Missouri State Highway Patrol

October - December 2009 No. 09-04

THE CJIS NEWSLETTER

Criminal Justice Information Services

Newsletter Instructions; Policy Updates and Revisions

This newsletter should be divided into several sections. One section contains the pertinent information for MULES/NCIC Operators and should be removed and placed with the *MULES/NCIC Operational Manual* for future reference. Another section contains information for Uniform Crime Reporting agency points of contact and should be removed and placed with the *Missouri Supplement to the UCR Handbook* and the *UCR Handbook*. Each section contains a box, which operators and other appropriate personnel may initial and date after reviewing the materials. Please ensure that all affected personnel receive an opportunity to review *The CJIS Newsletter* before it is sectioned out and placed with the designated manuals.

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
Access Integrity Unit	(573) 526-6141
MULES Training Unit	(573) 526-6141
AFIS, Quality Control, Sex Offender, CHS	(573) 526-6153

If you have suggestions regarding content of the *CJIS Newsletter*, if you want to receive the *CJIS Newsletter* in electronic format rather than hard copy, or if you have a change in contact information, please contact the UCR Unit at the phone number listed above.

New Mailbox Available for CJIS Newsletter

Anyone wishing to submit articles for the newsletter, or with questions or comments regarding the content of this newsletter can now email us directly at CJISNews@mshp.dps.mo.gov or phone 573-526-6278.

CJIS Newsletter Articles Requested/Encouraged

If any Missouri law enforcement, REJIS, or ALERT agencies wish to submit content to the CJIS Newsletter (no editorials or commercial materials please) for distribution to the Missouri law enforcement community, please feel free to do so by emailing articles to CJISNews@mshp.dps.mo.gov. Content will be subject to approval.

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.

Guest Wireless Internet Now Available in MSHP Academy Dorms

The Information Systems Division of the Missouri State Highway Patrol just installed guest wireless in the Academy dormitories for students attending training. It will be accessible to all students enrolled in classes and will work just like a coffee shop or motel that provides access to its customers.

MoDEx Demonstrations Available

The Missouri Data Exchange (MoDEx) system is currently available to any Missouri law enforcement agency requesting access. For information on required training and system access, or to request a demonstration, please contact Theresa Huhn at 573-526-6141 or Laurie Crawford at 573-526-6278.

MoDEx Update from DPS

The Missouri Data Exchange (MoDEx) project uses COPLINK software to share data across law enforcement agencies. Agencies who have contributed their records include Kansas City PD (via a data node in Kansas City currently sharing with MoDEx), Springfield PD, Independence PD, St. Joseph PD, Blue Springs PD, Jefferson City PD, Chillicothe PD, Cole County, Johnson County, Platte County, Patrol Citations, Lee's Summit PD and Greene County. About 17 other agencies are in the process of cleaning, validating, and loading data, and may be completed during the first quarter of 2010. Data can be searched by person, organization, officer, location, weapon, vehicle, property, security, phone, or any combination of criteria within those categories. Documents that are typically shared are Departmental and Supplemental reports, Citations, Field

Interviews, and Traffic Collisions, including arrests, bookings, and mug shots. Any agency that signs an agreement to share their data may begin accessing the data already shared. A total of 73 agencies have signed agreements to share their data. As of December 31, there were 190 users from 27 agencies. To schedule a software demonstration or obtain a copy of the MoDEx agreement, call 573-526-6153 or e-mail MODEX@mshp.dps.mo.gov.

National Data Exchange (N-DEx) Program System Access

Any Missouri law enforcement agency seeking access to FBI National Data Exchange (N-DEx) program can contact the Missouri State Highway Patrol to obtain the proper forms for access to the system at the following numbers: Theresa Huhn (573) 526-6141 or Laurie Crawford at (573) 526-6278. All forms submitted to the Access Integrity Unit regarding N-DEx will be maintained on file.

New Security Awareness Training Requirements - Update

Section 4.3 of the FBI CJIS Security Policy (Version 4.5) outlines the following requirements regarding security awareness training to all MULES/REJIS/ALERT operators:

4.3 Awareness and Training

> *The CSO shall ensure that security awareness training is provided at least once every three years to all personnel who manage or have access to FBI CJIS systems. All new employees who have access to FBI CJIS systems and all appropriate IT personnel shall receive security awareness training within six (6) months of their appointment or assignment. Documentation pertaining to the materials used and those employees which receive security awareness training shall be maintained in a current status.*

In turn, all terminal operators, IT personnel, and contractors that have access to the CJIS data are now required to complete security awareness training within their first 6 months of employment, as well as once every three (3) years thereafter. This training consists of...

