Georgia Bureau of Investigation
November Monthly Report
FY2017

Presented to the Board of Public Safety
January 12, 2017

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Director

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Vacant State Positions
FY2017

	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Total Vacant Positions in DOFS	24	23	23	24	26							
Vacant Scientist Positions	8	8	7	10	11							
Total Vacant Positions in GCIC	1	1	1	2	2							
Total Vacant Positions in Admin	4	4	5	5	5							
Vacant Sworn Agent Positions	24	24	28	21	9							
Total Vacant Positions In the Investigative Division	31	30	33	28	16							

DOFS Backlog Chart
Unworked Reports over 30 Days Old
FY2017

Discipline	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Chemistry	6,546	7,175	7,822	8,482	9,237							
Firearms	2,520	2,878	3,031	3,051	3,094							
Forensic Biology	3,110	3,191	3,466	3,724	3,863							
Impressions	38	40	43	42	39							
Latent Prints	3,137	3,234	3,309	3,446	3,550							
Medical Examiners	120	97	170	165	198							
Miscellaneous Services	0	0	0	0	0							
Operations Support	0	0	0	0	0							
Toxicology	827	506	829	858	1,523							
Trace Evidence	466	503	511	520	531							
Total	16,764	17,624	19,181	20,288	22,035							

GBI Administration

Office of Privacy & Compliance/Open Records

	November 2016	Total FY2017
Open Records Request	213	1,405
Archives	15	111

Personnel

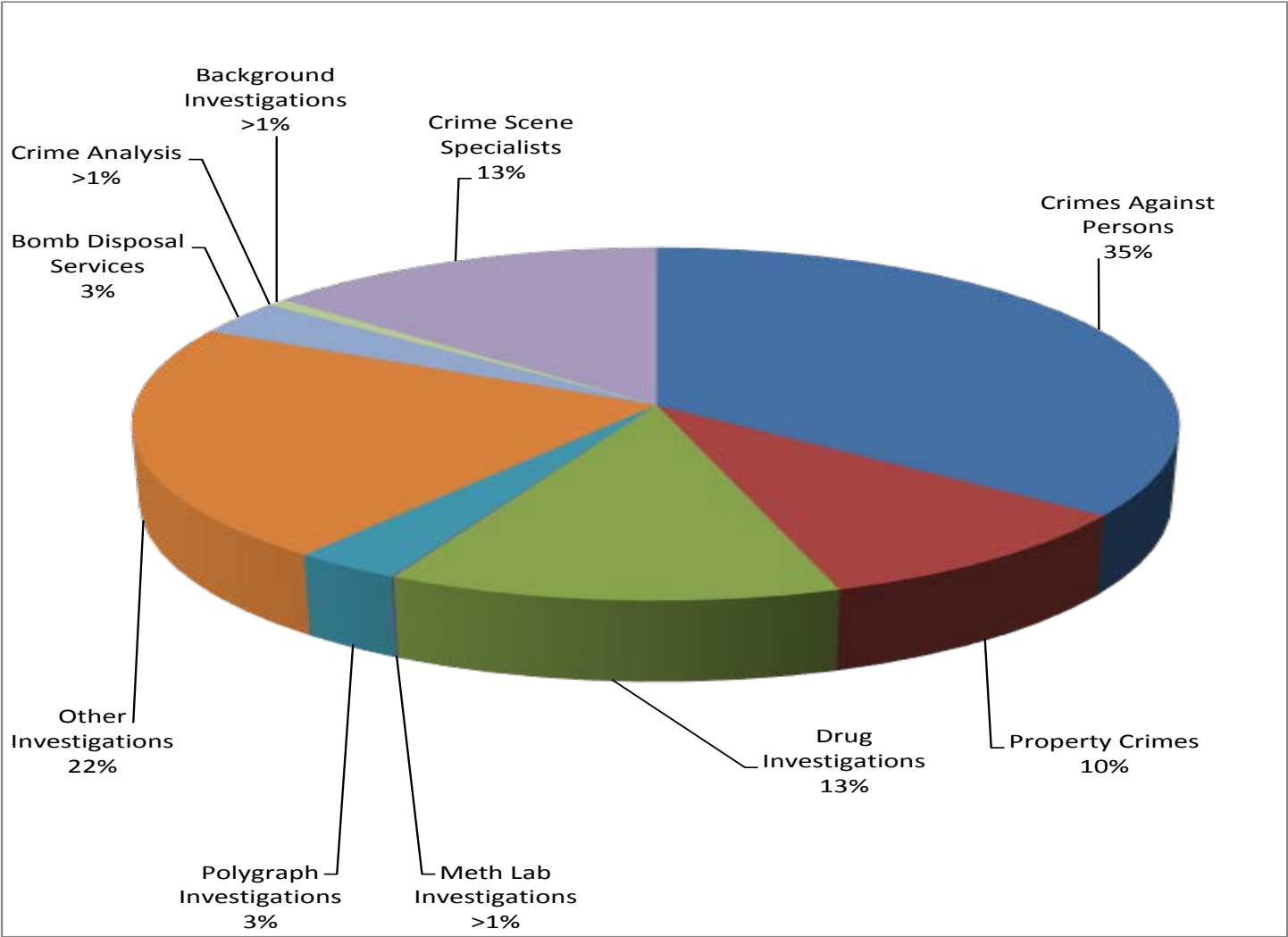Employee Totals   November 2016

	State Funded Positions	Grant Funded Positions	*Total*
Investigative Division	352	19	*371*
Georgia Crime Information Center	42	76	*118*
Division of Forensic Sciences	292	29	*321*
Administration	43	1	*44*
Total	*729*	*125*	*854*

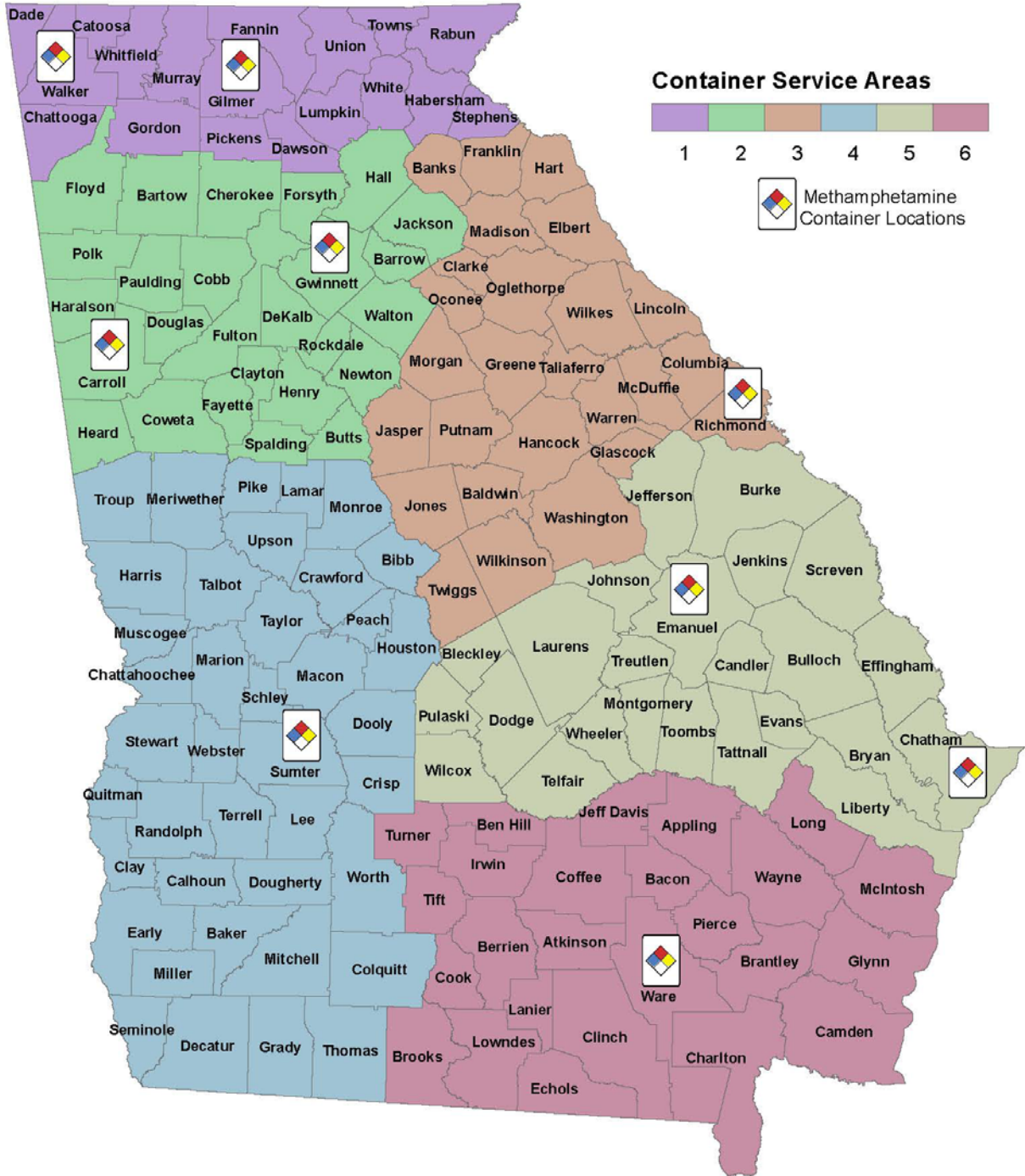|	Total State Funded Positions Vacant	State Funded Vacancies Under Active Recruitment
Investigative Division	16	3
Georgia Crime Information Center	2	1
Division of Forensic Sciences	26	13
Administration	5	5
Total	*49*	*22*

