

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



**Presented to the Board of Public Safety
May 12, 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 – 9
IV.	Crime Lab.....	10 – 12
V.	Georgia Crime Information Center.....	13 – 21

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

**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			
Firearms	794	886	1,144	1,301	1,552	1,581	1,796	1,944	2,057			
Forensic Biology	1,281	1,788	1,657	1,890	2,030	2,132	2,246	2,418	2,502			
Impressions	0	1	5	3	8	10	12	13	21			
Latent Prints	2,175	2,168	2,216	2,263	2,331	2,344	2,422	2,570	2,674			
Medical Examiners	101	77	94	94	87	87	45	58	70			
Miscellaneous Services	0	0	0	0	0	0	0	0	0			
Toxicology	847	742	480	741	741	878	919	713	716			
Trace Evidence	242	261	267	293	313	329	352	377	422			
Total	5,971	6,363	6,491	7,417	8,115	8,742	9,647	10,228	11,323			

GBI Administration

Office of Privacy & Compliance/Open Records

	<u>March 2016</u>	<u>Total FY2016</u>
Open Records Request	337	2,892
Archives	24	207

Personnel

Employee Totals

March 2016

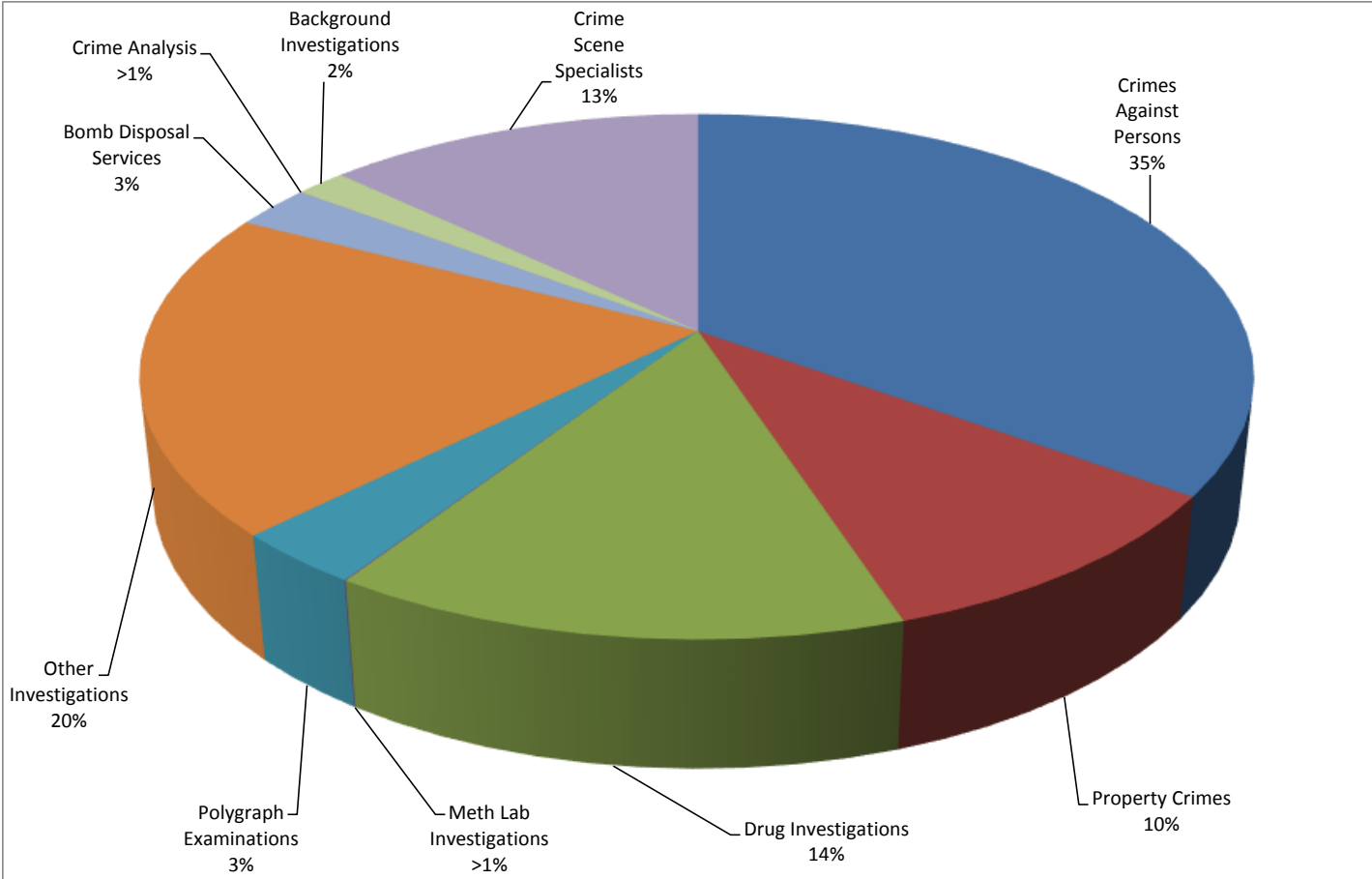
	State Funded Positions	Grant Funded Positions	<i>Total</i>
Investigative Division	326	18	<i>344</i>
Georgia Crime Information Center	40	77	<i>117</i>
Division of Forensic Sciences	285	34	<i>319</i>
Administration	43	1	<i>44</i>
<i>Total</i>	<i>694</i>	<i>130</i>	<i>824</i>