The MSHP CJIS Division conducted the state's first Security Awareness Training session during the 2009 MoAPCO/MULES/CJIS Conference in Jefferson City, MO. CJIS Division personnel will be making Security Awareness Training available to Missouri agency personnel in 2010. Plans are underway to deploy computer based training modules on Security Awareness via the CJIS Launchpad along with information on dissemination of CJIS data.

Please note that there might be some upcoming changes to this requirement. In August 2009, the North Central FBI Working Group submitted a recommendation to the CJIS Policy Advisory Board to change the security awareness training requirement to every two (2) years instead of every three (3). Any formal changes to the CJIS Security Policy will be announced in a future CJIS Newsletter.

Automated License Plate Reader (ALPR) file available from MSHP...

License Plate Reader (LPR) devices are being used by more and more agencies across the state each month. The MSHP has recently modified the NCIC data file to include MULES data. This means that LEA's can get hits from both NCIC and MULES when used in conjunction with LPR devices. If your agency is using or planning to use LPR devices, and would like access to the NCIC/MULES file, contact the MSHP help desk by calling 800-877-2897. Simply tell the help desk that you would like to obtain access to the License Plate Reader "LPR" file. You will need to have a User Agreement on file with the Access Integrity Unit (AIU) and complete the registration process located at http://www.mshp.dps.mo.gov/MSHPWeb/LawEnforcement to receive login credentials to gain access to the file. If you have any questions about the LPR file, please contact Tim Myers via telephone at 573-751-9000 x2242.

Update on the Missouri Criminal Justice Modernization Project (MCJMP)

The Law Enforcement modules of the MCJMP (CAD, Mobile, and RMS) are now in the design phase. The initial design for CAD (Computer Aided Dispatch) has been completed, and product configuration has started in anticipation of administrative training. Definition of the Automated Field Reporting process continues in the Mobile module, along with development of the Automatic Vehicle Location maps. Training has been completed to integrate property control and criminal intelligence within the RMS (Record Management System) product.

Testing and integration between the modules will begin in the second quarter of 2010. The projected date for production cutover is September 2010 with an anticipated completion time set for the first quarter of 2011.

Name Search Fees Will Increase in 2010

Effective March 1, 2010 the Missouri State Highway Patrol will implement a fee increase for name-based criminal history information pursuant to 43.530, RSMo. This statute gives authority to the Missouri State Highway Patrol superintendent to increase the fee of a name-based search up to one dollar each year, not to exceed fifteen dollars per request. As such, **the fee increase which is tentatively scheduled for March 1st will increase from $9.00 to $10.00 per name request.**

Please note that this fee will apply to the public as well as to law-enforcement agencies conducting name-based searches utilizing the Purpose Code "3" transaction through MULES for municipal and county employment. The Criminal Justice Information Services Division will be happy to address any questions or concerns that your agency may have regarding this newly implemented policy and may be reached at 573-526-6153 or by emailing mshpcrid@mshp.dps.mo.gov.

October - December 2009

MULES
Missouri Uniform Law Enforcement System

File with MULES/NCIC Operations Manual

Topics Addressed In This Edition:

- Signature Block
- Clearing vs. Canceling Ex Partes and Full Orders of Protection
- New MULES PCR Reference Manual
- Validating Warrants Using Case.net
- TAC Corner - Responsibilities of LASO; Appointment Letter Required
- Message Switch Replacement Update
- Minimum System Requirements for New Message Switch
- MULES Training Requirements
- Access Integrity Unit - Activity Update

Signature Block

The blocks below should be initialed and dated by agency personnel before this document is filed with the *MULES Operations Manual*. Initialing the signature block indicates whether or not a particular person has reviewed the content. During the triennial MULES Audit conducted at each agency, the signature block will be checked to verify the information was received by agency points of contact.

Clearing vs. Canceling Ex Partes and Full Orders of Protection

Several inconsistencies have been noted in the way that Orders are being removed for routine purposes. As with any other entry, Protection Orders that are not valid or never should have been entered should be cancelled; Orders removed for any other reason should be cleared. Researching MULES activity resulted in the following example from January 2008 to January 2009:

	Agency 1	**Agency 2**
PO Clears	402	10
PO Cancels	3	274

Without digging any deeper, it is clear that Agency 1 is properly removing Protection Orders, and Agency 2 is not. Orders that are recalled or made inactive by a judge should be cleared, since they were valid at the time of entry. Orders where the initial entry itself was invalid or determined to be inaccurate should be cancelled, as should records which have been expunged, but this is a relatively rare occurrence.

