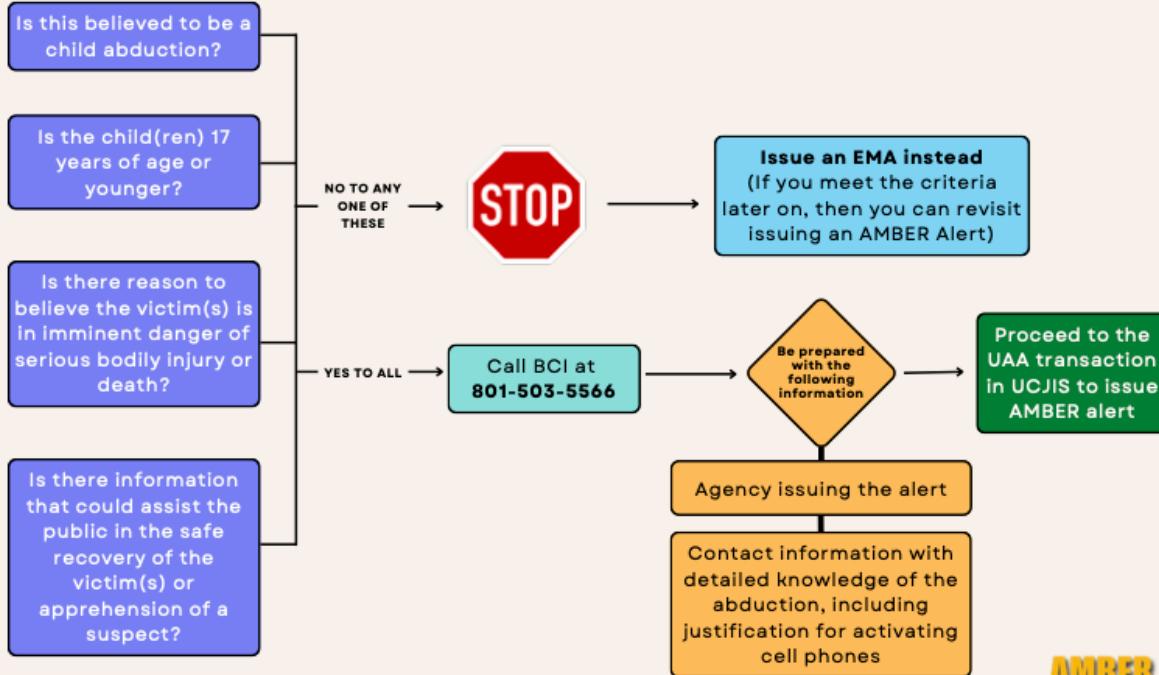
[AMBER Alert and EMA Presentation](#) [Download](#)

[AMBER Alert Information Form \(fillable\)](#) [Download](#)

AMBER Alert



**Are you issuing an AMBER Alert?
Follow this chart:**



AMBER Alert Coordinator will contact the contact provided for more information on the AMBER Alert and obtain authorization to activate cell phones (if requested)



AMBER Alert

AMBER Alert

America's Missing Broadcast Emergency Response

AMBER Alert

- Please use this form while gathering information for AMBER Alert
- Email this form to mmartinez@utah.gov within a week from the alert being canceled

UTAH AMBER ALERT FORM

Please email this form to mmartinez@utah.gov within a week from the AMBER Alert being canceled.

Use this information to prepare the "UTAH AMBER ALERT" trans Utah Criminal Justice Information System (UCJIS).

Y N Is this believed to be a child abduction?
Y N Is this child 17 years of age or younger?
Y N Is there reason to believe the victim is in imminent t
Y N Is there information to send to the public that could or apprehension of a suspect?

***The alert is not to be used for cases involving custodial disputes above criteria.**

Please provide the direct phone number for the point of contact information about the alert:
Name: _____
Phone Number: _____

Is this a DCFS related case? Y N

PLEASE INCLUDE ALL APPLICABLE DATA (AVOID ABBREVIATIONS)

Victim #1
Name: _____
Age: _____ Race: _____ Hair Color: _____
Color: _____ Height: _____ Feet _____ Inches
Last Known Location: _____
Clothing Description: _____
Time and Date of Abduction: _____

Victim #2
Name: _____
Age: _____ Race: _____ Hair Color: _____ Eye Color: _____
Height: _____ Feet _____ Inches Weight: _____ Pounds
Last Known Location: _____
Clothing Description: _____
Time and Date of Abduction: _____

Suspect #1
Name: _____
Age: _____ Race: _____ Hair Color: _____ Eye Color: _____
Height: _____ Feet _____ Inches Weight: _____ Pounds
Last Known Location: _____
Clothing Description: _____
Time and Date of Abduction: _____

Suspect #2
Name: _____
Age: _____ Race: _____ Hair Color: _____ Eye Color: _____
Height: _____ Feet _____ Inches Weight: _____ Pounds
Last Known Location: _____
Clothing Description: _____
Time and Date of Abduction: _____

