

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



**Presented to the Board of Public Safety
No Meeting Scheduled for July 2016**

**Vernon M. Keenan
Director**

Table of Contents

I.	Staffing and Backlog.....	3 – 4
II.	Administration	
	Office of Privacy & Compliance/Open Records	
	Personnel	
	Staff Services.....	5
III.	Investigative Division.....	6 – 8
IV.	Crime Lab.....	9 – 11
V.	Georgia Crime Information Center.....	12 – 19

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	29	24	24	23	24	24	21	
Vacant Scientist Positions	7	9	8	8	10	6	7	6	7	7	8	
Total Vacant Positions in GCIC	5	5	6	5	5	5	5	3	4	3	2	
Total Vacant Positions in Admin	4	4	4	3	3	4	5	5	5	5	5	
Vacant Sworn Agent Positions	7	7	9	13	8	7	9	9	10	8	8	
Total Vacant Positions In the Investigative Division	12	12	15	20	16	14	16	17	18	17	15	

**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	1,053	1,381	1,855	2,135	2,861	3,882	4,259	
Firearms	794	886	1,144	1,301	1,552	1,581	1,796	1,944	2,057	2,274	2,240	
Forensic Biology	1,281	1,788	1,657	1,890	2,030	2,132	2,246	2,418	2,502	2,706	2,742	
Impressions	0	1	5	3	8	10	12	13	21	29	37	
Latent Prints	2,175	2,168	2,216	2,263	2,331	2,344	2,422	2,570	2,674	2,745	2,905	
Medical Examiners	101	77	94	94	87	87	45	58	70	104	96	
Miscellaneous Services	0	0	0	0	0	0	0	0	0	0	0	
Toxicology	847	742	480	741	741	878	919	713	716	548	554	
Trace Evidence	242	261	267	293	313	329	352	377	422	455	474	
Total	5,971	6,363	6,491	7,417	8,115	8,742	9,647	10,228	11,323	12,743	13,307	

GBI Administration

Office of Privacy & Compliance/Open Records

	<u>May 2016</u>	<u>Total FY2016</u>
Open Records Request	300	3,262
Archives	18	252