Proper clearing vs. canceling in the Protection Order file is important because Orders that are valid and cleared are maintained in the system as 'inactive' for 5 years after they are cleared. A cancelled record is permanently removed from the system at the time of the cancel.

New MULES Policy Compliance Review (PCR) Reference Manual

A new addition to the 2010 MULES audit process is the **MULES Policy Compliance Review (PCR) Reference Manual**. Developed by CJIS Auditor/Trainer Bill Welch, the new PCR Manual is a supplement to the MULES audit documentation and will be provided electronically to each agency during their triennial PCR. This manual provides a reference point to the specific location within the *FBI CJIS Security Policy*, *NCIC 2000 Operating Manual*, and/or *MULES Policy and Procedure Manual* for the basis of every MULES PCR compliance question.

Validating Warrants Use Case.net

Agencies that enter warrants may utilize the Missouri State Courts Automated Case Management System, or Case.net, to satisfy the requirement that record validation consists of "reviewing the entry and current supporting documents, and by recent consultation with any appropriate complainant, victim, prosecutor, court, non-terminal agency, or other appropriate source or individual" (NCIC Operating Manual, Introduction). All of the packing requirement inquiries should still be made, regardless of the validation process.

NCIC policy allows supporting documents to be electronic if the CTA (The Missouri State Highway Patrol) and the originating agency recognize the electronic document as official. The Highway Patrol's CJIS Division has determined that records in Case.net meet the minimum criteria to be used for warrant record validation.

During the approval process, it was shown that information in MULES does not always reflect the records in Case.net, and vice versa. If the warrant is in both MULES and Case.net, and the information matches, then the validation has been accomplished. However, if a discrepancy exists, additional steps must be taken to complete the validation with the court.

If the warrant is active in Case.net, but some of the information differs from what is in MULES, the entering agency must contact the court to inquire if information has changed since the agency received the initial paper copy of the warrant. The record is then validated with the most current information, or cancelled if it is found to be invalid.

The warrant may be active in MULES, but not able to be located in Case.net. The court must be contacted to verify that there is an active case that is not shown in Case.net, and appropriate documentation must be obtained to support the entry. Some courts, including all municipal

courts, do not show warrant information in Case.net. To validate any municipal warrant, the court must be contacted directly.

If the warrant is active in MULES, but shows a disposition in Case.net, cancel the warrant and return it to the court.

Many agencies already have a sufficient validation system in place and will see no benefit to utilizing Case.net. Agencies that choose to validate warrants using Case.net must ensure that the operators responsible for validations understand the requirements for using Case.net, and are proficient in its operation. A screenshot or printout of the Case.net record should be kept with the file or accessible, in order to document that the validation was performed properly.

TAC Corner

Responsibilities of Local Area Security Officer (LASO); New LASO Appointment Letter Required

Pursuant to changes to the CJIS Security Policy adopted by the CJIS Policy Advisory Board in 2009, the title of **Security Point-of-Contact** (Security POC) has been replaced with **Local Area Security Officer** (LASO). The LASO is the point of contact employed or contracted by an agency to provide technical systems assistance to the CSA Information Security Officer (ISO) in order to assure the confidentiality, integrity, and availability of criminal justice information on the network. The LASO has the following defined responsibilities:

- Be familiar with the contents of the CJIS Security Policy as they pertain to network security.
- Identify who is accessing CJIS systems at the agency level, and ensure no unauthorized individuals have access to the system.
- Identify and document how equipment is connected to the state system, including a detailed network diagram.
- Ensure that personnel security screening procedures are being followed as stated in the CJIS Security Policy and this Manual.
- Ensure appropriate security measures are in place and working as expected.

- Support policy compliance and keep the ISO informed of security incidents.

Please note that MULES Policy now requires a LASO Appointment Letter on file for every agency with MULES access. Similar to the design and purpose of the *Terminal Area Coordinator (TAC) Appointment Letter*, this letter needs to be on agency letterhead and signed by both the Terminal Area Administrator (TAA) and the LASO. Once fully executed, these letters should be mailed to the MSHP Access Integrity Unit. Finally, MULES Policy does allow either a TAC or TAA to also serve as the agency's LASO.

REFERENCES: CJIS Security Policy 4.5 (Section 3.4); CJIS Security Policy 4.5 (Appendix E, Page 15); MULES Policy and Procedures Manual (Page 35)

Message Switch Replacement Update...

