

**Georgia Bureau of Investigation
October Monthly Report
FY2017**



**Presented to the Board of Public Safety
December 8, 2016**

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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								
Vacant Scientist Positions	8	8	7	10								
Total Vacant Positions in GCIC	1	1	1	2								
Total Vacant Positions in Admin	4	4	5	5								
Vacant Sworn Agent Positions	24	24	28	21								
Total Vacant Positions In the Investigative Division	31	30	33	28								

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								
Firearms	2,520	2,878	3,031	3,051								
Forensic Biology	3,110	3,191	3,466	3,724								
Impressions	38	40	43	42								
Latent Prints	3,137	3,234	3,309	3,446								
Medical Examiners	120	97	170	165								
Miscellaneous Services	0	0	0	0								
Operations Support	0	0	0	0								
Toxicology	827	506	829	858								
Trace Evidence	466	503	511	520								
Total	16,764	17,624	19,181	20,288								

GBI Administration

Office of Privacy & Compliance/Open Records

	<u>October 2016</u>	<u>Total FY2017</u>
Open Records Request	235	1,192
Archives	24	96

Personnel

Employee Totals

October 2016

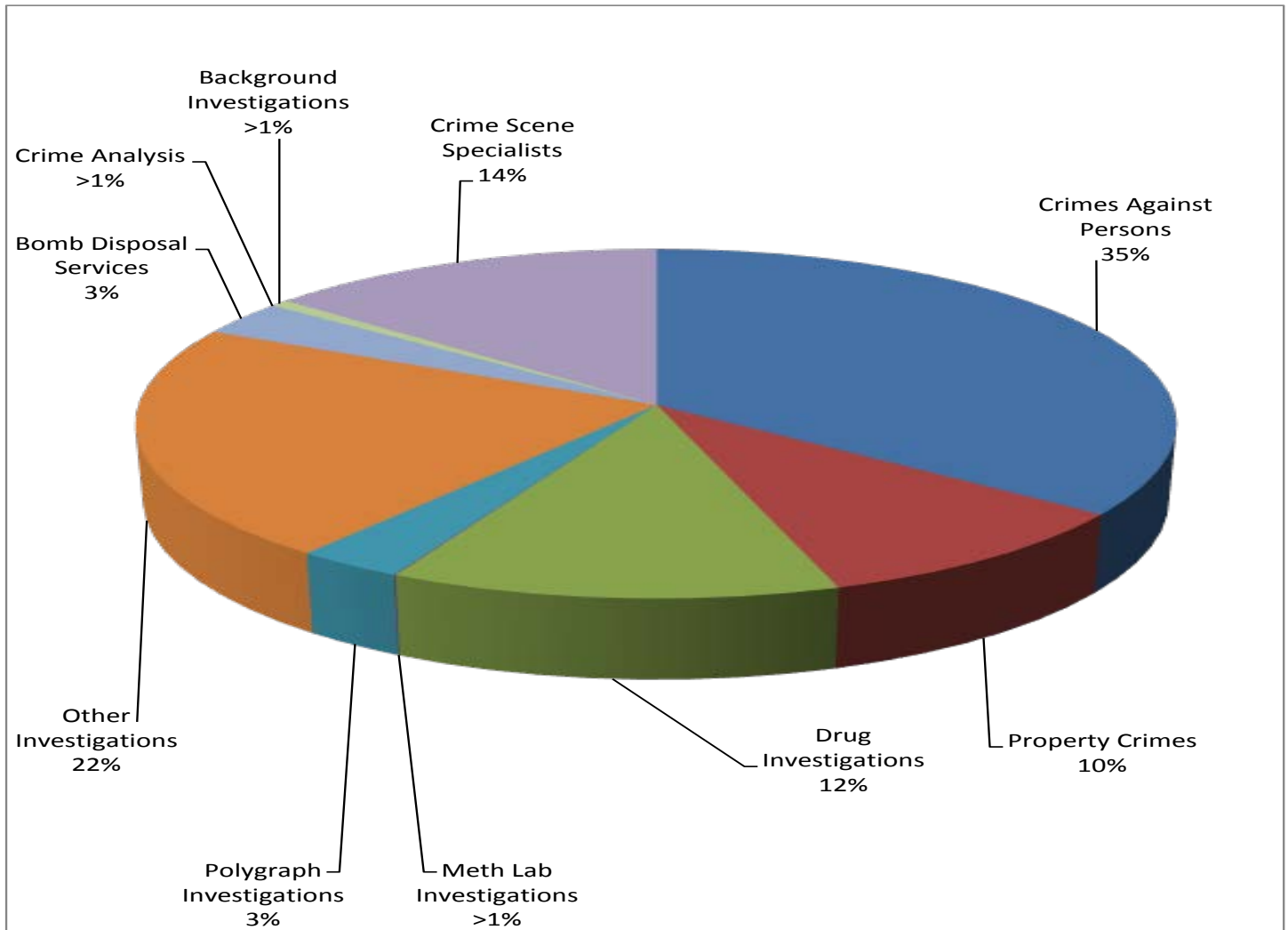
	State Funded Positions	Grant Funded Positions	<i>Total</i>
Investigative Division	351	19	<i>370</i>
Georgia Crime Information Center	42	76	<i>118</i>
Division of Forensic Sciences	292	29	<i>321</i>
Administration	43	1	<i>44</i>
<i>Total</i>	<i>728</i>	<i>125</i>	<i>853</i>