Personnel

Employee Totals

May 2016

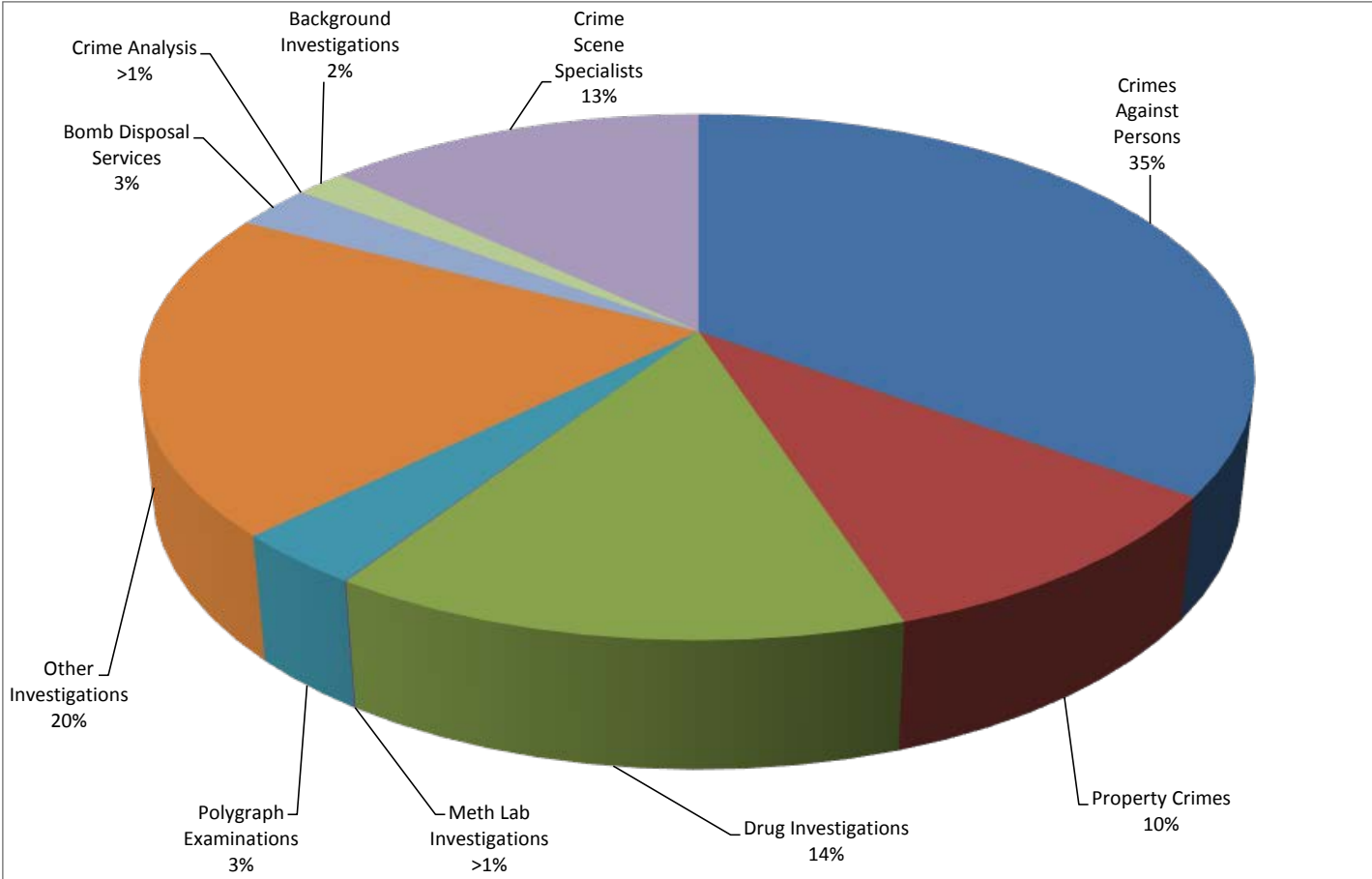
	State Funded Positions	Grant Funded Positions	<i>Total</i>
Investigative Division	326	18	<i>344</i>
Georgia Crime Information Center	42	76	<i>118</i>
Division of Forensic Sciences	285	34	<i>319</i>
Administration	43	1	<i>44</i>
<i>Total</i>	<i>696</i>	<i>129</i>	<i>825</i>

	Total State Funded Positions Vacant	State Funded Vacancies Under Active Recruitment
Investigative Division	15	2
Georgia Crime Information Center	2	2
Division of Forensic Sciences	21	14
Administration	5	4
<i>Total</i>	<i>43</i>	<i>23</i>