INVESTIGATIVE DIVISION

	November 2016	Fiscal YTD
Total Sworn Employees		276 (filled-includes grant)
Total Investigative Hours Expended	26,103.75	144,462.81
Crimes Against Persons, includes	8,800.50	50,370.50
Death Investigations	3,671.00	25,796.50
Child Abuse	3,705.50	15,149.50
Sex Crimes	330.00	2,180.50
Missing Persons	172.00	903.00
Assault, Kidnapping, Robbery,	922.00	6,341.00
Terrorist Acts, Fugitive, Human Trafficking, etc.		
Property Crimes, including Theft, Burglary, Forgery	2,322.25	13,906.30
Drug Investigations	3,928.00	18,861.00
Meth Lab Investigations	14.00	78.00
Polygraph Examinations	861.00	4,429.00
Background Investigations	168.00	918.00
Other Investigations, including Preliminary Investigations	6,180.00	31,891.01
Bomb Disposal Services	895.00	4,656.00
Crime Analysis	5.00	18.00
Crime Scene Specialists	2,930.00	19,335.00

All figures above represent Investigative Hours

	November 2016	Fiscal YTD
Total Seizures	$2,418,803.00	$101,393,224.00

Investigative Hours Expended
YTD FY2017

Background Investigations >1%

Crime Analysis >1%

Bomb Disposal Services 3%

Crime Scene Specialists 13%

Crimes Against Persons 35%

Other Investigations 22%

Polygraph Investigations 3%

Meth Lab Investigations >1%

Drug Investigations 13%

Property Crimes 10%

State of Georgia Methamphetamine Container Program

Container Service Areas

| 1 | 2 | 3 | 4 | 5 | 6 |

Methamphetamine Container Locations

January 2015

Crime Lab

Medical Examiners (includes all laboratories)

	November 2016	FY2017 YTD
Autopsies	211	1,076
Consultations	125	690
Total ME Cases Managed	**336**	**1,766**
Clayton County Death Certificates	50	189

Percentage of Cases Released in 90 days: 73.2%

Medical Examiner Activity, FY2017

Consultations 40%

Autopsies 60%
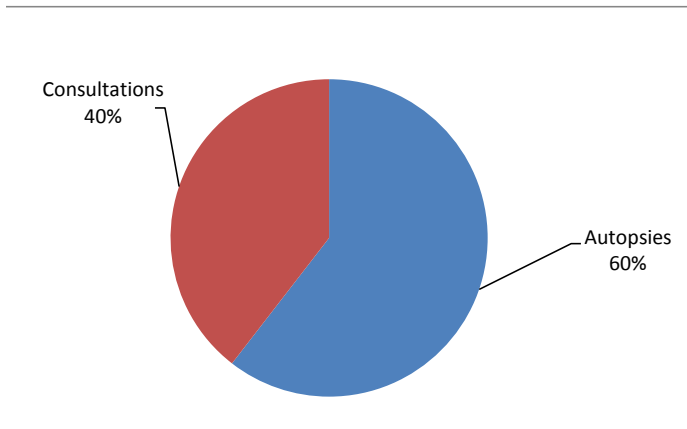
Confirmed CODIS Hits for November 2016

State Offender Hits	66
State Forensic Hits	10
National Offender Hits	15
National Forensic Hits	4
Total	95

Samples entered into CODIS for November 2016 – 952

Profiles in CODIS

Forensic Casework Profiles	19,950
Convicted Offender Profiles	314,724
Missing Person/Unidentified Human Remain Profiles	6
Staff/QC File	425
Total	335,105

Laboratory Production

Report Turnaround for November 2016

	# Released in 45 Days	Total Released	% Released in 45 Days
Laboratory			
Headquarters - Atlanta	1,742	3,339	52%
Central Regional - Macon	85	223	38%
Coastal Regional - Savannah	38	416	9%
Eastern Regional - Augusta	258	380	68%
Northeastern Regional	878	963	91%
Southwestern Regional - Moultrie	58	141	41%
Western Regional - Columbus	53	128	41%
System-wide Totals	**3,112**	**5,590**	**56%**

Note: 80.4% Casework Reports were released within 90 days.