	Total State Funded Positions Vacant	State Funded Vacancies Under Active Recruitment
Investigative Division	18	4
Georgia Crime Information Center	4	4
Division of Forensic Sciences	24	14
Administration	5	4
<i>Total</i>	<i>51</i>	<i>26</i>

INVESTIGATIVE DIVISION

	March 2016	Fiscal YTD
Total Sworn Employees	250 (filled-includes grant)	
Total Investigative Hours Expended	29,263.25	236,955.00
Crimes Against Persons, includes	9,432.50	82,787.00
Death Investigations	3,841.50	41,303.00
Child Abuse	3,075.00	22,959.00
Sex Crimes	958.00	5,101.50
Missing Persons	66.00	504.00
Assault, Kidnapping, Robbery, Terrorist Acts, Fugitive, Human Trafficking, etc.	1,492.00	12,919.50
Property Crimes, including Theft, Burglary, Forgery	2,765.00	23,730.00
Drug Investigations	4,688.00	33,790.00
Meth Lab Investigations	12.00	91.00
Polygraph Examinations	986.00	7,821.00
Background Investigations	1,979.00	4,112.00
Other Investigations, including Preliminary Investigations	4,892.75	47,524.00
Bomb Disposal Services	718.00	6,343.00
Crime Analysis	9.00	41.00
Crime Scene Specialists	3,781.00	30,716.00
All figures above represent Investigative Hours		
Total Seizures	\$5,965,185.14	\$29,245,015.28

Investigative Hours Expended YTD FY2016



Georgia – Authorized Central Storage (ACS) Program

FY16 Quarterly Activity Report

3rd Quarter – January 1 to March 31, 2016

The Georgia Authorized Central Storage (ACS) program completed its third quarter of operation on March 31, 2016.

During the second quarter, **467** pounds of hazardous waste was removed from **17** separate clandestine lab sites. These materials were moved to regional ACS facilities for temporary storage in approved transportation packaging with a total volume of approximately **336** gallons.