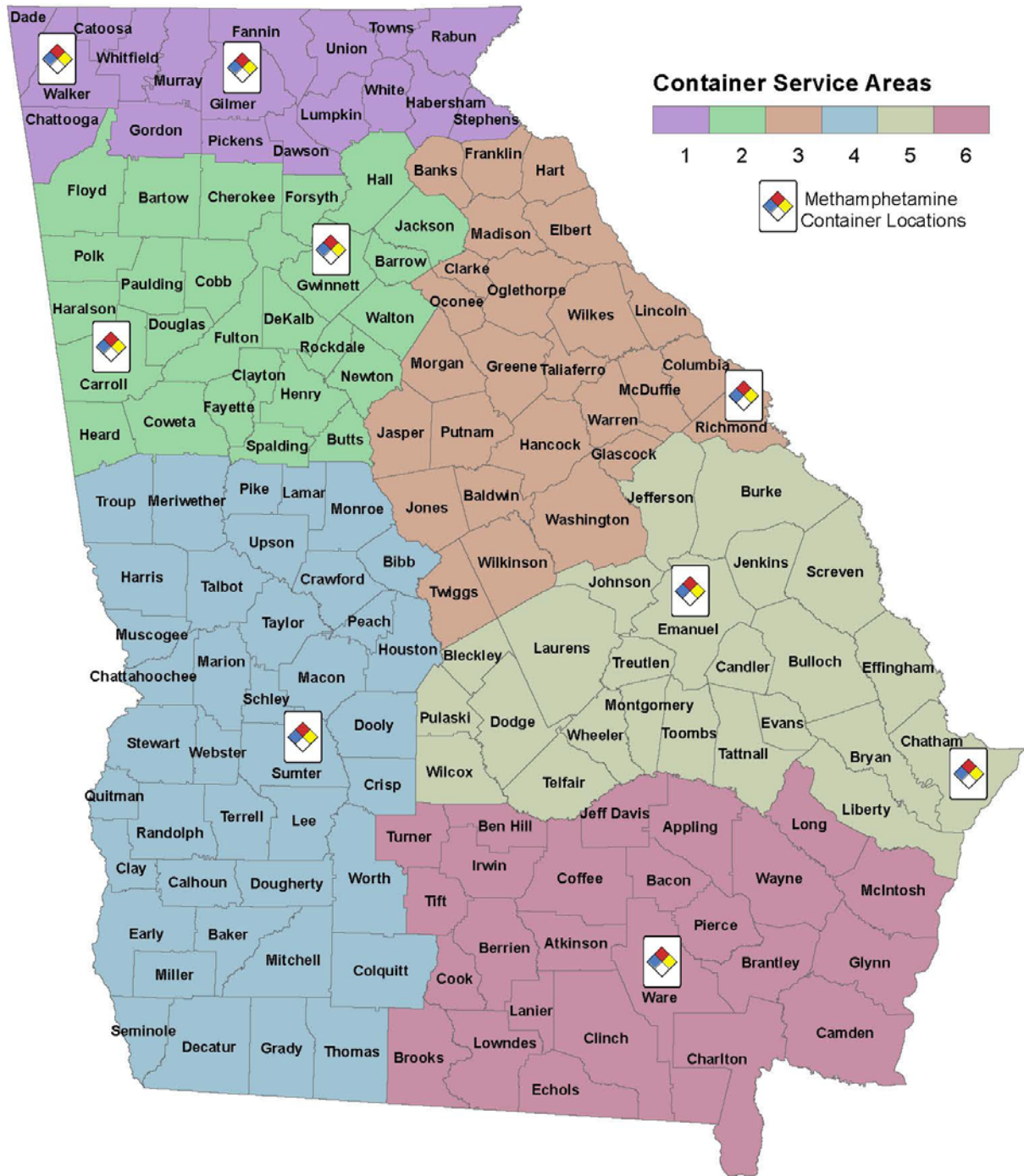
INVESTIGATIVE DIVISION

	May 2016	Fiscal YTD
Total Sworn Employees	252 (filled-includes grant)	
Total Investigative Hours Expended	29,054.75	288,254.50
Crimes Against Persons, includes	10,756.25	101,048.75
Death Investigations	5,772.00	51,070.00
Child Abuse	3,178.25	27,888.75
Sex Crimes	474.50	5,955.00
Missing Persons	123.00	682.00
Assault, Kidnapping, Robbery, Terrorist Acts, Fugitive, Human Trafficking, etc.	1,208.50	15,453.00
Property Crimes, including Theft, Burglary, Forgery	2,592.50	28,760.00
Drug Investigations	3,659.00	40,430.00
Meth Lab Investigations	28.00	154.00
Polygraph Examinations	950.00	9,724.00
Background Investigations	344.00	4,993.00
Other Investigations, including Preliminary Investigations	6,266.00	58,131.75
Bomb Disposal Services	831.00	7,777.00
Crime Analysis	6.00	55.00
Crime Scene Specialists	3,622.00	37,181.00
All figures above represent Investigative Hours		
Total Seizures	\$2,174,005.00	\$32,473,271.63

Investigative Hours Expended YTD FY2016



State of Georgia Methamphetamine Container Program



January 2015

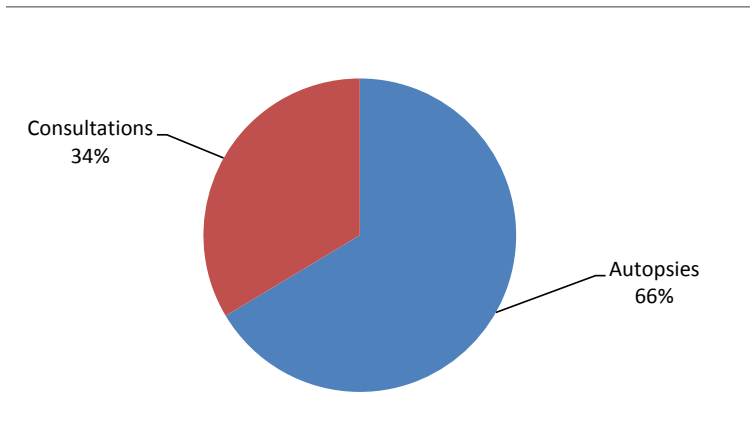
Crime Lab

Medical Examiners (includes all laboratories)