Report Turnaround for Year-to-Date, FY2017

	# Released in 45 Days	Total Released	% Released in 45 Days
Laboratory			
Headquarters - Atlanta	10,841	17,548	62%
Central Regional - Macon	607	1,263	48%
Coastal Regional - Savannah	163	1,815	9%
Eastern Regional - Augusta	1,419	2,059	69%
Northeastern Regional	5,453	5,882	93%
Southwestern Regional - Moultrie	383	983	39%
Western Regional - Columbus	397	857	46%
System-wide Totals	**19,263**	**30,407**	**63%**

Crime Lab Reports Processed for November 2016

Department	Requested	Total Released
Chemistry (includes Drug ID)	2,360	1,656
Firearms	203	283
Forensic Biology	1,739	1,596
Impressions	1	3
Latent Prints	167	153
Medical Examiners	448	389
Operations Support	8	7
Toxicology	2,148	1,772
Trace Evidence	92	120
Total	**7,166**	**5,979**

Crime Lab Reports Processed FY2017

Department	Requested	Total Released
Chemistry (includes Drug ID)	12,912	8,856
Firearms	1,510	932
Forensic Biology	9,793	9,114
Impressions	16	8
Latent Prints	1,076	607
Medical Examiners	2,268	2,184
Operations Support	34	33
Toxicology	10,973	10,237
Trace Evidence	655	620
Total	**39,237**	**32,591**

Georgia Crime Information Center

November 2016

NCIC SERVICES

CJIS Network Statistics

System Uptime: 100%
Messages Processed: 68,926,786

CJIS Operations

1. **Sex Offender Registry**

	Month	FY2017	Database Totals
Records Added	148	823	28,992

2. **Protection Order Registry**

	Month	FY2017	Database Totals
Records Added	2,031	11,206	337,059

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	1	0	36
Users	1	0	74

4. **Off-Line Search Requests**

Type of Request	Month	FY2017
Administrative (Criminal Justice Agency)	14	137
Open Records	1	6
Subpoena	0	0
Media	0	0
Possible CJIS Security Violations	4	16

CJIS Audits

GCIC conducted 35 CJIS Audits

INFORMATION SERVICES

Criminal History Identification Services

1. Criminal Fingerprint Transactions Received

	Monthly	FY2017
Submissions	36,327	196,734
Submissions w/Palms	16,566	87,565
Submissions w/Photos	11,362	60,255

Transactions processed within 2 hours of receipt: 93%

2. Applicant Fingerprint Transaction Received

	Monthly	FY2017
Submissions	39,322	210,892

Transactions processed within 24 hours of receipt: 99%

3. Final Disposition Transactions Received

	Monthly	FY2017
Local Agency	57,827	312,974
GCIC	2,975	26,850
TOTAL	60,802	339,824

4. RAPID Identification Transactions

	Monthly	FY2017
Submissions	14,277	69,509
AFIS Hits	46%	46%
NCIC Hits	40%	41%
FBI RISC Hits	2%	2%

5. Non-Criminal Justice (NCJ) Audits, Visits and Trainings

Audits

	Monthly	FY2017
In Compliance	0	0
Out of Compliance	0	2
Advisement Memos	0	0
TOTAL	0	2

Non-Criminal Justice Audits
Fiscal Year 2017
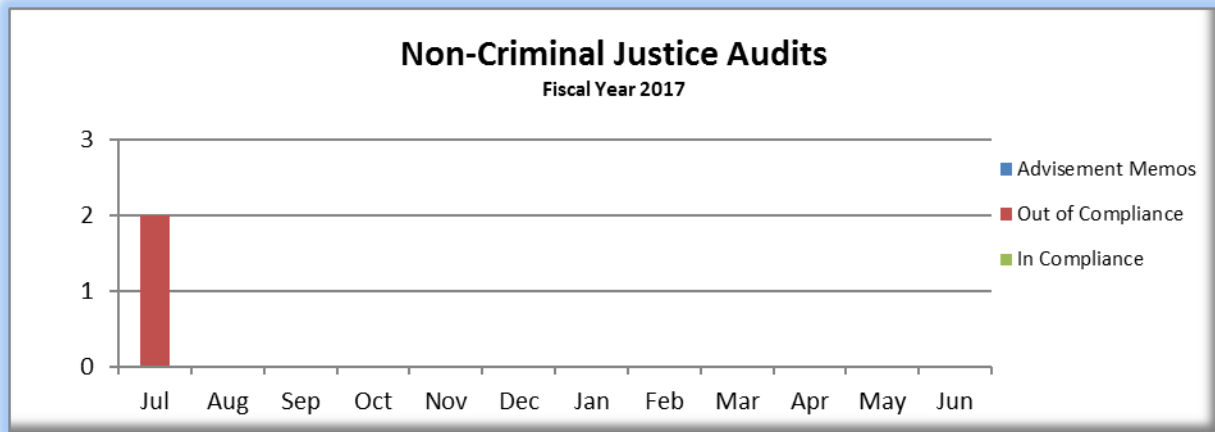
Visits & Trainings

