THE CJIS NEWSLETTER

Criminal Justice Information Services

11-02

Specific questions or concerns should be directed to the appropriate Division:

Information Systems Division
Call Center
1-800-877-2897
Email:
isdhelp@mshp.dps.mo.gov

Criminal Justice Information Services Division
UCR Unit
(573) 526-6278
Email:
ucr@mshp.dps.mo.gov

Access Integrity Unit
(573) 526-6141

MULES Training Unit
(573) 526-6141

MULES Audit Unit
(573) 526-6278

AFIS, Quality Control, Sex Offender, CHS
(573) 526-6153

If you have a change in contact information, please contact the UCR Unit at the phone number listed above or CJISNews@mshp.dps.mo.gov

Newsletter Instructions; Policy Updates and Revisions

This newsletter is divided into several sections. The first section deals with general CJIA areas of concern. The second section contains specific information for MULES/NCIC Operators and can be placed with the *MULES/NCIC Operational Manual* for future reference. The third section contains information for Uniform Crime Reporting agency Points-of-Contact and can be placed with the *Missouri Supplement to the UCR Handbook* and the *UCR Handbook*. Please ensure that all affected personnel have access to the *CJIS Newsletters*, as well as all FBI and State CJIS Manuals, via the CJIS Launchpad.

Mailbox Available for CJIS Newsletter Articles or Inquiries

Any Missouri law enforcement, REJIS, or ALERT agencies that wish to submit content to the CJIS Newsletter (no editorials or commercial materials please) for distribution to the Missouri law enforcement community may email articles to CJISNews@mshp.dps.mo.gov. Content will be subject to approval.

Additionally, please feel free to submit any questions or comments regarding the content of the CJIS Newsletter to CJISNews@mshp.dps.mo.gov.
or 573-526-6278.

CJIS Newsletter Available Online

The CJIS Newsletters are always posted online on the same date they are released. The newsletters are available on the UCR website on the 'Downloads' page at:

http://ucr.mshp.dps.mo.gov/ucr/ucrhome.nsf/downloads?openview&Count=50

Alternatively, the newsletters are also published on the CJIS Launchpad under the "CJIS Documents" link for MULES users.

Secure Internet Solution Pilot Project

The MSHP is beginning a pilot project to use a Secure Internet Solution to replace current hard-line access to the MSHP CJIS Network. With this Secure Internet Solution in place, a law enforcement agency will be allowed to access any of the MSHP applications currently available through a dedicated connection, such as MULES, MoDEx, and a free MIBRS-compliant web-based records management system (RMS). These agencies will also receive access to the MIBRS Web Facility to manually upload their monthly MIBRS submissions. The pilot agencies are required to have their own Internet Service Provider (ISP) and must meet the security requirements from the CJIS Security Policy Version 5.0. Finally, agencies will be required to pay the MSHP a low monthly connection fee.

If your agency is currently utilizing the locally installed Missouri State Highway Patrol RMS (MIBRS Mini-RMS) to extract and submit your Incident Based UCR Reports, and have a Internet connection in place, please contact Steve White at (573) 522-3899 or Steven.White@mshp.dps.mo.gov if you are interested in participating in this pilot project.

MoDEx Counter:

Number of Agencies Registered:	**164**
Number of Users Registered	**1027**
Number of Agencies Sharing Data	**48**

For more information: http://dps.mo.gov/dir/programs/ohs/modex

STRANGE... BUT TRUE Missouri Statute of the Month!

285.035 Microchip technology, employer not to require employees to be implanted - violation, penalty.

1. No employer shall require an employee to have personal identification microchip technology implanted into an employee for any reason.

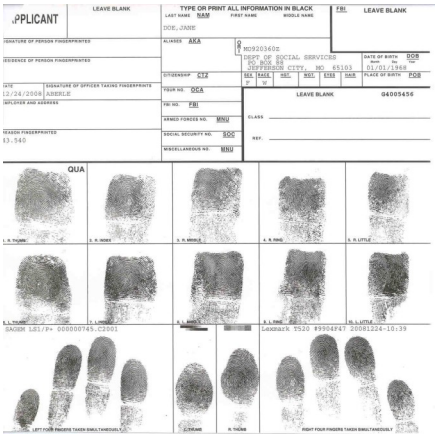
2. For purposes of this section, "personal identification microchip technology" means a subcutaneous or surgically implanted microchip technology device or product that contains or is designed to contain a unique identification number and personal information that can be noninvasively retrieved or transmitted with an external scanning device.