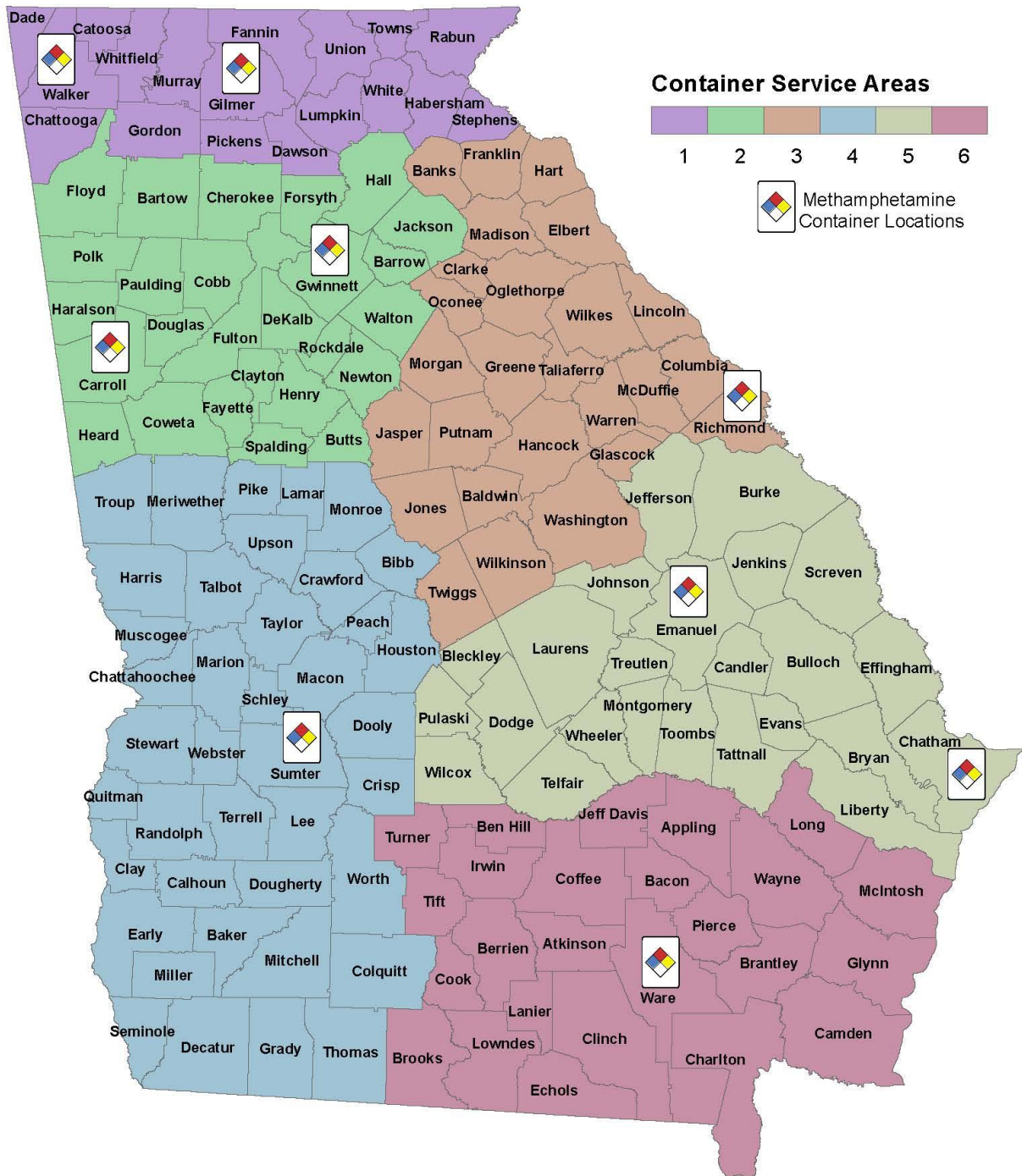
When added with materials seized during the first two quarters, this brings the total for FY16 to **1,153** pounds of hazardous waste with a total packaging volume of approximately **867** gallons.

The ACS facility in Savannah reached the threshold for cleanout during the reporting period. Cleanout was performed by a DEA hazardous waste contractor.