	Monthly	FY2017
Agency Visits	0	38
Trainings	1	6
Attendees	118	166
TOTAL	1	44

Non-Criminal Justice Agency Visits & Trainings
Fiscal Year 2017
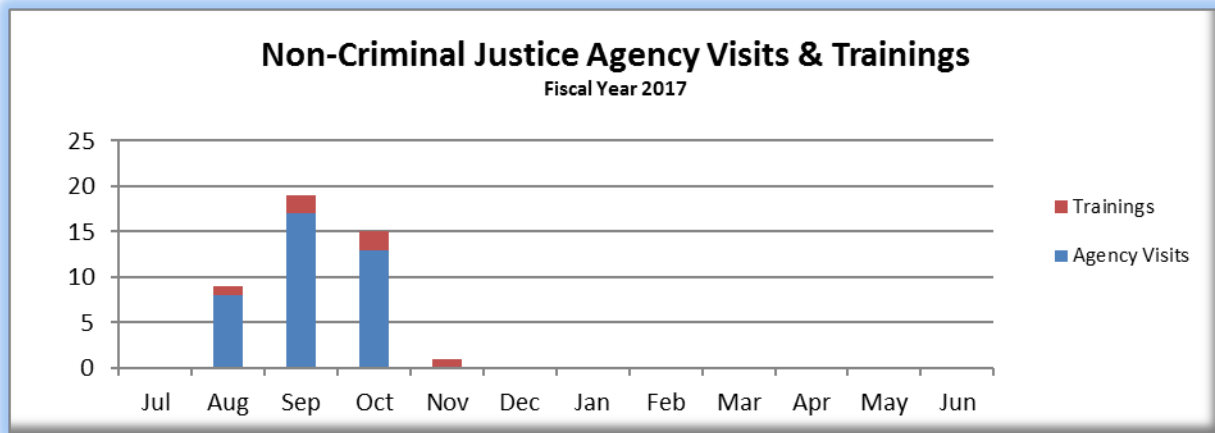
6. Disposition Recovery Project

	Monthly	Project to Date
Completed	907	60,044
Research Counties	1	1

Disposition Recovery Overview

Processed by GCIC	61,413
Submitted by Vendor	65,998
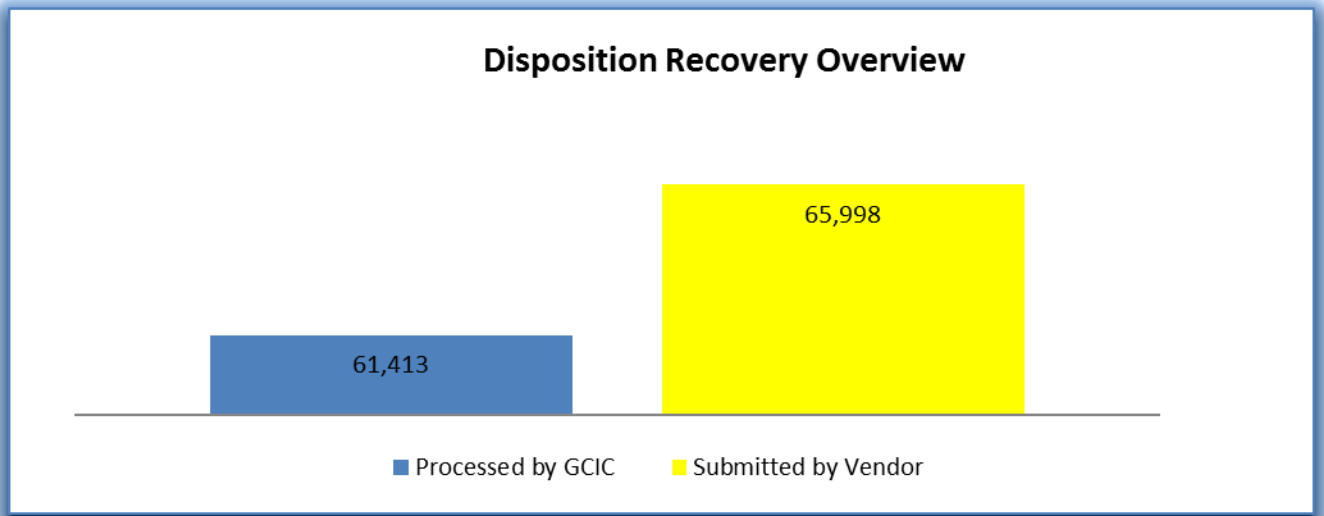
These are the number of dispositions added for serious and violent felony arrests for the project to date.