New Computer Information Technology Specialist I

The Criminal Justice Information Services (CJIS) Division would like to welcome our newest team member, Mrs. Katie Riegel. After receiving her Associates of Science degree in Networking System Technology from Linn State Technical College, Mrs. Riegel continued her education at Lincoln University where she double majored in Computer Information Systems and Mathematics, graduating with Salutatorian honors. Before joining the Missouri State Highway Patrol, she was employed with the Office of Administration where she provided IT support to the Department of Education & Secondary Education for 4 years. Mrs. Riegel resides in Wardsville, Missouri with her Husband Kenny and 8 month old daughter, Kylie. As a member of the CJIS team, she will be assisting with implementing security measures and conducting IT security audits. Welcome Katie!

Integrated Automated Fingerprint Identification System (IAFIS)

In July 1999, the Federal Bureau of Investigation (FBI) implemented the Integrated Automated Fingerprint Identification System (IAFIS) to process civil and criminal fingerprint submissions electronically, resulting in quicker processing and faster response times. Over the past two years, the FBI has encouraged all agencies to modify any remaining manual processes and implement full electronic capabilities for both current and resubmitted fingerprint transactions. As a result, the FBI has received fewer hard-copy fingerprint cards for processing.



Beginning April 15, 2012, the FBI will no longer accept hard-copy fingerprint cards or hard-copy biometrics such as palm prints. The FBI is aware some agencies will need an alternate method to submit hard-copy fingerprints after that date. If necessary, recommended options would be: (1) update current processing at the local and/or state agencies; (2) submit fingerprints through a channeling agency that has access to the IAFIS; (3) submit criminal fingerprints through a federal agency via the Joint Automated Booking System; or (4) submit civil fingerprints through a federal agency via the Civil Applicant System.

For further information regarding this matter, please contact the CJIS Division's Customer Service Group at (304) 625-5590.

Arrestee DNA Collection

Two years have passed since the implementation of Missouri's most recent expansion to the Offender DNA Profiling System and there has been a great deal of success due to the submitting agencies that have been conscientiously collecting DNA samples from qualified arrestees. There were 116 CODIS (Combined DNA Index System) hits to arrestee samples in 2010 and 86 so far this year. This sort of "hit" in the CODIS database occurs when a known sample from an offender matches an unknown forensic sample recovered from a crime scene, thus providing law enforcement with great lead information for their investigation. Through the use of CODIS, our criminal justice agencies have an excellent tool for solving crimes and preventing future ones.

In order to ensure the continued success that the DNA Profiling System delivers to our state, the Highway Patrol Crime Laboratory remains dedicated in trying to achieve the utmost compliance with the law. In 2009, the Crime Laboratory Division conducted numerous training sessions at various locations all over the state in order to educate law enforcement about the new law requirements and to distribute the supplies needed to perform the collections. The task of attempting to provide a training opportunity for every law enforcement agency in Missouri is something not quickly or easily accomplished, therefore the Highway Patrol Crime Laboratory will continue to be available to agencies that are in need of individual training and collection supplies in order to ensure the arrestee collections are still being completed.

Below is a short summary of some very important aspects of the law that agencies should be following in order to effectively carry out the requirements of collecting DNA upon arrest:

- Who is qualified: Individuals 17 years of age and older who are arrested for Burglary 1st, Burglary 2nd, or any felony offense under Chapter 565, 566, 567, 568, or 573.
- Samples shall be collected upon booking, using the offender DNA collection kit provided by the Missouri State Highway Patrol. Samples should only be collected for qualified individuals who do not already have a sample in the offender database. Duplicate samples should be avoided. Individuals who already have a sample in the database will have this information indicated on their criminal history. The information can also be found in MULES by running a **QDNA**, **QIDI**, or **QWR** transaction.
- Expungement requirements: It is the responsibility of the arresting agency to notify the Missouri State Highway Patrol when no charges are filed in relation to the OCN (offense cycle number) when DNA was collected at the time of arrest. Upon warrant refusal, the agency has 90 days to complete and send the DNA Expungement Notification Form. This form is available on the Missouri State Highway Patrol's website in the Forms section under Crime Laboratory.