	May 2016	FY2016 YTD
Autopsies	254	3,037
Consultations	127	1,578
Total ME Cases Managed	381	4,615
 Clayton County Death Certificates	 35	 422

Percentage of Cases Released in 90 days: 75.1%

Medical Examiner Activity, FY2016



Confirmed CODIS Hits for May 2016

State Offender Hits	78
State Forensic Hits	14
National Offender Hits	20
National Forensic Hits	2
Total	114

Samples entered into CODIS for May 2016 – 1,782

Profiles in CODIS

Forensic Casework Profiles	18,822
Convicted Offender Profiles	309,158
Missing Person/Unidentified Human Remain Profiles	5
Staff/QC File	423
Total	328,408

Laboratory Production

Report Turnaround for May 2016

	# Released in 45 Days	Total Released	% Released in 45 Days
Laboratory			
Headquarters - Atlanta	2,465	4,267	58%
Central Regional - Macon	175	315	56%
Coastal Regional - Savannah	51	415	12%
Eastern Regional - Augusta	331	396	84%
Northeastern Regional	1,512	1,698	89%
Southwestern Regional - Moultrie	43	240	18%
Western Regional - Columbus	55	184	30%
System-wide Totals	4,632	7,515	62%

Note: 89.4% 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	32,803	45,805	72%
Central Regional - Macon	3,186	3,986	80%
Coastal Regional - Savannah	1,215	4,000	30%
Eastern Regional - Augusta	3,368	5,371	63%
Northeastern Regional	13,559	14,729	92%
Southwestern Regional - Moultrie	1,292	3,028	43%
Western Regional - Columbus	1,093	2,065	53%
System-wide Totals	56,516	78,984	72%

Crime Lab Reports Processed for May 2016

Department	Requested	Total Released
Chemistry (includes Drug ID)	3,106	2,395
Firearms	392	313
Forensic Biology	1,982	2,344
Impressions	0	1
Latent Prints	167	43
Medical Examiners	416	493
Toxicology	2,332	2,303
Trace Evidence	131	116
Total	8,526	8,008

Crime Lab Reports Processed FY2016

Department	Requested	Total Released
Chemistry (includes Drug ID)	30,837	26,054
Firearms	4,756	2,970
Forensic Biology	22,142	20,897
Impressions	74	34
Latent Prints	2,533	1,727
Medical Examiners	4,780	4,871
Toxicology	25,346	25,859
Trace Evidence	1,689	1,443
Total	92,157	83,855

Georgia Crime Information Center

May 2016

NCIC SERVICES

CJIS Network Statistics

System Uptime: 99%
Messages Processed: 64,514,838

CJIS Operations

1. Sex Offender Registry

	Month	FY2016	Database Totals
Records Added	124	1,749	28,126

2. Protection Order Registry

	Month	FY2016	Database Totals
Records Added	2,124	24,831	323,114

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	30
Users	8	0	54

4. Off-Line Search Requests

Type of Request	Month	FY2016
Administrative (Criminal Justice Agency)	23	198
Open Records	2	12
Subpoena	0	4
Media	1	1
Possible CJIS Security Violations	3	33

CJIS Audits

GCIC conducted 76 CJIS audits.

INFORMATION SERVICES

Criminal History Identification Services

1. Criminal Fingerprint Transactions Received

	Monthly	FY2016
Submissions	42,129	454,450
Submissions w/Palms	19,617	191,707
Submissions w/Photos	12,986	132,959

Transactions processed within 2 hours of receipt: 93%

2. Applicant Fingerprint Transactions Received

	Monthly	FY2016
Submissions	35,032	452,928

Transactions processed within 24 hours of receipt: 99%

3. Final Disposition Transactions Received

	Monthly	FY2016
Local Agency	61,651	654,023
GCIC	9,939	71,307
TOTAL	71,590	725,330

