

**Georgia Bureau of Investigation
October Monthly Report
FY2016**



**Presented to the Board of Public Safety
December 10, 2015**

**Vernon M. Keenan
Director**

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**Vacant State Positions
FY2016**

	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Total Vacant Positions in DOFS	27	30	26	28								
Vacant Scientist Positions	7	9	8	8								
Total Vacant Positions in GCIC	5	5	6	5								
Total Vacant Positions in Admin	4	4	4	3								
Vacant Sworn Agent Positions	7	7	9	13								
Total Vacant Positions In the Investigative Division	12	12	15	20								

**DOFS Backlog Chart
Unworked Reports over 30 Days Old
FY2016**

Discipline	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Chemistry	531	440	628	832								
Firearms	794	886	1,144	1,301								
Forensic Biology	1,281	1,788	1,657	1,890								
Impressions	0	1	5	3								
Latent Prints	2,175	2,168	2,216	2,263								
Medical Examiners	101	77	94	94								
Miscellaneous Services	0	0	0	0								
Toxicology	847	742	480	741								
Trace Evidence	242	261	267	293								
Total	5,971	6,363	6,491	7,417								

GBI Administration

Office of Privacy & Compliance/Open Records

	<u>October 2015</u>	<u>Total FY2016</u>
Open Records Request	275	1,231
Archives	13	93

Personnel

Employee Totals

October 2015

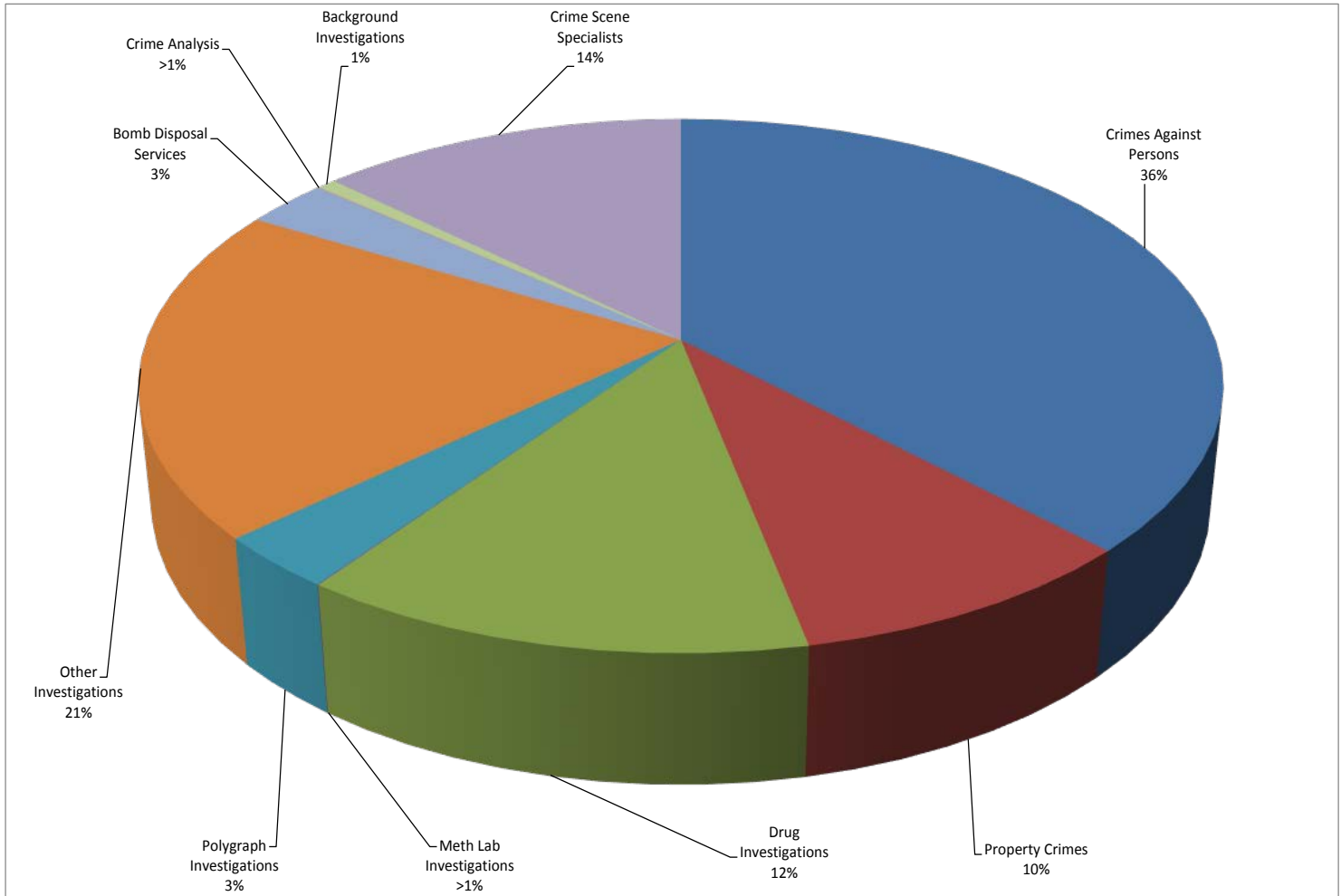
	State Funded Positions	Grant Funded Positions	<i>Total</i>
Investigative Division	326	18	344
Georgia Crime Information Center	40	68	108
Division of Forensic Sciences	285	33	318
Administration	43	1	44
Total	694	120	814