For questions, collection supplies, or to schedule training, please contact:
Rachel Mengwasser
Missouri State Highway Patrol Crime Lab
573-526-6134 x2545
Rachel.Mengwasser@mshp.dps.mo.gov

CJIS Technical Security Audits

The CJIS Security Unit will begin conducting IT Security Audits for all MULES, REJIS and ALERT agencies starting in August 2011. The CJIS Security Policy (Version 5.0) requires the Missouri CJIS Systems Agency (the MSHP) to perform triennial audits, including IT security audits, of all Criminal Justice Agencies. These initial audits are designed to provide a local compliance report with FBI/MULES requirements.

The CJIS Security Unit staff will be performing these audits alongside the MULES/NCIC audits. The audit will review questions about agency policies, procedures, and the technical environment. Additionally, documentation such as network diagrams will be requested.

If you have any questions about IT Security requirements or IT Security Audits, please contact the CJIS Security Unit at 573-526-6153 ext 2658.

2011 – 2012 Missouri Charge Code Manual

The new 2011-2012 Missouri Charge Code Manual will be available on the Missouri State Highway Patrol's website on August 28, 2011. To access the manual on the home page (www.mshp.dps.mo.gov), select "Publications" in the left hand index, then select "Handbooks/Manuals".

The 2011-2012 Revisions, containing any criminal charges that are new, changed or retired since the publication of the 2010–2011 Manual, will also be available.

Securing N-DEx SIG Membership

Effective June 20, 2011, applying for N-DEx user access moved from a paper-based process to a web-based process. Pursuant to the FBI CJIS Division, "to meet the needs of our criminal justice partners, the N-DEx Program Office (PO) has streamlined access to the N-DEx system."

Prior to this change, individuals wishing to access N-DEx were required to fax an N-DEx application to the state CJIS Systems Officer (CSO). Now, new users must access the LEO Website and establish a LEO account in order to request membership in the N-DEx Special Interest Group (SIG).

Upon approval of a LEO account, you will complete the following steps to access N-DEx.

1. At www.leo.gov enter your username and password provided to you by LEO to display the LEO Homepage.
2. Click on the SIGs tab located on the central toolbar to display the LEO SIG page.
3. Click on the Unrestricted tab to display the Unrestricted SIG page.
4. Locate and click the NDEx SIG icon to display the NDEx SIG page.
5. Click your respective state, federal, or tribal link located to the right of the N-DEx logo. Dependent upon which link is selected, a list of state, federal, or tribal sub-SIGs displays.
6. Locate your correct sub-SIG agency by selecting the beginning letter of the state, federal, or tribal name from the alphabetical listing or by scrolling down the page to your state, federal, or tribal icon. Once the icon is located, click the Request Access link to display the Request Access to N-DEx Page.
7. Read through the Membership Requirements and click either "I Meet the Criteria" or "I Do Not Meet the Criteria."
    a. If the "I Meet the Criteria" link is selected, the SIG Access Request screen displays. (Continue to Step 8)
    b. If the "I Do Not Meet the Criteria" link is selected, the state or agency sub-SIG homepage displays. You should review the Membership Requirements. If you meet the requirements, select "I Meet the Criteria." If you do not meet the requirements, you will not be permitted membership in this SIG.
8. On the SIG Access Request screen in the text field, it is mandatory for you to enter your supervisor's name and phone number and your agency's active NCIC Originating Agency Identifier (ORI) as issued by the FBI. After entering the mandatory information, click the Submit button to forward your request to the sub-SIG moderator. Upon review by the moderator, you will receive an email containing further instructions for accessing the N-DEx system.
9. Print a copy of the SIG Access Request and the acceptance email and keep in a secure location for audit purposes.

In addition to all access requests, any changes in status (i.e. name change, changing employers, etc.) must be entered at www.leo.gov, and hard copies of all changes kept on file.