As has been the case during past reporting periods, the program continues to be hindered by an insufficient number of DEA Basic Clandestine Lab Safety course slots available to Georgia personnel. This results in extended periods of time for newly assigned drug enforcement personnel to be trained to handle lab related incidents.

In summary, the program operated as expected during the 3rd quarter of FY 2016. With the exception of the issue outlined above, the program is working well.

State of Georgia Methamphetamine Container Program



January 2015

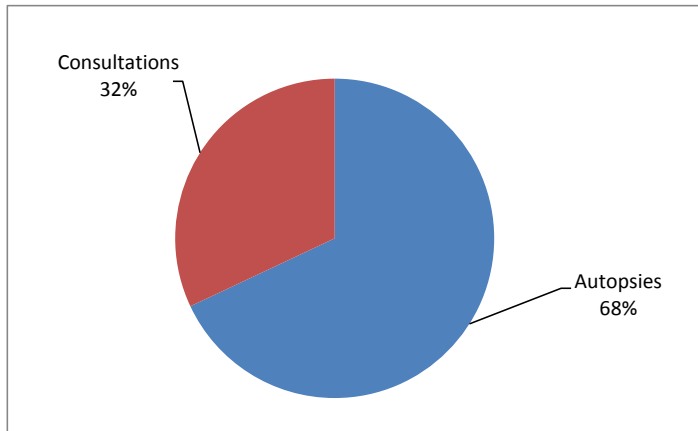
Crime Lab

Medical Examiners (includes all laboratories)

	March 2016	FY2016 YTD
Autopsies	316	2,609
Consultations	165	1,301
Total ME Cases Managed	481	3,910
 Clayton County Death Certificates	 42	 356

Percentage of Cases Released in 90 days: 90.7%

Medical Examiner Activity, FY2016



Confirmed CODIS Hits for March 2016

State Offender Hits	80
State Forensic Hits	11
National Offender Hits	16
National Forensic Hits	<u>1</u>
Total	108

Samples entered into CODIS for March 2016 – 1,005

Profiles in CODIS

Forensic Casework Profiles	18,499
Convicted Offender Profiles	306,300
Missing Person/Unidentified Human Remain Profiles	5
Staff/QC File	<u>415</u>
Total	325,219

Laboratory Production

Report Turnaround for March 2016

	# Released in 45 Days	Total Released	% Released in 45 Days
Laboratory			
Headquarters - Atlanta	2,752	4,277	64%
Central Regional - Macon	263	325	81%
Coastal Regional - Savannah	93	434	21%
Eastern Regional - Augusta	307	494	62%
Northeastern Regional	1,351	1,536	88%
Southwestern Regional - Moultrie	108	345	31%
Western Regional - Columbus	88	239	37%
System-wide Totals	4,962	7,650	65%

Note: 90.1% 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	28,011	37,605	74%
Central Regional - Macon	2,851	3,327	86%
Coastal Regional - Savannah	1,112	3,294	34%
Eastern Regional - Augusta	2,596	4,402	59%
Northeastern Regional	11,091	12,002	92%
Southwestern Regional - Moultrie	1,209	2,561	47%
Western Regional - Columbus	955	1,637	58%
System-wide Totals	47,825	64,828	74%

Crime Lab Reports Processed for March 2016

Department	Requested	Total Released
Chemistry (includes Drug ID)	3,448	2,386
Firearms	496	314
Forensic Biology	2,456	2,259
Impressions	12	2
Latent Prints	262	178
Medical Examiners	481	429
Toxicology	2,581	2,365
Trace Evidence	185	146
Total	9,921	8,079

Crime Lab Reports Processed FY2016

Department	Requested	Total Released
Chemistry (includes Drug ID)	25,158	21,598
Firearms	4,008	2,388
Forensic Biology	18,327	16,971
Impressions	66	31
Latent Prints	2,174	1,578
Medical Examiners	3,902	3,988
Toxicology	20,946	21,053
Trace Evidence	1,443	1,209
Total	76,024	68,816