	Total State Funded Positions Vacant	State Funded Vacancies Under Active Recruitment
Investigative Division	20	5
Georgia Crime Information Center	5	0
Division of Forensic Sciences	28	16
Administration	3	2
Total	56	23

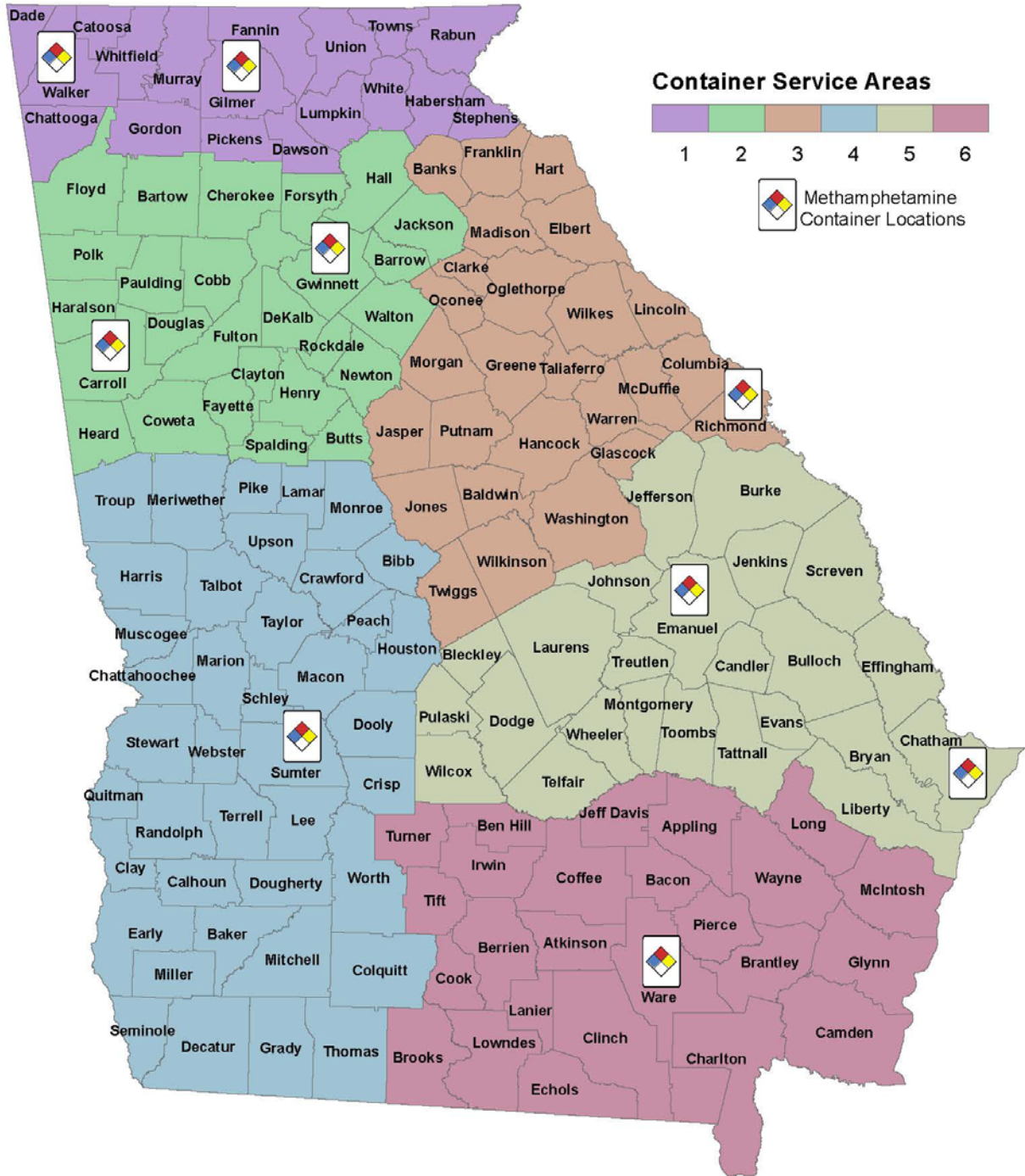
INVESTIGATIVE DIVISION

	October 2015	Fiscal YTD
Total Sworn Employees	247 (filled-includes grant)	
Total Investigative Hours Expended	23,477.25	103,099.50
Crimes Against Persons, includes	7,694.00	36,929.50
Death Investigations	3,932.50	19,102.00
Child Abuse	2,219.00	10,052.00
Sex Crimes	570.50	2,192.00
Missing Persons	14.00	132.00
Assault, Kidnapping, Robbery, Terrorist Acts, Fugitive, Human Trafficking, etc.	958.00	5,451.50
Property Crimes, including Theft, Burglary, Forgery	2,363.25	10,592.75