For additional questions, contact Theresa Huhn at 573-526-6141, or via email at Theresa.Huhn@mshp.dps.mo.gov.

MULES
Missouri Uniform Law Enforcement System
11-02

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File with MULES/NCIC Operations Manual

REJIS and ALERT Audits

In order to ensure statewide compliance with all federal requirements prior to the Missouri FBI NCIC Audit in 2012, the Missouri State Highway Patrol has assumed full responsibility of auditing every REJIS and ALERT terminal agency between July 1, 2011 and December 31, 2011. These 300+ on-site audits will cover system access, operator training and background checks, physical security, TAC/LASO documentation, user agreements, record entry and packing, criminal history inquiries, validation of active records, hit confirmation and locate procedures, printout disposal, and dissemination of criminal history information. An individual CJIS Trainer/Auditor will be contacting each REJIS/ALERT TAC in the near future to schedule an audit date and time.

Don't Forget the DPO.

The DPO transaction is used to add service information to Order of Protection records in MULES. If your agency handles Orders of Protection, you hopefully are very familiar with this transaction. It has come to our attention, however, that many agencies have moved away from the DPO and now send a teletype message or place a phone call to advise entering agencies that officers have served an Order of Protection. This should not be the case. Any agency can add service information to an existing Order of Protection. This transaction does not have to be completed by the entering agency.

While a teletype or phone call does inform the entering agency of service, it will not be of any use to any other law enforcement agency. Using the DPO will add information regarding the service of the record, including the officer who served the order and any pertinent information about the contact. Any officer who contacts the individuals involved in the future will be able to see this information.

The DPO is also the only transaction that will trigger notification of the protected party via the VINE System (Victim Information and Notification Everyday). The hours immediately following service of an Order of Protection can be the most dangerous for the protected individual. The VINE system provides real time notification of service to those parties.

If your agency serves an Order of Protection, the DPO transaction should always be completed *regardless of whether or not your agency entered the original order*. It is a simple, single screen transaction that can be essential to your fellow law enforcement workers and the victims of violence.

Criminal History Checks for Housing Authorities

Pursuant to the National Housing Act of 1937, amended by the Housing Opportunity Program Extension Act of 1996 (Public Law 104-120) and the Quality Housing and Work Responsibility Act of 1998 (Pub. Law 105-276), administrators of the Department of Housing and Urban Development (HUD) assisted housing programs (AHPs) or Public Housing Authorities (PHAs) are permitted to obtain criminal history records of current and prospective tenants receiving benefits under an AHP, for purposes of applicant screening, lease enforcement, and eviction. In May 1996, the HUD and the Department of Justice entered into an Agreement which sets forth procedures for access to criminal history information.

In accordance with this Agreement, state and local law enforcement agencies (LEAs) are allowed access to the Interstate Identification Index (III), via the National Crime Information Center (NCIC) system, for the purpose of determining whether a tenant of or an applicant for assisted housing may have a criminal history record indexed in the III. Access for this purpose does not entitle the requesting LE agency to obtain the full content of automated records through III.

The FBI has established Purpose Code "H" (Housing) to be used when requesting a name search (QH) of III under the authority of Public Law 104-120. Purpose Code "H" is valid only for QH inquiries when those inquiries are made for a public housing authority (PHA).

QH Response Information

It is important to note that, based on Pub.L. 104-120, QH inquiry information is provided to PHAs only to inform them of the probable existence or nonexistence of a criminal history record. QH inquiries for PHAs will be made using the name and personal descriptive information supplied by an adult applicant for, or tenant of, public housing. The PHA will use the results of the QH response as a factor in deciding if a fingerprint-based search of criminal history records should be requested. Only with the submission of fingerprints can a positive identification be made and a record provided, if such a record exists. Therefore, the result of the QH should NOT be used as the basis for disqualification, lease enforcement, or eviction.

If the state or local LEA informs the PHA that the III name check reveals no additional information for the name, date of birth, social security number, and other personal descriptors provided by the applicant/tenant, the administrator of the PHA need **not** pursue further inquiries.

If the state or local LEA indicates that there may be a criminal record indexed in the III under the name, date of birth, social security number, and other personal descriptors given by the applicant/tenant, the administrator of the PHA **must** submit an applicant fingerprint card in order to obtain the full content of the criminal history record.