Georgia Crime Information Center

March 2016

NCIC SERVICES

CJIS Network Statistics

System Uptime: 100%
Messages Processed: 65,545,927

CJIS Operations

1. Sex Offender Registry

	Month	FY2016	Database Totals
Records Added	181	1,483	27,912

2. Protection Order Registry

	Month	FY2016	Database Totals
Records Added	2,160	20,498	318,544

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	1	1	36

4. Off-Line Search Requests

Type of Request	Month	FY2016
Administrative (Criminal Justice Agency)	30	135
Open Records	2	9
Subpoena	0	4
Media	0	0
Possible CJIS Security Violations	1	27

CJIS Audits

GCIC conducted 64 CJIS audits.

INFORMATION SERVICES

Criminal History Identification Services

1. Criminal Fingerprint Transactions Received

	Monthly	FY2016
Submissions	44,051	371,477
Submissions w/Palms	19,259	153,946
Submissions w/Photos	13,303	107,428

Transactions processed within 2 hours of receipt: 94%

2. Applicant Fingerprint Transactions Received

	Monthly	FY2016
Submissions	45,234	382,997

Transactions processed within 24 hours of receipt: 99%

3. Final Disposition Transactions Received

	Monthly	FY2016
Local Agency	70,625	531,599
GCIC	7,704	52,557
TOTAL	78,329	584,156

4. RAPID Identification Transactions

	Monthly	FY2016
Submissions	18,072	149,666
AFIS Hits	45%	43%
NCIC Hits	40%	40%
FBI RISC Hits	1%	1%

5. Non-Criminal Justice (NCJ) Audits

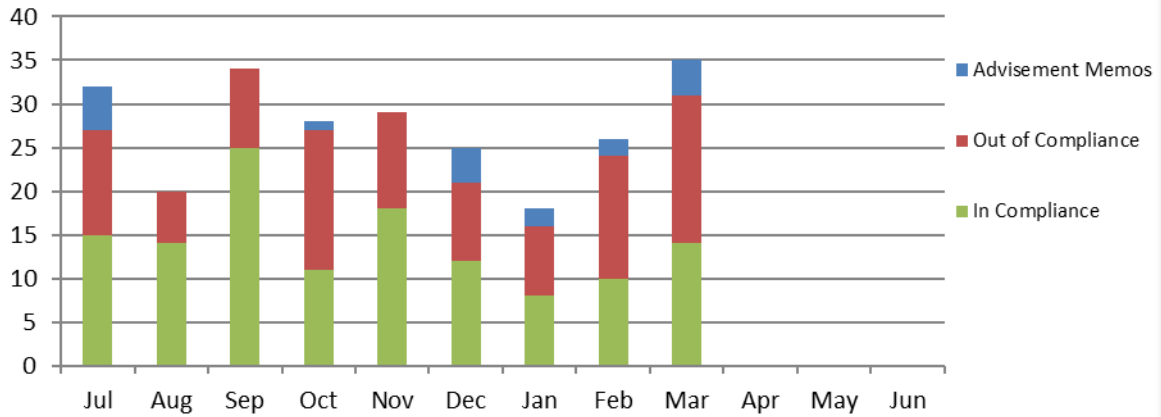
	Monthly	FY2016
In Compliance	14	127
Out of Compliance	17	102
Advisement Memos	4	18
Total Audits	31	229

6. Disposition Recovery Project

	Monthly	FY2016
Provided to Vendors		877,633
Completed	23,094	42,200
Research Counties	1	1