Drug Investigations	3,048.00	12,691.50
Meth Lab Investigations	5.00	39.00
Polygraph Examinations	715.00	3,430.00
Background Investigations	201.00	786.00
Other Investigations, including Preliminary Investigations	5,632.00	21,785.75
Bomb Disposal Services	690.00	2,951.00
Crime Analysis	-	16.00
Crime Scene Specialists	3,129.00	13,878.00
	All figures above represent Investigative Hours	
Total Seizures	\$1,206,122.99	\$2,392,819.74

Investigative Hours Expended YTD FY2016



State of Georgia Methamphetamine Container Program



January 2015

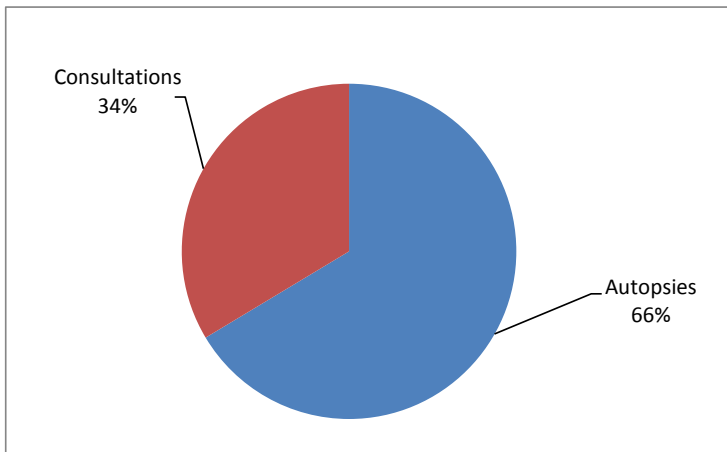
Crime Lab

Medical Examiners (includes all laboratories)

	October 2015	FY2016 YTD
Autopsies	283	1,148
Consultations	169	581
Total ME Cases Managed	452	1,729
 Clayton County Death Certificates	 26	 129