A major component in the MCJMP project is the replacement of the legacy MULES Message Switch, MULES HotFiles, and the MULES desktop client. Computer Projects of Illinois (CPI) was the vendor selected for this key piece of the project. CPI will deliver the OpenFox™ Message Switch, OpenFox™ HotFile database, and the OpenFox™ Messenger desktop client. Due to the scope and complexity of the project, the MULES replacement will be divided into two phases. At the completion of Phase 1, CPI's OpenFox™ Message Switch will interface to the MULES message switch as a remote system, and support interfaces with the new MCD, CAD, and RMS servers and broker external database transactions between the new systems and legacy MULES.

In addition to the installation of the OpenFox™ Message Switch during Phase 1, MSHP will begin the deployment of the OpenFox™ Messenger Desktop client that was demonstrated during the September MULES User Conference. To the MULES user community, OpenFox™ Messenger will be the most visible sign of change to MULES and will provide the platform for the delivery of new services and features. OpenFox™ Messenger is a law enforcement oriented, image capable, desktop client designed for easy use. Similar to the look and feel of a standard email interface, OpenFox™ Messenger provides a Graphical User Interface (GUI) for submitting transactions to the OpenFox™ Message Switch and for managing and viewing message responses.

Phase 2 of the Message Switch project will focus on transitioning external system interfaces such as NCIC and Nlets to the OpenFox™ Message Switch and migrating the legacy MULES HotFiles to the new database structures.

CPI was also selected to replace the MSHP criminal history database and back-office client application. The CPI database team has been working with the technical and administrative MSHP staff to ensure that the design of the new system incorporates the existing functionality and delivers new features as well. As a part of the CCH reengineering effort, CPI is developing a fee-based public website for name based criminal history searches. In addition to the public site, Missouri agencies that require fingerprint-based searches will be able to get the results of those searches using a secure client application that will be administered by the MSHP CJIS staff.

Minimum System Requirements for New Message Switch

In anticipation of the replacement of the current MULES system in as little as a year, agencies should begin assessing their computer hardware to ensure minimum system requirements are met. All systems that will run OpenFox Desktop will require Internet Explorer 5.5, Mozilla 1.4, Firefox 1.0, or higher versions of these browsers.

The remaining system requirements are based upon operating system.

Windows Operating System	**Windows 98SE, ME, 2000**	**Windows XP**	**Windows Vista ***
Processor Minimum and Preferred Speed	800 MHz Pentium II or equivalent	1 GHz Pentium III or equivalent (1.5 GHz preferred)	1.5 GHz Pentium IV or equivalent (2 GHz preferred)
Memory Minimum and Preferred	256 MB RAM (512 preferred)	512 MB RAM (1 GB preferred)	1 GB RAM (2 GB preferred)
Hard Drive Capacity and Space Available	20 GB (100 MB Available)	40 GB (100 MB Available)	80 GB (100 MB Available)

Systems running Windows Vista must also provide support for DirectX 9 graphics including:

- WDDM Driver
- Minimum 128 MB graphics memory, 256 MB preferred
- Pixel Shader 2.0 support in hardware
- 32 bits per pixel

MULES Training Requirements

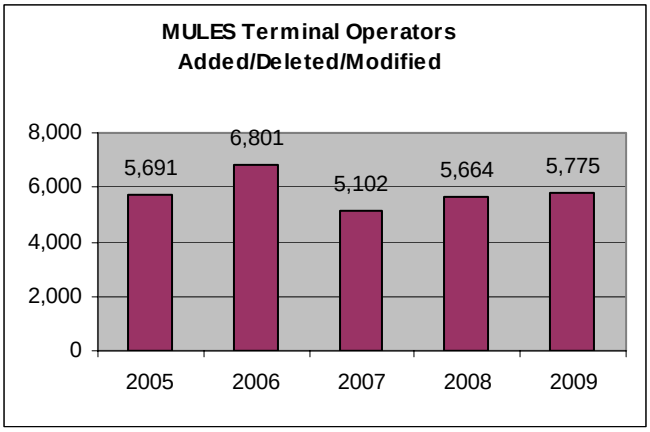
Effective January 1, 2010 there will be new requirements for MULES training. Due to in-class computer training, agencies are strongly encouraged to have new operators complete 3 to 4 months of on-the-job training prior to attending MULES class. The MULES Instructors routinely have students who have never logged on the system. Therefore, in order to register an operator for training, the operator's SHP-292C, granting provisional access with their own unique User ID, **MUST** be received no later than **30 days** prior to class. This policy will ensure every student has a minimum of 30 days exposure to the system and adequate time to review the OJT handout, located on the CJIS launch pad.