Serious/Violent Felonies

Category	Count
Statutory Rape	286
Rape	439
Murder	773
Kidnapping	461
Other	32
Enticing a Child	136
Cruelty to Children	1,705
Armed Robbery	3,218
Aggravated/Sodomy	78
Aggravated Sexual Battery	80
Aggravated/Child Molestation	573
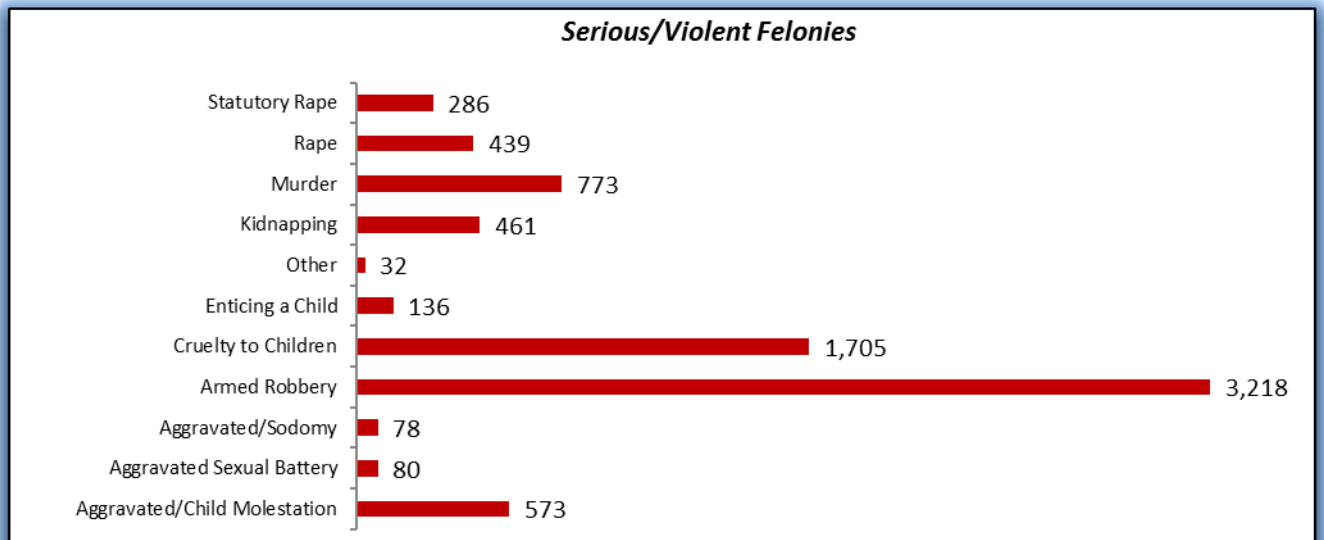
PLANS AND PROGRAM DEVELOPMENT

AFIS ENHANCEMENTS

Project Description - There are several enhancements associated with the AFIS including Accounts Receivable, reports, interfaces with other GBI systems and folders in the IntegraID Document Management.

Monthly Update - The AFIS vendor provided an updated SOW for review of SORT integrations.

COMPUTERIZED CRIMINAL HISTORY (CCH) ENHANCEMENTS

Project Description - There are several enhancements associated with the CCH including changes required to meet First Offender Act (FOA) legislation, updates to reports and modifications that will enhance the efficiency internal users.

Monthly Update - The CCH vendor provided options for the subscription email enhancements and the team received a sign-off of approval. The CCH vendor has begun work on the enhancements.

INFORMATION SERVICES CRIMINAL HISTORY APPLICATION REDESIGN PROJECT

Project Description - The Information Services Manager requested a redesign of the web application used by Information Services staff to log and track activities of actions performed to criminal history information as well as services performed for the public. The application must allow them to track monies, print certificates and provide a reporting function.

Monthly Update - The programmer continues to work on the coding to meet the scheduled completion date of September 2017.

CHILD FATALITY SYSTEM REVIEW PROJECT

Project Description - The Child Fatality Review (CFR) unit requested a database tool for capturing Medical Examiners (ME) data for child related deaths in the State of Georgia. The CFR unit currently has a tool that's utilized for capturing data however, they are requiring enhancements to improve data entry and reporting.

Monthly Update - The developer received DOFS LIMS system access.

CUSTOMER RELATIONSHIP MANAGEMENT (CRM) APPLICATION PROJECT

Project Description - The Customer Relationship Management (CRM) Application Project will provide a single source of historical interaction with GCIC external customers. The application will allow GCIC end users the ability to search, track, and report customer's interactions throughout the GCIC's business units. The application will be cross platform compatible (internet browsers, responsive design for mobile and tablet), requiring login authentication, log history and permission levels for end users, and compliant with GBI's network security policy.