Percentage of Cases Released in 90 days: 77%

Medical Examiner Activity, FY2016



Confirmed CODIS Hits for October 2015

State Offender Hits	15
State Forensic Hits	6
National Offender Hits	7
National Forensic Hits	2
Total	30

Samples entered into CODIS for October 2015 – 1,265

Profiles in CODIS

Forensic Casework Profiles	17,750
Convicted Offender Profiles	301,093
Missing Person/Unidentified Human Remain Profiles	4
Staff/QC File	415
Total	319,262

Laboratory Production

Report Turnaround for October 2015

	# Released in 45 Days	Total Released	% Released in 45 Days
Laboratory			
Headquarters - Atlanta	3,144	3,986	79%
Central Regional - Macon	373	399	93%
Coastal Regional - Savannah	105	328	32%
Eastern Regional - Augusta	377	543	69%
Northeastern Regional	864	1,001	86%
Southwestern Regional - Moultrie	134	257	52%
Western Regional - Columbus	73	137	53%
System-wide Totals	5,070	6,651	76%

Note: 91.5% Casework Reports were released within 90 days.

Report Turnaround for Year-to-Date, FY2016

	# Released in 45 Days	Total Released	% Released in 45 Days
Laboratory			
Headquarters - Atlanta	13,466	17,268	78%
Central Regional - Macon	1,426	1,611	89%
Coastal Regional - Savannah	728	1,512	48%
Eastern Regional - Augusta	1,121	1,946	58%
Northeastern Regional	5,037	5,301	95%
Southwestern Regional - Moultrie	700	1,203	58%
Western Regional - Columbus	612	778	79%
System-wide Totals	23,090	29,619	78%

Crime Lab Reports Processed for October 2015

Department	Requested	Total Released
Chemistry (includes Drug ID)	2,570	2,338
Firearms	478	304
Forensic Biology	2,360	1,499
Impressions	7	4
Latent Prints	255	173
Medical Examiners	452	407
Toxicology	2,171	2,205
Trace Evidence	169	128
Total	8,462	7,058

Crime Lab Reports Processed FY2016

Department	Requested	Total Released
Chemistry (includes Drug ID)	10,671	10,184
Firearms	1,794	1,117
Forensic Biology	8,273	7,289
Impressions	21	15
Latent Prints	951	777
Medical Examiners	1,728	1,730
Toxicology	9,341	9,712
Trace Evidence	621	525
Total	33,400	31,349

Georgia Crime Information Center

October 2015

NCIC SERVICES

CJIS Network Statistics

System Uptime: 100%
Messages Processed: 57,852,066

CJIS Operations

1. Sex Offender Registry

	Month	FY2016	Database Totals
Records Added	157	684	27,240

2. Protection Order Registry

	Month	FY2016	Database Totals
Records Added	2,343	10,795	308,649

3. National Data Exchange (N-DEx)

Number of Georgia agencies contributing to N-DEX: 3

Agencies/Users with N-DEx Inquiry Access Only (no data contributed)

	Added	Removed	Total with Inquiry Access
Agencies	0	0	29
Users	0	0	39

4. Off-Line Search Requests

Type of Request	Month	FY2016
Administrative (Criminal Justice Agency)	16	48
Open Records	0	1
Subpoena	0	3
Media	0	0
Possible CJIS Security Violations	4	16

CJIS Audits

GCIC conducted 52 CJIS audits.

Portal XL Migration Project

AGENCY COUNT	COUNTIES	DEVICE CONVERSIONS
Total Agencies: 910	With Conversion Activity: 159	Number of Devices: 4,700
Completed: 887	No Conversions Started: 0	Devices Converted: 4,593
Scheduled: 60		Devices Outstanding: 107

INFORMATION SERVICES

Criminal History Identification Services

1. Criminal Fingerprint Transactions Received

	Monthly	FY2016
Submissions	41,602	167,917
Submissions w/Palms	16,014	66,325
Submissions w/Photos	11,641	48,698