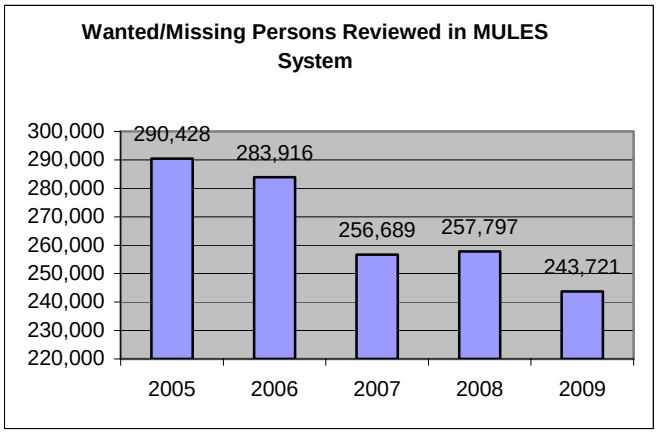
Also, registration forms (SHP-290B) for any MULES class, must be received no later than one week prior to class. A one-week notice is required in order for Trainers to prepare all documents associated with that class.

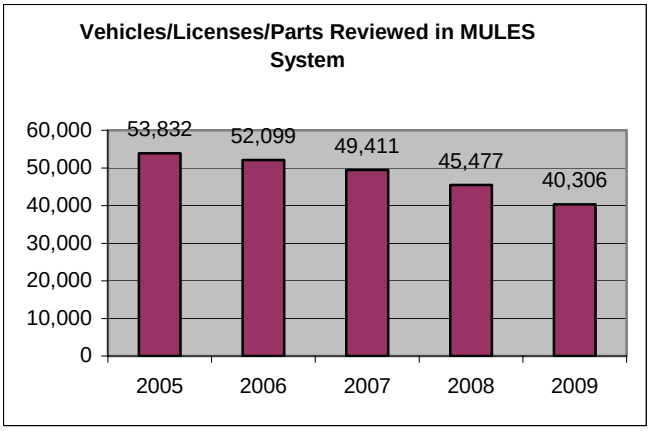
Any student who does not meet these criteria will not be allowed to attend class.

Access Integrity Unit - Update on Activity

I'm sure many supported agencies are curious to know just how many records are processed by the Access Integrity Unit on an ongoing basis. To keep you updated, we will begin to include some statistics in our newsletters from time to time. The charts below illustrate the number of records reviewed for quality within their respective categories, and the number of operators added to, deleted from, or modified within the MULES system each calendar year.







October - December 2009

UCR Uniform Crime Reporting

File with *Missouri Supplement to the UCR Handbook*

Topics Addressed In This Edition:

- Signature Block
- KCPD Obtains MIBRS Certification!!
- MIBRS Certification
- 2010 Training Scheduled
- Web-Based MIBRS RMS Software Pilot Scheduled to Begin
- Missouri UCR Staff Attend 2009 ASUCRP Conference
- Reminder: Paper Quarterly Hate Crime Reports No Longer Needed
- Electronic Availability of the NIBRS Addendum for Submitting Cargo Theft Data
- Clarifications
- Change in Policy on Reporting Prison Crime
- Missouri Sex Offense Statutes Translation to UCR

Signature Block

The blocks below should be initialed and dated by agency personnel responsible for UCR reporting before this document is filed with the *Missouri Supplement to the UCR Handbook* and the *UCR Handbook* publications. During the triennial UCR Quality Assurance Review (QAR) conducted at each agency, the signature block will be checked to verify the information was received and reviewed.

Kansas City Police Department Obtains MIBRS Certification!!

The Kansas City Police Department obtained MIBRS Certification in December 2009. The agency will begin submission of live MIBRS data in January 2010. Due to the size of the agency, and the number of records processed each month, this was a huge undertaking. Officer training for MIBRS took place once each week for the entire year of 2009. Records personnel at the agency devoted endless hours to data quality and cleanup to ensure that information being entered into the system was correctly coded and processed before submission, and worked diligently to correct records containing errors. Special recognition should be extended to Regina Wagner, Dianne Morrison, Tomas Umali (Tomas is actually an agency vendor contact), and Major Christy Laughlin for making MIBRS a priority at the Kansas City Police Department. Excellent job!!!

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
Byrnes Mill 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

The following agencies are currently working toward MIBRS Certification:

Kirkwood Police Department
Gladstone Police Department
Lake Lotawana Police Department
Oakland Police Department
Joplin 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 Laurie Crawford, CJIS Manager, at (573) 526-6278.