Monthly Update **-** Met with GCIC Network Support unit to complete the development of the ticket request workflows for each type of potential request. A meeting also took place with Microsoft to finalize the contract and discuss the SOW requirements. Follow-up meetings were scheduled with Microsoft to further review the SOW.

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 project remains on hold until a decision is made by the project sponsor.

GBI LEARNING MANAGEMENT SYSTEM (LMS) PROJECT

Project Description - The GCIC plans to replace the existing learning management system (LMS) by obtaining a new web-based LMS software application. The online learning management system will allow interactive exercises to aid in knowledge retention and administration of training information. The LMS training system will manage all learning components, security, enrollment, and course structure for course certification.

Monthly Update - No new activity to report.

GCIC TRAINING SYMPOSIUM

Project Description - The GCIC Training Symposium is designed to offer continuing education with the goal of empowering the criminal justice community with vital knowledge regarding GCIC and federal law enforcement programs.

New to the training symposium this year are classes for the non-criminal justice (NCJ) community. Participants will be provided tools to assist NCJ agencies that receive state and/or federal criminal history record information. Classes offered will cover the NCJ agency responsibility, identity history summary, and agency audit procedures. Information on how to become a Georgia Applicant Processing Service (GAPS) agency and the benefits of GAPS will also be presented.

Monthly Update - The team continues to gather information to develop a 501c3 organization for handling registration fees. A meeting was held with the Plans & Program Development management team to discuss necessary committees and assignments.

GCIC WEB SITES REDESIGN PROJECT

Project Description - The Assistant Deputy Director (ADD) of Plans and Program Development has requested the redesign of the Internal and External Georgia Crime Information Center (GCIC) web sites. The ADD and the Web Master have worked collaboratively on changes to portions of the External GCIC Web Site. A Focus Group will be assembled to review and provide feedback on the redesign of both GCIC web sites.

Monthly Update - The SOW for the landing page from GeorgiaGov Interactive (GTA) was reviewed. Revisions for the GBI Website Change Management Process were reviewed and approved.

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.

Monthly Update - The automatic population of employee compensatory status (Exempt/Non-Exempt) was completed and requirements gathering for the Phase 2 continues. Implementation of new Fair Labor Standards Act (FLSA) rules were not release after a federal court injunction.

NATIONAL INCIDENT-BASED REPORTING SYSTEM (NIBRS) PROJECT

Project Description - The GBI is the state repository for Uniform Crime Reporting (UCR) for the state of Georgia. Georgia currently has a summary based reporting system that provides for the collection of crime and offender data. This system also provides data for special reports on homicides, arsons, juveniles, killed/assaulted law enforcement officers and family violence. The National Incident Based Reporting System (NIBRS) collects data on each single incident and arrest for each offense coming to the attention of law enforcement for which specific facts about each crime is collected. Through NIBRS, legislators, municipal planners/administrators, academicians, penologists, sociologists, and the general public will have access to more detailed and accurate crime information than the current summary-based system.

The goal of the GBI is to have the ability to accept NIBRS data electronically from local law enforcement agencies, forward the data to the FBI and maintain a collective UCR/NIBRS relational database at the state level.

Monthly Update – Due to a successful protest to the initial Notice of Intent to Award (NOIA), the evaluation team met again to review a proposal that was not previously included in the evaluation process and a different vendor was selected. A new NOIA was posted and the award of a contract is scheduled for December.

NLETS GRANT-WEB SERVICE AND TARGETED INTERSTATE PHOTO SHARING (TIPS)

Project Description - Nlets provided grant funding to Unisys to implement the new WS-I compliant Nlets web service putting GBI in the position of using the latest interface technology offered by Nlets. Funding was also provided to implement Nlets Targeted Interstate Photo Sharing (TIPS) for exchanging images with Nlets using Administrative Messages (AM) and Amber Alert (AA) messages.

Monthly Update - The Target Interstate Photo Sharing (TIPS) was migrated to production and the project was successfully closed.

SEX OFFENDER REGISTRY TOOL (SORT) ENHANCEMENT PROJECT

Project Description - The Sex Offender Registry Tool (SORT) is a sex offender management application provided by the U.S. Department of Justice and the Office of Sex Offender Sentencing, Monitoring, Apprehending, Registering, and Tracking (SMART) to assist the states in implementing Sex Offender Registration and Notification Act (SORNA) registry system requirements. SORT, available to the states at no cost, was designed to make the sex offender registry system setup and maintenance process as efficient and effective as possible.

The requested SORT enhancements are needed to bring the program to its full capacity since it was launched in October 2010 and to continue providing the service GBI and the SOR team stands behind.