Transactions processed within 2 hours of receipt: 90%

2. Applicant Fingerprint Transactions Received

	Monthly	FY2016
Submissions	36,507	160,872

Transactions processed within 24 hours of receipt: 99%

3. Final Disposition Transactions Received

	Monthly	FY2016
Local Agency	55,301	227,004
GCIC	5,640	23,192
TOTAL	60,941	250,196

4. RAPID Identification Transactions

	Monthly	FY2016
Submissions	15,682	60,080
AFIS Hits	44%	44%
NCIC Hits	40%	40%
FBI RISC Hits	1%	1%

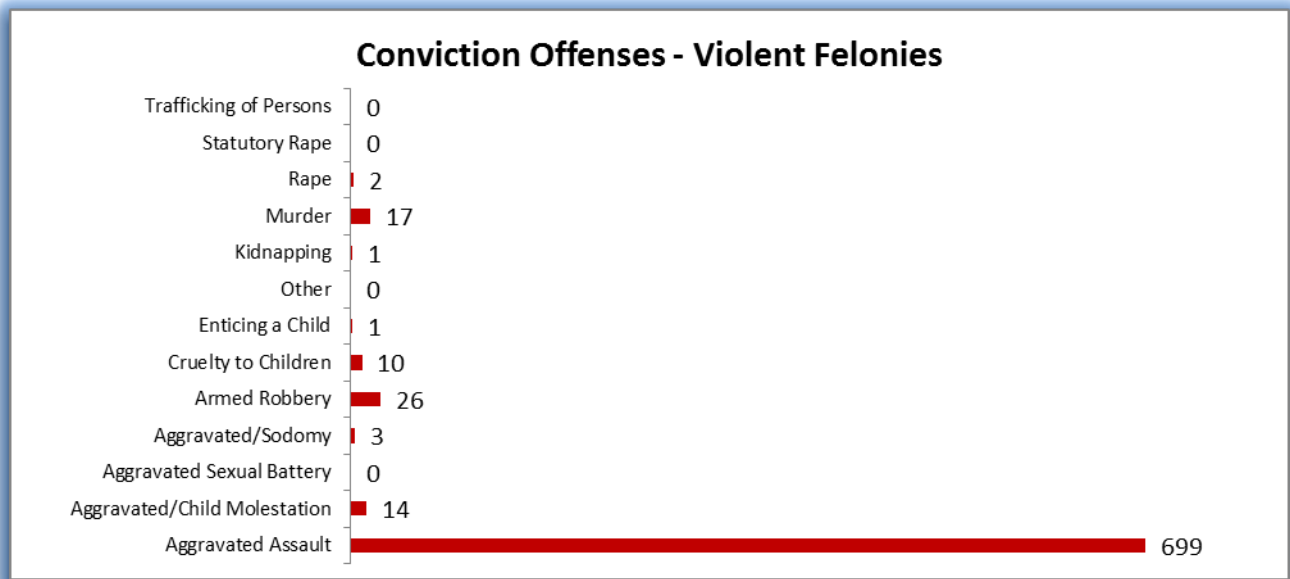
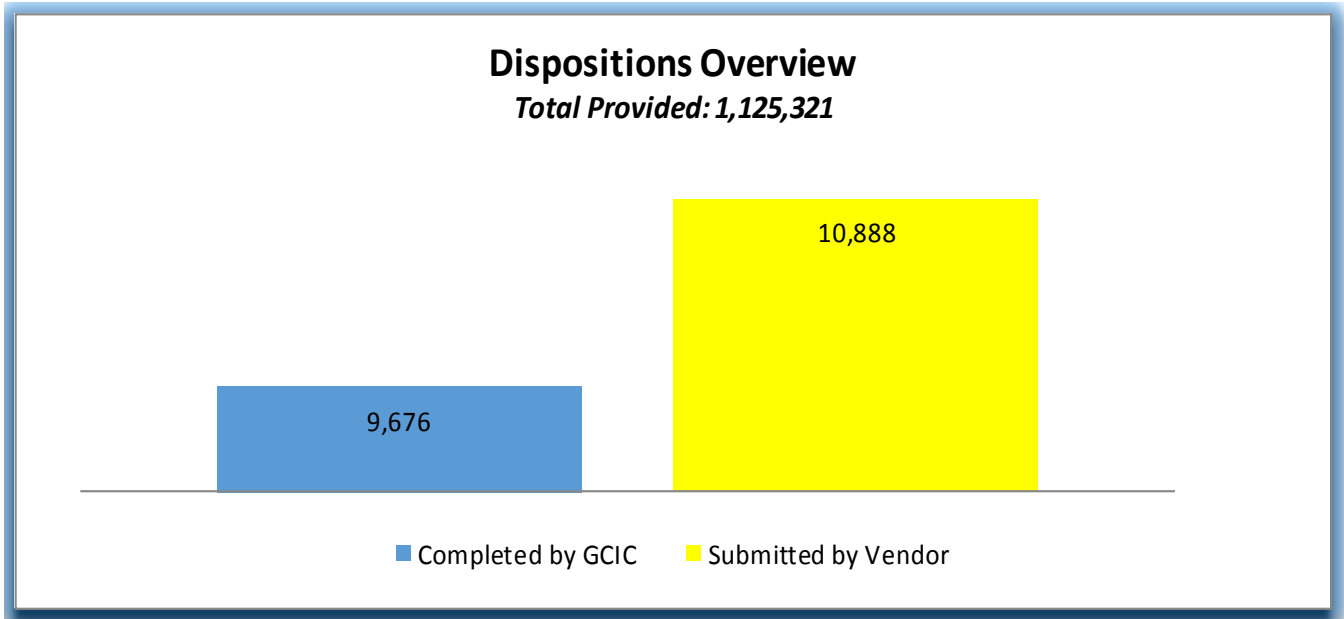
5. Non Criminal Justice (NCJ) Audits