Suspect Vehicle
Year: _____ Color: _____
Make: _____ Model: _____
Style: _____
License Plate State: _____ License Plate Number: _____

Additional Circumstances:

Justification for WEA (cell phone alert) if requesting activation during blackout hours (10pm-7am):

• Right of Access



Right of Access

- Process to become an ROA Agency
 - Apply through your Field Services Representative
 - The application will need a contact for your agency and their contact information as well as if your agency will be offering the ROA services to the public
 - Signed contract from your agency administrator
- Forms needed
 - ROA Waiver
- Files that can be accessed
 - UCH
 - NCIC and SWW may be checked for warrants only
 - Warrants cannot be printed
 - III, Nlets, and Juvenile files are never to be accessed for an ROA

• It's Audit Season



Audits

- Your audit will remain open until all compliance issues have been addressed and BCI has received an action plan on agency letterhead with a signature
- Frequent Compliance Issues
 - Misuse policy
 - On file documents
 - UCCH purpose codes
 - Auditing purpose
 - Fingerprints in Rap Back
 - Testing and training agreements
 - Requested documents
 - NCIC entry comparison
 - SWW entry comparison

• Dissemination Basics



Dissemination

- Access, use and dissemination are governed by law
- TAC's are to ensure proper dissemination pertaining to your ORI
- Dissemination within your agency includes: Users, Non -Access Users, and Nonusers

• NCIC

YQ, YR, Locate, & More



NCIC

- Be aware of all transactions that are available and how to use them correctly
- Entering agencies are responsible for the accuracy of records
- Confirm the accuracy and timeliness of updating NCIC records

Uniform Crime Reporting & More



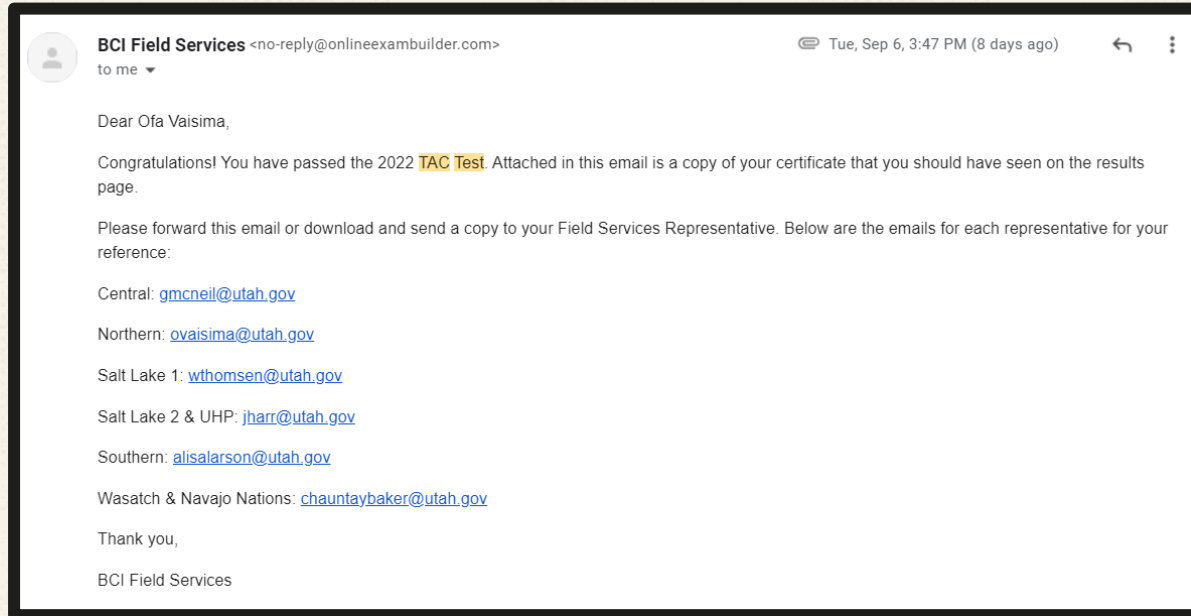
UCR

- Uniform Crime Reporting consists of NIBRS uploading and Use of Force Reporting
- Both have to be completed by the 16th of each month per Utah Code 53-10-205
- Pay attention to your monthly validations - it will give you a preview as to what will reflect on the Crime in Utah Dashboard
- For any questions about access to Use of Force transactions or questions regarding your NIBRS uploads please contact Alex Martinez at mmartinez@utah.gov or Diana Monago at dmonago@utah.gov

. TAC Test

TAC Test

- 35 questions, you must get 30 correct to pass
- You will be emailed a certificate, please forward the certificate to your Field Services Representative



TAC Test

- Link will be made available tomorrow on the TAC Website
- Please take before or by October 31, 2022 to prevent your access from being disabled
- All TACs and Alt TACs must take the test

. Presentations, etc.

Presentations

- Presentations will be posted to the TAC Website within the next two weeks
- Questions submitted during the conference will be added to presentations before being posted to the website
- Post TAC Conference Survey
 - Please fill this out to help us plan future conferences

. Thank you!