Phase 1 will consist of enhancements to the Sex Offender Registry Tool, Sex Offender Registry, SORT Reports, and Avoiding GSOR Errors. Phase 2 will consist of establishing a web service between SORT and NEC's image archive system to update the SORT documentation tab.

Monthly Update - Phase 1 business requirements testing continues. Communication ports were opened and successfully tested. Phase 2 activities, except implementation of CorrectAddress functionality, has been delayed until January 2017. The CorrectAddress application has been installed in the development environment.

SHAREPOINT CONFIGURATION PROJECT

Project Description - The GCIC is seeking to utilize the recently purchased State of Georgia Microsoft SharePoint license. The SharePoint license is included in the MS software bundle but additional customized configuration maybe required. The SharePoint tool will be used as an internal web portal for organizing and sharing information as an employee collaborative tool for internal communication. The portal will also include an Intranet application for each of the three GBI divisions that would allow content management, document repository and information sharing of announcements, news and department information.

Monthly Update - Work has started on the GCIC SharePoint intranet website. After completion of the GCIC site, the team will present to other GBI Divisions.

APPLICATION DEVELOPMENT-Protective Order Registry

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. In support of the required changes, GCIC is creating a development environment for the new POR for application programmers/developers and end-users. The development environment will utilize Microsoft's Hype-V virtualization to duplicate the current production environment.

Monthly Update **-** The project team is working to revise the project schedule and determine a new cutover date. The developer continues to test and work with the networking team on.

CUSTOMER SUPPORT-Training

Project Description - The Customer Support Training group provides training in the area of GCIC programs, GCIC applications, GCIC/FBI compliance and other supported law enforcement training to both criminal and non-criminal justice agencies, municipal, magistrate and probate courts across the State of Georgia. The group extends the option to receive classroom training or training within an e-Learning environment (also known as Computer Based Training - CBT) as both self-paced or via webinars.

Monthly Update **-** The training team completed 54 customer visits and delivered 19 classroom training sessions in the areas of: CCH Record Restriction, Pre-Assessment, post-Audit assistance, GCIC Overview, TAC/TAC Refresher, Municipal Court Clerk Training and UCR. A total of 142 individuals received training. The GBI online Learning Management System contains several videos and online classroom training available to agencies and vendors of law enforcement agencies. The following training videos were completed for the month: Child Sex Trafficking: A Training Series for Frontline Officers (31 students completed), eLearning DPH THC Oil Registry (25 completions), Focus on Criminal Justice and the Elderly (21 completions), Privacy, Civil Rights, and Civil Liberties (23 completions), Suspicious Activity Reporting (25 completions), The

Coming Storm (32 completions), The Syrian Conflict (30 completions) and Security Awareness Training (3154 completions).

CUSTOMER SUPPORT-Training Plan

Project Description - The Customer Support Training group is undergoing the development of a more comprehensive training plan to include enhancements within both the classroom and online training environment. This project will include an onboarding training plan for new trainers, detailed training sessions for current staff, development of a Terminal Agency Coordinator (TAC) guide, enhancements to the existing training presentations, additional training courses and modules within the eLearning environment and a well define training policy and approach for in-person instructor led training.

Monthly Update - Train-the-Trainer content is being developed to extract more targeted, meaningful data that can be used to optimize performance, set goals, encourage active feedback and increase the overall effectiveness and efficiency of the team. Documents include an Instructor Evaluation Form used for providing guidance and feedback prior to leading or instructing a course and an Instructor Course Clearance Form to be completed by the trainer after observing a course taught by a lead instructor. Train-the-Trainer documents are also under development to assist with the disposition recovery efforts throughout the state. Learning Management System (LMS) manuals will be created for training new LMS personnel. Additional corrections are pending for the TAC Training Guide. A Customer Service Representative and Training Session Report was created and is now required for all trainers to complete during/after each agency visit. The information on the report will be used to better assess the agency needs and document the content that was discussed during each visit. The GCIC Network Operator recertification test is under development.

GCIC NETWORK-RSA Advanced Authentication

Project Description - The Federal Bureau of Investigation (FBI) released the Criminal Justice Information Services (CJIS) Security Policy, as approved by the CJIS Advisory Policy Board to provide appropriate controls to protect the full life cycle of Criminal Justice Information (CJI), whether at rest or in transit. The CJIS Security Policy further provides that agencies shall identify information system users and processes acting on behalf of users and authenticate the identities of those users or processes as a prerequisite to allowing access to agency information systems or services. For those agencies that access GCIC/CJIS via the State Portal (SSL/VPN), all AA requirements are satisfied with the successful implementation of Two (2) factor authentication for the SSL VPN connection.

Monthly Update – No new activity to report.