GCIC conducted 33 NCJ audits during the month of October.

6. Disposition Recovery Project

Note: The Disposition Recovery Project has shifted its funding source from GCIC User Fees to the National Criminal History Improvement Program (NCHIP) grant. Currently, Fulton County is the only county being targeted.

	Monthly	FY2016
Provided to Vendors		1,125,321
Completed	2,065	9,676
Research Counties	1	1



PLANS & PROGRAM DEVELOPMENT

AFIS REPLACEMENT

Project Description - GCIC replaced the Georgia Bureau of Investigation's 22 year old Automated Fingerprint Identification System (AFIS). The AFIS replacement enhanced fingerprint identification services to permit identification of criminals more rapidly through the use of state of the art alternative search methods and information sharing. Phase II of the project focused on the Image Archive system expansion. The expansion allowed divisions within GBI to store documents and easily retrieve when needed. Phase III focused on the FBI's Next Generation Identification (NGI) Increment 3 implementation which introduced two new features: palm submission capability and the use of the EFS (Extended Feature Set) profiles for latent searches of AFIS systems

The project is in Phase IV which focuses on the FBI's Electronic Biometric Specification Transmission (EBTS) v10.0 compliance for greater compatibility to NGI 4.

Listed below are changes required for T-Net and AFIS:

1. Accept and process any EBTS v10.0 live scan submission that conforms to GBI edits.
2. Ignore additional National Institute of Standards and Technology (NIST) record types allowed by EBTS v10.0 but are not required by GBI and successfully pass a full NIST record to the FBI if needed.
3. Accept and process NIST transactions which submit Type 14 1000 pixels per inch (ppi) fingerprint images.
4. Ensure all incoming to GBI and outgoing to FBI transactions are in EBTS v10.0 format.
5. AFIS transactions sent to the FBI should include the photo if a photo is received with the transaction.
6. Store NIST file contained in NIST record types not used by AFIS in Image Archive.
7. Send FBI bound submissions from Individual Fingerprint Workstation (IFW) as EBTS v10.0.
8. Support EBTS v10.0 compliant inbound and outbound transactions on the interoperability interface.
9. Import EBTS v10.0 Latent Fingerprint Feature Searches (LFFS) and Latent Fingerprint Image Search (LFIS) files for latent input.
10. Continue to accept and process EBTS v9.x transactions that conform to GBI edits.