2010 CJIS Training Schedule

We will now be listing all upcoming CJIS Training Sessions on the UCR Website, as well as in each CJIS Newsletter. This list will include all scheduled UCR and MIBRS classes presented by MHSP personnel statewide. Feel free to contact the instructor at the phone number provided to register for the class or to get more information on the location. ***Please note that the dates and times of these training sessions are subject to change and/or cancellation!***

Date	Time	Class	Location	Instructor(s)	For Registration:
2/10/10	8:00am-4:00pm	**UCR Training Class**	Wayne County Sheriff's Department Greenville, MO	Bill Welch	(573) 840-9562
2/18/10	8:00am-12:00pm	**Records Management Training**	Lafayette County Sheriff's Department Lexington, MO	Bob Hanson Bill Welch	(816) 467-7931 (573) 840-9562

Web-Based MIBRS RMS Software Pilot Scheduled to Begin

Development of a web-based version of the MIBRS Software has been underway for some time. Some of the benefits derived from development of this application include immediate upgrades, better support, better accuracy for submissions, and automation of data submission. Agencies currently using the locally installed software will be fully supported until the web-based version goes live.

The pilot of the software is anticipated to begin in early February 2010 with selected pre-designated agencies. Once piloting is completed (this will take approximately two months), the Missouri UCR Program Office will begin scheduling agencies to transition to the new software from the old locally installed MIBRS RMS software. We will not bring on new agencies until all previously supported agencies have been moved over to the new system. Once that transition is made, we will begin scheduling new agencies on request. As details for the system pilot and deployment unfold, we will continue to update you in upcoming newsletters. Please direct questions regarding this application to your local UCR Trainer/Quality Assurance Auditor.

Missouri UCR Staff Attend 2009 ASUCRP Conference

On October 25 - 28, 2009, several members of the Missouri UCR Staff attended the annual Association of State Uniform Crime Reporting Programs (ASUCRP) Conference in Birmingham, Alabama. This national conference provided Missouri program personnel with the ability to work directly with the FBI CJIS Division in updating UCR policy and receive training on emerging UCR/NIBRS issues. In addition, Missouri program personnel were able to learn more about the various state-to-state UCR training and auditing methods in use around the country.

Topics discussed included:

- **The Multiple Arrestee Segment Indicator in the National Incident-Based Reporting System (NIBRS):** The fall Working Groups (WGs) approved the option to change the definition of Code C in Data Element 4, Exceptionally Cleared, from "Extradition Denied" to "In Custody of Other Jurisdiction." This topic was scheduled to go before the full CJIS Advisory Policy Board in December.

- **An Update to the Race/Ethnicity Categories in the NIBRS:** In response to an Office of Management and Budget (OMB) directive, the national UCR Program will expand race categories from four to five and allow for multiple race responses.

- **Human Trafficking:** As a result of the William Wilberforce Trafficking Victims Protection Reauthorization Act of 2008, Congress mandated that the FBI capture human trafficking as a NIBRS Group A offense and as a Summary Reporting System (SRS) Part I offense. The topic was presented to the fall WGs and approved as "information only." The national UCR Program staff is developing collection strategies for the NIBRS and SRS.

- **Summary Cargo Theft Training:** Staff of the national UCR Program provided an overview of cargo theft reporting for SRS agencies and introduced a draft of the *Cargo*

Theft Incident Report form. Law enforcement agencies will use this interactive, Web-based form to submit cargo theft data to the FBI. Upon the OMB's approval of the form, it will be distributed to law enforcement agencies nationwide. It is anticipated that the form will be available during the second or third quarter of 2010.

- **NIBRS Cargo Theft Training:** Staff of the national UCR Program provided an overview of cargo theft reporting as it pertains to the NIBRS, which introduced the new NIBRS Data Element 2A (Cargo Theft). Attendees participated in scenario-based activities to learn how to properly score cargo theft incidents within the NIBRS. Beginning in January 2010, the FBI will accept cargo theft data from participating NIBRS agencies.

- **Updated Law Enforcement Officers Killed and Assaulted (LEOKA) Forms:** Staff of the national UCR Program updated attendees on the status of the new forms *Analysis of Officers Accidentally Killed* and *Analysis of Officers Feloniously Killed and Assaulted.* These two forms will replace the current form, *Analysis of Law Enforcement Officers Killed and Assaulted*, an 8-page questionnaire that law enforcement agencies submit to the national UCR Program when a law enforcement officer is killed or sustained an injury from a firearm or knife or cutting instrument in the line of duty. The forms have been completed and are currently in the approval process at FBI Headquarters and the OMB.