4. RAPID Identification Transactions

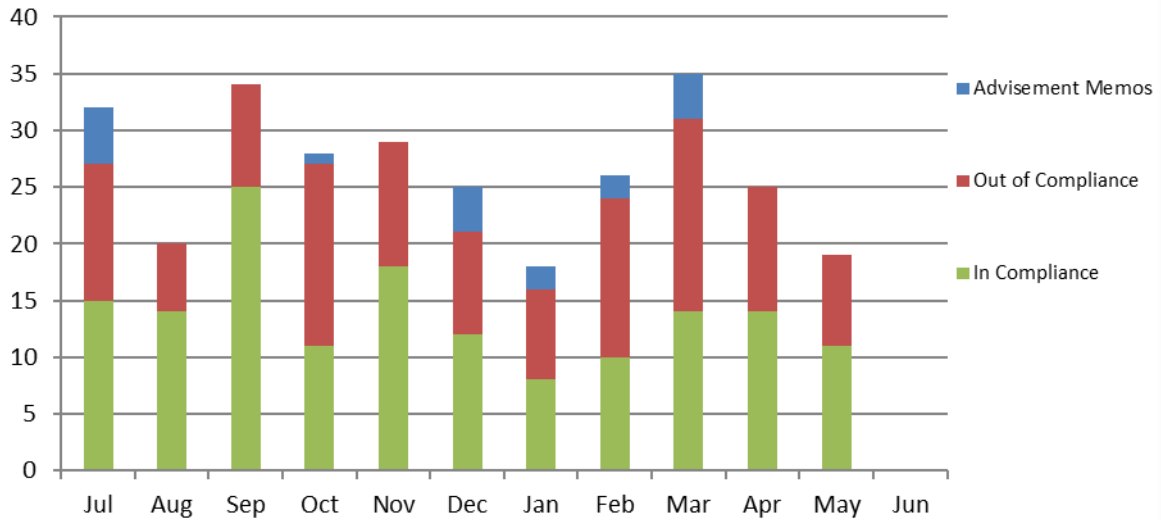
	Monthly	FY2016
Submissions	14,879	180,918
AFIS Hits	38%	43%
NCIC Hits	42%	40%
FBI RISC Hits	1%	1%

5. Non-Criminal Justice (NCJ) Audits

	Monthly	FY2016
In Compliance	11	152
Out of Compliance	8	121
Advisement Memos	0	18
Total Audits	19	273