	Total State Funded Positions Vacant	State Funded Vacancies Under Active Recruitment
Investigative Division	28	18
Georgia Crime Information Center	2	1
Division of Forensic Sciences	24	10
Administration	5	4
<i>Total</i>	<i>59</i>	<i>34</i>

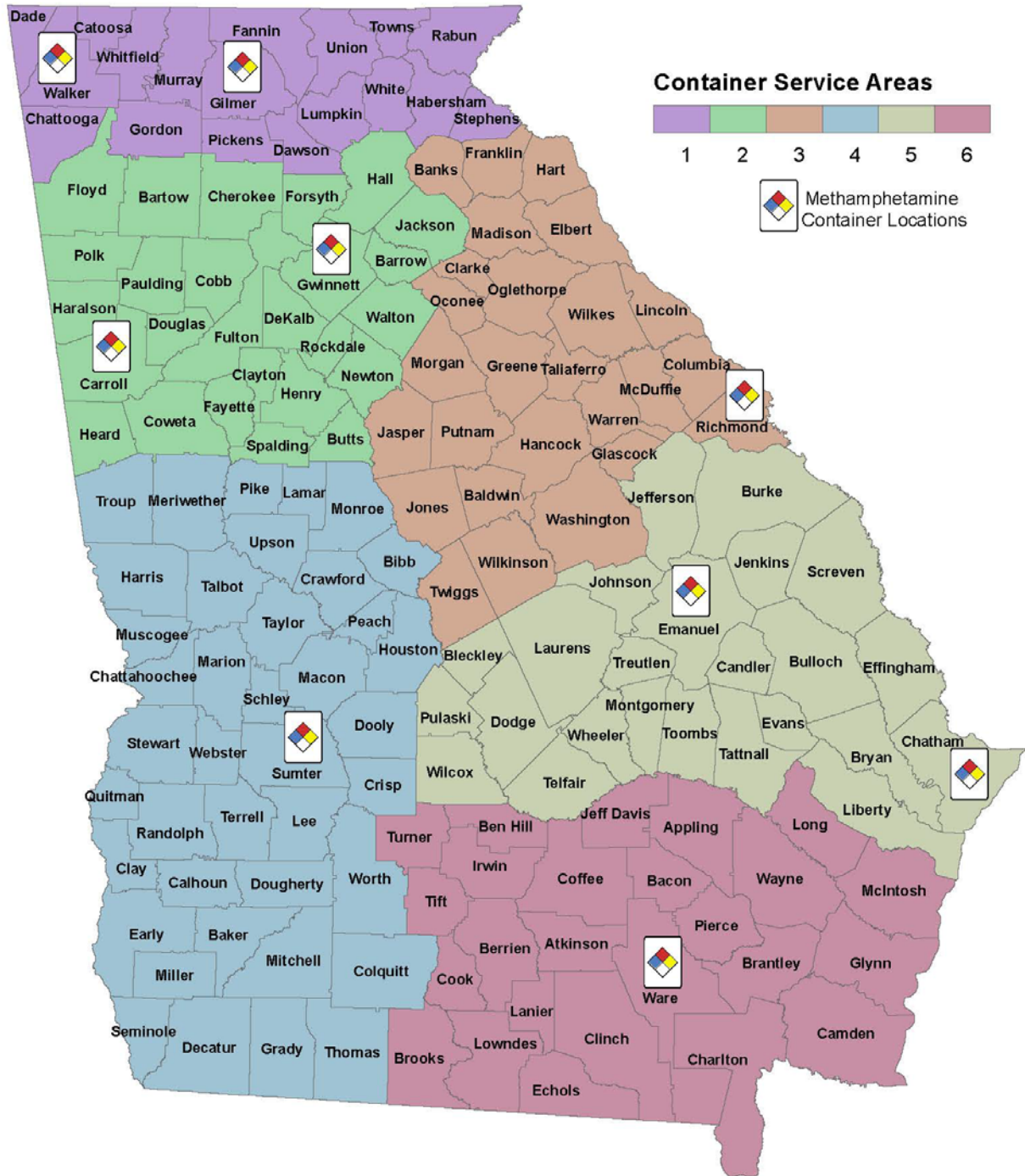
INVESTIGATIVE DIVISION

	October 2016	Fiscal YTD
Total Sworn Employees	262 (filled-includes grant)	
Total Investigative Hours Expended	29,020.50	118,359.06
Crimes Against Persons, includes	9,772.50	41,570.00
Death Investigations	4,543.00	22,125.50
Child Abuse	3,126.00	11,444.00
Sex Crimes	569.00	1,850.50
Missing Persons	313.50	731.00
Assault, Kidnapping, Robbery, Terrorist Acts, Fugitive, Human Trafficking, etc.	1,221.00	5,419.00
Property Crimes, including Theft, Burglary, Forgery	2,721.50	11,584.05