REMINDER: Paper Quarterly Hate Crime Reports No Longer Needed!

In 2007, all Missouri law enforcement agencies were required to submit paper *Quarterly Hate Crime Reports* to indicate whether or not any Hate Crimes occurred in their jurisdiction for a given three-month period. On January 1, 2008, the Missouri UCR program office changed that policy to eliminate the *Quarterly Hate Crime Report* and to require each law enforcement agency to submit a *Hate Crime Incident Report* **IF AND ONLY IF A HATE CRIME ACTUALLY OCCURRED IN THEIR JURISDICTION**. In turn, if an agency does not submit any Hate Crime Incident Reports for a given year, then the Missouri UCR program office will assume that there were no Hate Crimes investigated. In addition, all law enforcement agencies that submit UCR data online are currently required to indicate whether or not there was any Hate Crime Activity for the given month. This online selection of "Activity" or "No Activity" now counts as the agency's Hate Crime Reporting.

We ask all Missouri law enforcement agencies to please adhere to the current policy and stop mailing or faxing Quarterly Hate Crime Reports to the Missouri UCR Program Office or your regional UCR Trainer. If you have any additional questions on Hate Crime reporting, please contact the program office at (573) 526-6278.

Electronic availability of the NIBRS Addendum for Submitting Cargo Theft Data

The document *NIBRS Addendum for Submitting Cargo Theft Data* is now available online at <www.fbi.gov/ucr/nibrs/nibrs_cargo_theft.htm>. The Addendum provides the definition of the new NIBRS cargo theft data element, entry requirements, error messages, and programming changes. Beginning January 1, 2010, the FBI will begin accepting test data that captures this data element.

Agencies with questions should contact the FBI's Multimedia Productions Group (MPG) by telephone at (304) 625-4995; by facsimile at (304) 625-5394; or by e-mail at <cjis_comm@leo.gov>.

Clarifications

Data Element 3 (Incident Date/Hour) and the report date in MIBRS

The staff of the national UCR Program would like to remind law enforcement agencies that the Data Element 3 (Incident Date/Hour) should reflect the day and hour, in the MM/DD/YYYY/HH format, that the incident actually occurred or the beginning of the time period in which the crime occurred (as appropriate). As stated on page 69 of Volume 1: *Data Collection Guidelines* (August 2000), if the incident date is unknown, an agency should enter the date of the report (with the indicator R = Report) as the date of the offense. If the incident hour is unknown, the hour should be left blank.

The national UCR Program strives to maintain a database that is as complete and accurate as possible. However, the national UCR Program is concerned that some agencies' software is defaulting to the first day of the month when either the incident date is unknown or is overridden, which could result in skewed statistics.

Justifiable homicide edit in MIBRS will produce fatal error

A justifiable homicide is not considered a crime; therefore, it cannot be classified as a hate crime. An edit will be placed in the MIBRS system preventing incoming offenses classified with both an offense code of 09C, Justifiable Homicide, and a bias motivation code with anything other than 88 = None (no bias) or blank. This edit will generate an error in the offense segment. The error message will indicate "JUSTIFIABLE HOMICIDE MUST BE CODED AS NON-BIAS MOTIVATED."

Theft From a Motor Vehicle vs. Theft of Motor Vehicle Parts and Accessories

The definition of Theft of Motor Vehicle Parts and Accessories covers a broad spectrum. Part of the definition reads "the theft of any part". The part does not have to be attached to a vehicle for the offense to be classified as Theft of Motor Vehicle Parts and Accessories. If it is considered a part for a motor vehicle and is stolen out of a car, then it should still be classified as Theft of Motor Vehicle Parts and Accessories. For example, a victim has a new car battery inside their vehicle, which was just purchased. On the way home from the auto part store, the victim stops to pick up some groceries. While in the supermarket, the victim's car is broken into, and the car battery is stolen. This should be classified as Theft of Motor Vehicle Parts and Accessories and NOT Theft From a Motor Vehicle. GPS devices might pose some issues for classification in this area. Most GPS's that are stolen in the United States are designed for automobiles, so whether they are attached to a vehicle with a suction cup, or lying in the seat and someone steals it, the FBI wants these reported as Theft of Motor Vehicle Parts and Accessories. If the GPS that is stolen from a vehicle is intended for use as a Golf GPS, Military GPS, Meter GPS etc. (they are out there) and someone steals it from an automobile, the FBI tells us NOT to classify them as motor vehicle parts and accessories, but as a Theft From a Motor Vehicle.