Non-Criminal Justice Audits

Fiscal Year 2016



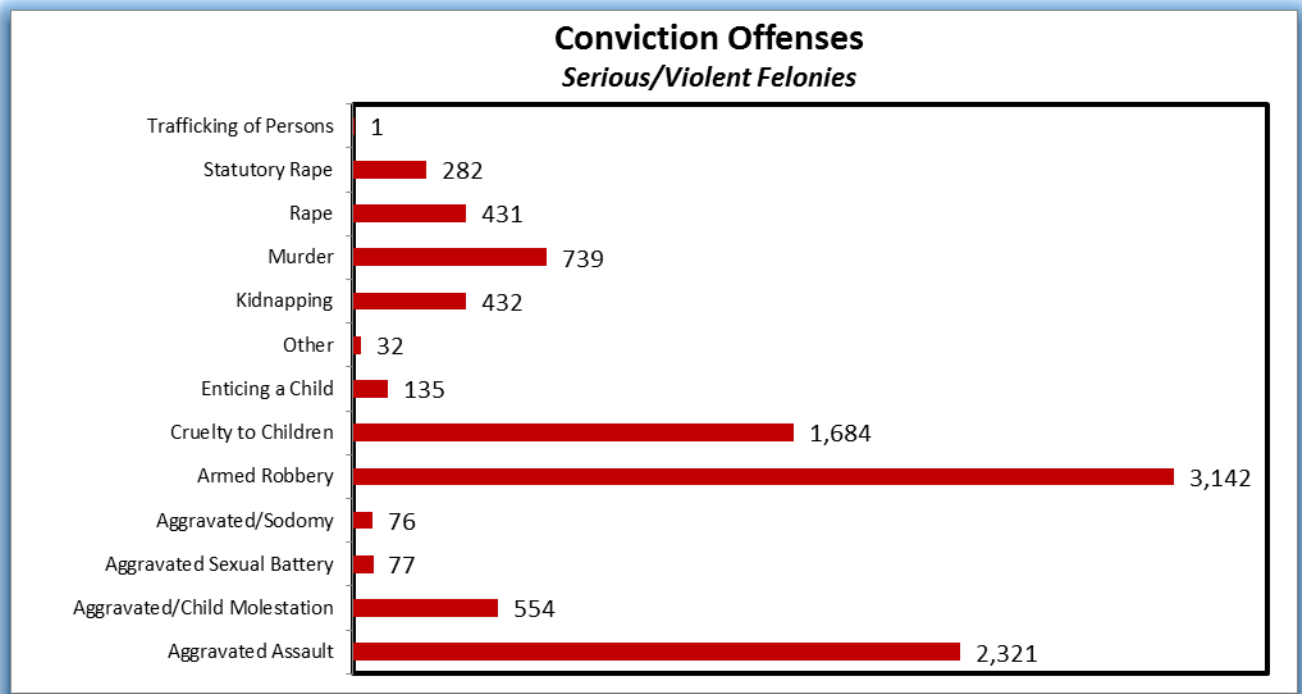
6. Disposition Recovery Project

	Monthly	FY2016
Provided to Vendors		877,633
Completed	4,517	51,000
Research Counties	1	1

Dispositions Overview

Open Arrests Provided: 877,633





PLANS AND 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.

Monthly Update - A Livescan vendor report was completed from the AFIS system and the results showed that 25 agencies are still sending EBTS v9.0 transactions instead of EBTS v10.0. GCIC will complete follow-up with the agencies.

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 project team modified the coroner's questionnaire and condensed the number of questions to improve communication and compliance when collecting information.

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 - GBI received 6 vendor proposals and the project team is preparing to review and evaluate the submissions.

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 - The application was placed into production and the work flow processes were approved. The project completion documentation is pending.

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 sponsor is reviewing the requirements.

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 web change request form was published on the GBI intranet. Web site development is on-going.

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 Project Sponsor plans to launch the new system in mid-June. Post pilot#2 changes and system testing are complete. A few coding changes continue and final testing is scheduled for 5/23/16 through 6/5/16. Two change requests were created and approved.

INDEPENDENT SECURITY ASSESSMENTS FOR CRITICAL SYSTEMS PROJECT

Project Description - The Georgia Technology Authority (GTA) and the GCIC are working to create Criminal Justice Information Systems (CJIS) Minimum Acceptable Risk Security and Privacy Controls. The GCIC will complete several application and system assessments to determine the compliance level of each. A detailed security assessment report, gap analysis report, Plan of Action, Milestones and a remediation plan (POA&M) to address all deficiencies identified will be developed for each GCIC system.

Monthly Update - The Statement of Need (SON) final draft was completed and submitted to GTA for procurement. The Project Charter was signed by the GBI Project Sponsor, GBI Project Manager and GTA Project Manager.

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 - The project team completed the system requirements and the document is being formatted for the Request for Proposal (RFP).

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 - A service ticket was created requesting open ports for the development server to the LEMS/JX test environment. Additional tickets were also created to request login access to the POR web servers and firewall changes for the new equipment.

SHAREPOINT CONFIGURATION PROJECT

Project Description - 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 is 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 - The project team plans to meet with Microsoft to receive assistance and answer questions pertaining to SharePoint.

GCIC TRAINING SYMPOSIUM

Project Description - The 2016 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 project team discussed updates to each committee task assignments.

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 - On-going training and customer support is continually provided throughout the state to criminal justice agencies. The training team completed 33 customer visits and delivered 9 classroom training sessions in the areas of: TAC Training, CCH, and Compliance/Audit Pre-Assessment Assistance. A total of 177 individuals received training. The team continues to plan for the 2016 Annual GCIC Training Symposium.

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 - The staff modified the FAQ document within the online Learning Management System to better assist users with common questions.

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 - The project team discussed resource allocation for the project and decided to hire additional temporary staff to address the current issues identified with the application compatibility with PulseSecure VPN.

GCIC NETWORK - HELP DESK TICKETING SYSTEM

Project Description - The GCIC Network group is researching several options for a Helpdesk ticketing system.

Monthly Update - The project team is testing the system for more viable options of capturing information and generating automated reports.

GCIC NETWORK - VALIDATION SERVER

Project Description - System used to interface with the Law Enforcement Message Switch (LEMS). Agencies use the application to validate NCIC records submitted to the National Crime Information Center (NCIC).

Monthly Update - The project team racked and wired the web servers for the Validation system, configured the system for web and database servers and purchased the digital certificate for the web server.