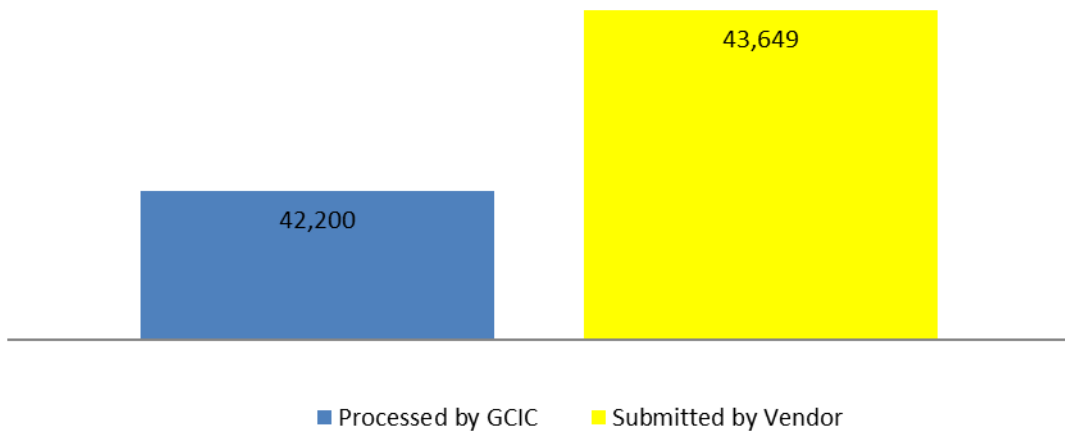
Non-Criminal Justice Audits

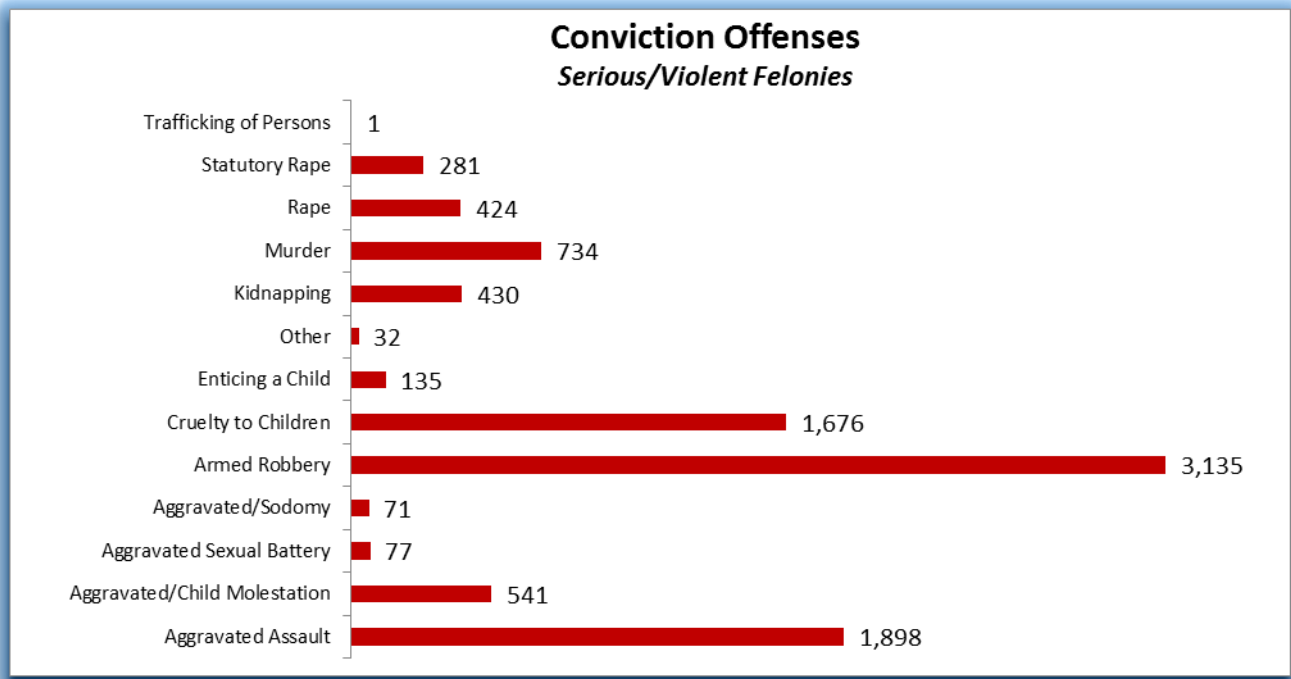
Fiscal Year 2016



Dispositions Overview

Open Arrests Provided: 877,633





PLANS AND PROGRAM DEVELOPMENT

AFIS REPLACEMENT PROJECT

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 - Courtview continues with progress on completing the CCH enhancements. Application testing is scheduled to begin mid-April. Vendor testing and system changes continues to ensure FBI NGI Increment 3-EBTS v10.0 Compliance. This month one vendor successfully implemented EBTS v10 and three agencies remain.

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 reviewed screen configurations from other systems with the CFR system developer. The team continues to develop and format questions for the system.

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 - The project team continues to meet to finalize business requirements and develop technical specifications.

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 - Completed User Acceptance Testing. Finalizing the CJCC work flow process.

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 - Requirements Review and Subject Matter Expert (SME) meetings continue. Change Orders submitted to NEC. DOAS approved a one-year contract extension request with the current vendor.

GEORGIA SECONDARY METAL RECYCLER (SMR) 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 - The project team continues to support the application for the SMR vendor application by reviewing submissions for rule compliance. Based on the analysis 200 submissions were reviewed, 54.5% of registered SMRS are not compliant with the law, 27% are in compliance with the law and rule; 14.5% are not compliant with the law and rule for improperly labeling the images, and 4% are not showing transactions in the system.

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 change request form is being reviewed and is awaiting approval.

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 - Coding completed on Phase 1 tasks and UAT is being conducted. Changes identified from UAT are in the process of being included in a new change request.

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 continues to develop the requirements documentation for the NIBRS database and review NIBRS systems in use and/or developed by other states.

NON-CRIMINAL JUSTICE (NCJ) WEBSITE REDESIGN BLOG PROJECT

Project Description - The Information Services Non-Criminal Justice (NCJ) group requested a NJC blog website to provide information to Non-Criminal Justice Agencies (NCJA). The blog website will be used for on-going communication with NCJA.