Change in Policy on Reporting Prison Crime

Following the last FBI audit of the Missouri UCR Program, an administrative decision was made to change the Missouri policy on exclusion of prison crime in the totals for Missouri agencies. Beginning in January 2010, offenses occurring within jails and correctional facilities are now reportable. Please bear in mind that this does not change the definition of law enforcement officers when determining whether or not a LEOKA form for the month needs to be submitted. If an officer is not sworn and doesn't work outside the jail setting, they should not be included on the LEOKA form should an assault or line of duty death occur for that corrections professional.

Missouri Sex Offense Statutes Translation to UCR

State Statute	Elements	UCR Summary	MIBRS
Forcible Rape 566.030	Sexual Intercourse by forcible compulsion (use or threat of force) ***Victim can be any age	Forcible Rape (2a)	Forcible Rape (11A)
Forcible Rape 566.030	Consensual Sexual Intercourse with a child age 12 or under	Forcible Rape (2a)	Forcible Rape (11A)
Statutory Rape 1st Degree 566.032	Consensual Sexual Intercourse with a person age 13	Other Sex Offense (17)	Statutory Rape (36B)
Statutory Rape 2nd Degree 566.034	Consensual Sexual Intercourse with a person 14,15, 16 and suspect is 21 or older	Other Sex Offense (17)	Statutory Rape (36B)
Sexual Assault 566.040	Sexual Intercourse with a person when suspect knows they do not have that persons consent	Forcible Rape (2a)	Forcible Rape (11A)
Forcible Sodomy 566.050	Oral or Anal Sexual Intercourse by force or against the persons will	Other Sex Offense (17) Agg Assault (4) Other Assault (8)	Forcible Sodomy (11B)
Statutory Sodomy 1st Degree 566.062	Consensual Oral or Anal Sexual Intercourse with a person age 13 or younger	Other Sex Offense (17)	Forcible Sodomy (11B)
Statutory Sodomy 2nd Degree 566.064	Consensual Oral or Anal Sexual Intercourse with a person under 17 and suspect is 21 or older	Other Sex Offense (17)	Forcible Sodomy (11B)
Child Molestation 1st Degree 566.067	Subjects a person under 14 to sexual contact	Other Sex Offense (17) Agg Assault (4) Other Assault (8)	Forcible Rape (11A) Forcible Sodomy (11B) Sx Asslt w/Object 11C) Forc. Fondling (11D) Incest (36A) Statutory Rape (36B)
Child Molestation 2nd Degree 566.068	Subject a person under 17 to sexual contact	Other Sex Offense (17) Agg Assault (4) Other Assault (8)	Forcible Rape (11A) Forcible Sodomy (11B) Sx Asslt w/Object 11C) Forc. Fondling (11D) Incest (36A) Statutory Rape (36B)
Deviate Sexual Assault 566.070	Oral or Anal Sexual Intercourse with a person without that persons consent	Other Sex Offense (17) Agg Assault (4)	Forcible Rape (11A) Forcible Sodomy (11B)

Sexual Misconduct involving child 566.083	Exposing genitals to child or enticing child to expose genitals	Other Sex Offense (17)	Disorderly Conduct (90C)
Sexual Contact – Misconduct 1st degree 566.086-566.090	Subject person to sexual contact without consent	Other Sex Offense (17)	Forcible Fondling (11D)
Sexual Misconduct 2nd Degree 566.093	Exposing genitals; or Consensual sexual contact in presence of others; or consensual sexual/oral/anal intercourse in a public place	Other Sex Offense (17)	Disorderly Conduct (90C)
Sexual Misconduct 3rd degree 566.095	Solicits person for sexual contact and alarms person	Disorderly Conduct (24)	Disorderly Conduct (90C)
Sexual Abuse 566.100	Subject another person to sexual contact by the use of force.	Other Sex Offense (17)	Forcible Fondling (11D)
Incest 568.020	Consensual sexual intercourse between persons who are related	Other Sex Offense (17)	Incest (36A)
Possession of Child Pornography 573.037	Possession of child pornography	Other Sex Offense (17)	Pornography (370)
Prostitution 567.020	Engage in sexual relations for profit	Prostitution/Commer-cialized Vice (16)	Prostitution (40A)
Invasion of Privacy 2nd Degree 565.253	To secretly watch someone for the purpose of voyeurism/peeping	Other Sex Offense (17)	Peeping Tom (90H)
Fail to register as Sex Offender 589.425	Fail to register as a Sex Offender as mandated by Missouri Law	All Other Offenses (26)	All Other Offenses (90Z)

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