TAC Corner

Just a Reminder!!

As a Terminal Agency Coordinator (TAC) for your agency, you must be a full-time employee and certified for the highest level of access available at your agency. As a TAC, you MUST also attend at least one TAC meeting per year, no matter if you are the TAC for a Full Access Agency or Inquiry-Only Agency (MULES Policy & Procedures Manual p. 30). If you have any questions regarding what you need to be doing as a TAC, please refer to the TAC Manual on the CJIS Launch Pad that lists the roles and responsibilities of this position. Feel free to contact your MULES trainer with questions at any time.

Password Requirement Changes for MULES 4

Once your agency has installed the new MULES 4 system and is ready to go live, you will be prompted to change your password before you can log on. Password requirements have been modified, so keep in mind when you first sign on that your passwords must now be:

- **8 character minimum**
- **Minimum of 1 upper case letter**
- **Minimum of 1 lower case letter**
- **Minimum of 1 numeric**

Additionally, please remember that Passwords will expire every 90 days, you may not use the previous 10 passwords, and your Password cannot be the same as your MULES User ID. If you have any questions regarding your password change, call the ISD help desk at (800) 877-2897.

$ Messages: A Vital Tool That May Be Overlooked

There are several $ messages that are generated by NCIC to assist an agency on entries that are in the system. These are the most common that a department may see.

$H Delayed Hit Notification
A $.H. administrative message is sent to the ORI of an inquiry transaction when a hit response is generated because of a subsequent entry or modification transaction. The inquiry transaction will potentially receive hit responses for 5 days after the initial inquiry was made.
Example:
$.H.1L01HEADER
MD1012600

DELAYED INQUIRY HIT NOTIFICATION AT 1600 EST 19990830
PLEASE ASSURE YOUR INQUIRY IS A REASONABLE MATCH
PRIOR TO CONTACTING ENTERING AGENCY
YOUR INQUIRY ON 19990906 2200 EDT CONTAINING:
VIN/9876543345210
HIT ON THE FOLLOWING RECORD
MKE/STOLEN VEHICLE
ORI/FL0130000 LIC/ABC123 LIS/MD LIY/1999 LIT/PC
VIN/9876543345210 VYR/1972
VMA/PONT VMO/BON VST/SW VCO/RED DOT/19990803
OCA/56789
OAN/12345678
NIC/Vl23456789 DTE/19990904 1200 EDT DLU/19990908 1115 EDT

$K Missing Information Notification
A $.K. Missing Information Notification is sent to the ORI of record as a result of a quality control periodic automated review of the Missing and Unidentified Person Files. The review determines if information is present in the Blood Type (BLT); Dental Characteristics (DCH); Fingerprint Classifications (FPC); Jewelry Type (JWT); and Scars, Marks, Tattoos, and Other Characteristics (SMT) Fields. If an entry date of a missing or unidentified person record is over 30 days old and any of the above fields are missing, an online $.K. message, listing the missing fields, will be sent to the originating agency via the CSA.
Example:
$.K.
MD1012600

NCIC INCOMPLETE MISSING/UNIDENTIFIED PERSON NOTIFICATION AT 1600
EST 19990830. YOUR ENTRY NIC/M000069216, OCA/56789 HAS
INFORMATION MISSING FROM THE FOLLOWING KEY DATA
FIELDS: BLT, DCH, FPC, JWT, SMT.

IF ANY SUPPLEMENTAL INFORMATION IS AVAILABLE, THAT DATA SHOULD BE
ENTERED IMMEDIATELY. THIS WILL BE YOUR ONLY NCIC NOTIFICATION.
MKE/MISSING PERSON OTHER
ORI/MD1012600 NAM/THOMAS, TOM SEX/M RAC/W POB/TX DOB/19750606
HGT/509 WGT/153 EYE/BRO HAI/BRO SKN/FAR
SOC/123456789
DLC/19991201 OCA/56789
NOA/Y
MIS/LAST SEEN WEARING BLUE PANTS AND RED SHIRT
NIC/M000069216 DTE/20090101 0930 EST DLU/20090128 0815 EST

continued...