Monthly Update - Project officially closed.

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 GBI and vendor personnel worked to connect to the development and production servers. Several issues were identified in the production environment. The project team held a troubleshooting session with GETS and a service ticket was created to resolve the issues.

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 continues to research SharePoint to help with the development of the project scope. The team met with representatives from DOFS and GCIC IT staff to determine how SharePoint can be developed for their divisions.

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 and non-criminal justice agencies. The training team completed 61 customer visits and delivered training in the following areas TAC Refresher, CCH/Record Restriction and Validation training. Additional training was uploaded to the e-learning environment. The team is also planning 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 training unit is developing training documentation such as an Instructor Evaluation Form, CBT training manual, instructor course clearance and classroom training documentation.

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 completed the project documentation for the website login and are upgrading the application digital certificates.

GCIC NETWORK – EZAUDIT

Project Description - Implementation of a software application purchased for Compliance Auditors to scan documents using mobile and portable devices.

Monthly Update - The project team completed the installation of the software and server install and the application is in full production.

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 completed report templates and are currently modifying the ticket system menu.

GCIC NETWORK – VALIDATION SYSTEM

Project Description - Application used by agencies to validate NCIC records submitted to the National Crime Information Center (NCIC).

Monthly Update - The project team is working with vendors to complete the configuration and set-up of the new server. Web servers were ordered, patches were applied and updates to the operating system were performed. A service ticket was created to review filtering of network traffic.

GCIC NETWORK – PORTAL XL DISCONNECTS

Project Description - Resolving a problem with the Portal XL disconnect where clients are being randomly disconnected from the Portal-XL application.

Monthly Update - The project team worked with AT&T on the static IP and receiving packets. The team continues to work with vendors to configure and troubleshoot issues.