Monthly Update - Work continues on the remaining items needed to import LFIS/LFFS transactions into IFW. EBTS 10.0 updates must be implemented at the local agency by December 31, 2015. Courtview continues work to complete the remaining CCH enhancements.

Accomplishments This Reporting Period

NGI Increment 4-EBTS 10.0 Compliance:

- All EBTS 10.0 software updates are complete.

CCH/Ident and Applicant Services Requested Enhancements:

- The GUI revamp/compatibility enhancements were tested by the Project Manager and the end-user; all tests were successful.

AFIS CCH/Ident Requested Enhancements:

- Five (5) of seven (7) AFIS enhancements are complete. One of the two remaining enhancements is the Archive Document Management update. Although fixes for several of the bugs have been moved to test, new bugs were discovered and need to be resolved by the vendor in Rancho Cordova.

GEORGIA SECONDARY METAL RECYCLER PROJECT

Project Description - O.C.G.A. 10-1-360.1 and 10-1-353 require that GBI establish and maintain a database of required purchase transaction information from Secondary Metal Recyclers (SMR) that is accessible and searchable by Georgia law enforcement agencies.

Monthly Update - Rules and Regulations outlining the terms and conditions of the use of the SMR system have been drafted and forwarded to the GBI Assistant Director for review and submission to the Board of Public Safety.

Accomplishments This Reporting Period

- The final draft of the rules and regulations for SMR submissions to the GBI database has been completed and forwarded to the GBI Assistant Director.

FINANCE AP UPLOAD PROJECT

Project Description - In an effort to improve efficiency in operations, the GBI Accounting Department is seeking to automate the uploading of invoice/payment transactions to TeamWorks thus reducing, if not eliminating, the amount of data entry. The two areas for uploading transactions are the CJCC Victim's Compensation payments and various internal payments. The GBI Accounting Department has secured a contractor for the project and has obtained programming for a macro enabled spreadsheet that meets the State Accounting Office (SAO) flat file requirements (2010) from the GA Soil & Water Conservation Commission. This will serve as the starting point for the contractor in automating the upload of internal payments. The contractor will work with the CJCC to define what is needed to automate the uploading of invoice/payment transactions in their Crime Management Information System.

Monthly Update - Test data and file for internal portion of system successfully tested. CJCC submitted corrected file for retesting.

Accomplishments This Reporting Period

- Additional files sent for testing in SAO's test environment.
- Developer completed configuration changes for internal portion of application.
- File submission with internal data tested successfully in SAO's test environment.
- CJCC completed corrections to their flat file for retesting.
- CJCC file sent to SAO for testing.

FINANCE ACCOUNTS RECEIVABLE (AR) SYSTEM PROJECT

Project Description - Finance/Accounting is requesting a replacement of their current Accounts Receivable (AR) system to process fee invoices and payments. The current system is not fulfilling operational needs and should be replaced before the next maintenance renewal period.

Monthly Update - The Accounting Director approved a portion of the listing of requirements that were provided to the project team. The Accounting Director and the project team continue to work to finalize requirements. The Project Manager has begun gathering information to start the RFP process. A Kick-off meeting for the project has been scheduled for November 5, 2015.

Accomplishments This Reporting Period

- Partial list of requirements submitted.
- Final Project Charter revisions made and released to Legal for review.
- RFP process and project specific meetings with Purchasing Manager and Project Management Unit Manager.
- Kick-off meeting for RFP scheduled for 11/5/15.

HUMAN RESOURCES (HR) TIMESHEET PROJECT

Project Description - A timesheet system is currently in use by select non-sworn units of the GBI. Enhancements to this application were requested by the GBI Human Resources (HR) department, the business sponsor, and completed by an internal developer within the Application Support Unit. HR requested additional enhancements during the testing phase of the project which will be incorporated as an additional phase; currently Phase I and Phase II have been defined. HR expressed a need for additional future enhancements. A Project Manager was assigned to assist with incorporating the test pilot of Phase I and the defined items of Phase II. The approval and release of Phase I will occur before work begins on Phase II. The Project Manager will work with the assigned project IT developer and HR on completing Phase I and conducting the test pilot prior to beginning Phase II.