$ Messages: A Vital Tool That May Be Overlooked (Continued…)

$M Unidentified / Missing Person Match Notification
A $.M. administrative message is sent to the ORI initiating an entry/modification transaction that results in potentially positive hits during the missing/unidentified person comparison. It is also sent to the ORI(s) of record for the possible matches from the comparison.
Example:
$.M. L01
WV1012600

YOUR RECORD WITH NIC/U123456789 OCA/3456789 IS A POSSIBLE MATCH WITH THE FOLLOWING RECORD(S).

THIS SEARCH WAS INITIATED BY THE ENTRY/UPDATE OF NIC/U123456789.

NIC	ST	SEX/	RAC	EYB/YOB		HGT	WGT	HAI	DBF/DLC	MATCH DATA
M111444777	MD	M/W		1943	510	150	HAZ	BRO	19790101	FPC/EYE/SMT
M827362564	VA	M/B		1942	508	138	HAZ	BRO	19770526	EYE
M987654321	CA	M/A		1944	509	160	BRO	GRY	19791010	HAI

$M Non-unique Missing Person Notification
A $.M. administrative message is sent to the ORI initiating a missing person nonunique identifier inquiry, QM. After NCIC has processed the inquiry, negative and positive notifications will be transmitted by NCIC to the ORI.
Example:
$.M.1NO1HEADER
CA1012600

NO NCIC MISSING PERSON RECORD FOR YOUR INQUIRY ON:
AGE/35 SEX/M RAC/W EYE/BRO HAI/BRO HGT/511 WGT/148.

The following is an example of a $.M. positive administrative message:
$.M.1NO1HEADER
CA1012600

NCIC HAS 36 POSSIBLE MATCHES TO YOUR INQUIRY ON:
AGE/35 SEX/M RAC/W EYE/BRO HAI/BRO HGT/511 WGT/148.
THE TWO HIGHEST SCORING RECORDS ARE LISTED FOLLOWED BY THE NIC NUMBERS OF UP TO 20 OF THE HIGH SCORE RECORDS.
MKE/MISSING PERSON DISABILITY
ORI/DCFBIWAOO NAM/JONES, JASON J SEX/M RAC/W POB/PA DOB/19640101
HGT/511 WGT/145 EYE/BRO HAI/BRO SMT/SC UL ARM
SOC/211440001
MNP/MP DLC/19790718 OCA/123
MIS/LSW GRN SLACKS AND WHI PULLOVER
BLT/APOS CRC/U FPA/N
BXR/F
ORI IS FBI HEADQUARTERS WASHINGTON DC 202 555-1234
NIC/M107649846 DTE/19790801 0000 EDT DLU/20060328 1115 EST
IMMED CONFIRM MISSING PERSON STATUS WITH ORI

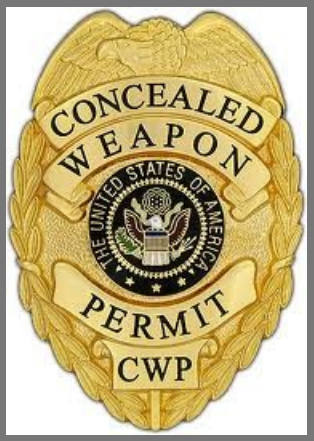
continued...

$ Messages: A Vital Tool That May Be Overlooked (Continued…)

$N Unidentified/Missing Person No Match Notification
A $.N. administrative message is sent to the ORI initiating an entry/modification transaction that **results in no potential matches during the missing/unidentified person comparison.**
Example:
$.N. UNIDENTIFIED/WANTED COMPARE RESULTS
MD1012600
YOUR RECORD WITH NIC/M987654321 OCA/123456789 HAS BEEN SEARCHED.
THE SEARCH DID NOT PRODUCE ANY POSSIBLE MATCHES.

CCW Application Process

Pre-Checks PRIOR TO the Fingerprinting Procedure



The CJIS Audit Unit would like to remind the agencies responsible for CCW endorsements about the importance of the CCW pre-checks on all applicants applying for a CCW permit. This type of check is authorized prior to the required submission of fingerprints for the state and federal background check.

The only way that an agency can effectively check for certain federal disqualifiers (i.e. dishonorable discharge from the military, mental health commitments, illegal alien status, etc.) is via the **QNP transaction**. Agencies who fail to perform any pre-checks are also missing such possible immediate disqualifiers as active Warrants or Orders of Protection.

All agencies responsible for CCW endorsements are encouraged to conduct the QNP/P transaction and follow-up with the QMH/F transaction on all CCW applications. The Missouri State Highway Patrol CJIS Division strongly recommends these procedures to be followed in order to receive a complete criminal history background check on which to base your CCW approval or denial.

UCR Uniform Crime Reporting

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File with *Missouri Supplement to the UCR Handbook*

Change in Domestic Violence Law

On July 12, 2011, Governor Jay Nixon signed SB 320 into law changing the current Missouri domestic violence law. Among these changes, 455.010 RSMo was revised to include the following expanded definition of "Family or household member:"

Spouses, former spouses, any person related by blood or marriage, persons who are presently residing together or have resided together in the past, ***any person who is or has been in a continuing social relationship of a romantic or intimate nature with the victim****, and anyone who has a child in common regardless of whether they have been married or have resided together at any time.*

The new definition not only allows reporting of domestic violence between and against juveniles, but has now opened the door for law enforcement agencies to include domestic violence incidents between boyfriend/girlfriend, boyfriend/ boyfriend, and girlfriend/girlfriend relationships on their monthly UCR Reports. Prior to the passage of this legislation, the Missouri State Highway Patrol had always trained agencies that a "continuing social relationship" did not qualify as a UCR reportable domestic violence incident under Missouri law.

While this legislation goes into effect on August 28, 2011, Summary UCR Reporting agencies will automatically have access to the revised Missouri Domestic Violence Incident Form when completing their September 2011 monthly UCR reports. MIBRS agencies will not be affected by this legislation.

Classification

Robbery or Attempted Robbery of a Check Cashing business:

Any Check Cashing or Pay Day Lender type of business should be reported under the **(b) Commercial House** classification and not (f) Bank classification. See Page 89 of the 2004 Edition of the UCR Handbook for details.

NIBRS reporting agencies should use the **Location Type of 24=Specialty Store** as opposed to 02=Bank/Saving & Loan for Check Cashing and Pay Day Lenders. This is a change from previous information provided and is now more accurate due to the Conversion of NIBRS to Summary Data. When using a Check Cashing and Pay Day Lender type of business for the Type of Victim, **B=Business** is the correct data value.

MIBRS Certification

The Missouri UCR Program Office would like to extend Congratulations to the following agencies, which are Missouri Incident Based Reporting System (MIBRS) Certified:

Grain Valley Police Department
Chillicothe Police Department
Emma Police Department
Blackburn Police Department
Alma Police Department
Wellington Police Department
Corder Police Department
Merriam Woods Police Department
Sturgeon Police Department
Oak Grove Police Department
Pilot Knob Police Department
Ste Genevieve County Sheriff's Office
St. Peters Police Department
Laclede County Sheriff's Office
Kansas City Police Department
Lake Lotawana Police Department
Joplin Police Department
Gladstone Police Department

The following agencies are currently working toward MIBRS Certification:

St. Charles Police Department
Springfield Police Department
Smithville Police Department

The Missouri UCR Program began MIBRS certification of agencies on February 1, 2006. There are several points to remember regarding MIBRS Certification:

- The transition to incident-based reporting is voluntary, not mandatory.
- Any agency choosing to convert from summary UCR reporting to incident-based reporting must first be certified to ensure the quality of their crime data.
- During the certification process, agencies will be required to submit summary UCR reports.
- Once certified by the state program, summary UCR reporting will no longer be required as the incident-based data received from that agency will be converted to summary by the state.
- Repository specifications for the submission files are available upon request or can be accessed via the UCR website "Downloads" link.

More information on agency MIBRS certification is available upon request by contacting the CJIS Division, at (573) 526-6278.