Monthly Update - Project Charter signatures obtained. Change Request 001 submitted, reviewed, and approved. Phase 1 Release 1 Pilot completed. Cutover of Phase 1 Release 1 delayed until additional changes to application are completed and tested.

Accomplishments This Reporting Period

- Signatures obtained on Project Charter.
- Approval signatures acquired on Change Request 001.
- Developer completed configuration changes for Change Request 001.
- Phase 1 Release 1 Pilot completed.
- Decision to delay cutover of Phase 1 Release 1 until additional changes are made.
- Draft requirements for Phase 1 Releases 1 and 2.
- Sponsor distributed communication on pilot to Command Staff and ADDs.

PROTECTIVE ORDER REGISTRY (POR) APPLICATION DEVELOPMENT PROJECT

Project Description - The current POR database is outdated and the application is no longer supported. In an effort to provide better information sharing for local law enforcement agencies and the National Crime Information Center (NCIC), the Georgia Protective Order Registry (POR) is in need of improving record data quality and expanding database capabilities by replacing the existing application and infrastructure. In addition, the POR system requires greater compatibility with current web service technology.

Monthly Update - All documents for RFS1415 have been signed and approved by GBI.

Accomplishments This Reporting Period

- IBM assigned a Project Manager for RFS1415-(POR)
- Kick-off meeting with IBM Project Manager; began weekly status meetings; adjustments made to project schedule to include IBM Server Implementation—project completion date remains unchanged.
- Unisys completed the first five tasks on their Task Order.

CHILD FATALITY SYSTEM REVIEW PROJECT

Project Description - Reviewing potential extraction methods to capture the Medical Examiners data for child related deaths from the Division of Forensic Sciences (DOFS) Justice Trax Laboratory Information Management System (LIMS) to start the entry phase of data to the Child Fatality database.

Monthly Update - The Child Fatality unit has combined the data captured in Question Pro with the information obtained from the Sudden Death in the Young report to make “Question Pro Survey—CFR Death Form” for the coroners to report child death information.

Accomplishments This Reporting Period

- Met with IT staff to discuss requirements and tasks for CFR database.
- Met with CFR unit to discuss business rules currently in use.
- Completed first draft of requirements for CFR system.

PROJECT MANAGEMENT STANDARDIZATION PROJECT

Project Description - The project objective is to standardize project management based on the Department of Administrative Services (DOAS) procurement process, Georgia Technology Authority (GTA) outsourcing guidelines and Project Management Institute (PMI) industry processes. A catalog of templates will be created to accompany the developed methodology. A Project Management collaboration tool will also be included in the project review and recommendation.

Monthly Update - The project is in executing processes; revising workflows and templates until approval is received from Sponsor. Gathered information from Procurement for PMs GTA course, and met with Purchasing Manager and Sponsor to develop the procurement workflows. The PM met with stakeholders to review current practices for managing projects. PM is reviewing DOAS, GTA, and GBI Procurement Process.

Accomplishments This Reporting Period

- Approval to publish workflows - PM Unit Process, GBI Purchasing, and GTA GETS RFS
- Obtained approval for 6 templates that support the PM Unit Process workflow.
- Presented the in-house and procured workflows to Team; posted workflows and approved templates are available on GBI network shared drive.

CUSTOMER SUPPORT – TRAINING ACTIVITIES

Monthly Update - Ongoing training and agency support.

Accomplishments This Reporting Period

- Conducted Two Terminal Agency Coordinator (TAC) Certification classes in Fayetteville, GA.
- Conducted Municipal Court Training (Athens)
- Number of Customer Visits: 78
- Number of Training Hours: 24
- Number of Students Trained: 53 (excluding Municipal Court Training)
- Total Computer Based Training (CBT) Help Desk Problem Resolution: 846
- Total Suspicious Activity Report (SAR) Monthly Submissions of SAR Video: 61
- Low THC Oil Registry: Peace Officer's Guide to Low THC Oil Registry: 262