UCR Quality Assurance Reviews

Since the 11-01 *CJIS Newsletter*, the following agencies received letters of commendation from the Director of the Missouri State Highway Patrol's CJIS Division for outstanding performance and findings (100%) upon completion of their Missouri UCR Quality Assurance Review:

Licking Police Department
Centralia Police Department
Grundy County Sheriff's Office
Maryville Department of Public Safety
Steelville Police Department
Fair Grove Police Department
Lee's Summit Police Department
Osage County Sheriff's Office
Hamilton Police Department
Cameron Police Department
Pleasant Hill Police Department
Sarcoxie Police Department
Aurora Police Department

Since the 11-01 *CJIS Newsletter*, the following agencies received a compliance rating in the 90 to 99% range upon completion of their Missouri UCR Quality Assurance Review. While these agencies did not receive the Director's letter, they deserve special recognition for a job well done:

Bella Villa Police Department
Risco Police Department
Belle Police Department
MO Bootheel DTF
Schuyler County Sheriff's Office
St. Louis Metro Police Department
Lawson Police Department
Livingston County Sheriff's Office
Oran Police Department
Brentwood Police Department
Sullivan County Sheriff's Office
Bernie Police Department
Andrew County Sheriff's Office
Buchanan County Sheriff's Office
Campbell Police Department
Smithville Police Department
St. Francois County Sheriff's Office
Knox County Sheriff's Office
Lake St. Louis Police Department
Buckner Police Department
Jackson County Sheriff's Office
Blue Springs Police Department
Belton Police Department
Dunklin County Sheriff's Office
Washington County Sheriff's Office
Vienna Police Department
Alton Police Department
Lake Lafayette Police Department
Linn Police Department
Maries County Sheriff's Office
Linn County Sheriff's Office
Hollister Police Department
Lockwood Police Department
Mayview Police Department
Ferrelview Police Department
Daviess County Sheriff's Office
Glendale Police Department

One third of all independently reporting law enforcement agencies are reviewed each year. Cycle 2 ended on December 31, 2009, and cycle 3 will run from January 1, 2010 through December 31, 2012.

Drug Classifications

Khat (*pronounced Cot*) is a flowering plant native to tropical East Africa and the Arabian Peninsula. Khat that is abused and sold is usually just the leaves, twigs, and shoots of the Khatshrub. It is usually chewed like tobacco.

Bath Salts are a designer drug. They are a synthetic stimulant that contains mephedrone or MDPV. They are an amphetamine. They can be snorted, injected, or mixed with food or drink or inserted into a body cavity.

NIBRS reporting agencies should report Khat and Bath Salts as **M=Other Stimulants** category in the "Suspected Drug Type" Data Element.

Summary reporting agencies should report Khat and Bath Salts as **Other Dangerous Non-Narcotic Drugs** on the Age, Sex, Race (ASR) Arrest forms.

Human Trafficking Offense Code Changes

Upon the passage of the *William Wilberforce Trafficking Victims Reauthorization Act of 2008,* the FBI National UCR Program was mandated to to begin collecting and publishing data on human trafficking and additional sexual offenses in the U.S. The FBI CJIS Advisory Policy Board and FBI Director finally approved the creation of the following 3 new NIBRS Offense Categories to become reportable in 2013: Human Trafficking/Commercial Sex Acts (**64a**)*; Human Trafficking/ Involuntary Servitude (**64b**)*; and Purchasing Prostitution (**40c**). ***Please note that the NIBRS Human Trafficking offense codes 64a & 64b were originally projected to be 50a & 50b.

UCR Property Classifications: GPS Devices

GPS Devices come in many different forms and can be used for many purposes.

- A GPS device used for hiking or golfing would best fit in data value **76=Recreational/Sports Equipment** (equipment and materials used for recreational purposes or during sports activities).

- A GPS devise used for boating would best fit in data value **79=Watercraft Equipment/ Parts/Accessories** (watercraft equipment or accessories that are used for the craft's maintenance or operation).

- A GPS devise used for aircrafts would best fit in data value **41=Aircraft Parts/Accessories** (parts or accessories of an aircraft, whether inside or outside).

- A GPS device used in motor vehicles would fit in data value **38=Vehicle Parts/Accessories**.

All Summary reporting agencies should report all types of GPS devices in **(k) Miscellaneous** category of the *Property By Type and Value* section of the Supplement to Return A form.