Drug Investigations	3,863.00	14,933.00
Meth Lab Investigations	8.00	64.00
Polygraph Examinations	752.00	3,568.00
Background Investigations	326.00	750.00
Other Investigations, including Preliminary Investigations	6,821.50	25,711.01
Bomb Disposal Services	983.00	3,761.00
Crime Analysis	1.00	13.00
Crime Scene Specialists	3,772.00	16,405.00
All figures above represent Investigative Hours		
Total Seizures	\$1,668,839.00	\$98,974,421.00

Investigative Hours Expended YTD FY2017



State of Georgia Methamphetamine Container Program



January 2015

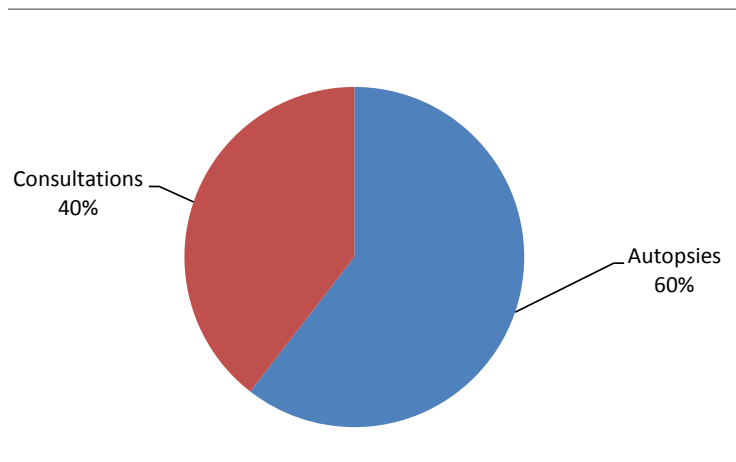
Crime Lab

Medical Examiners (includes all laboratories)

	October 2016	FY2017 YTD
Autopsies	216	865
Consultations	142	565
Total ME Cases Managed	358	1,430
Clayton County Death Certificates	46	139

Percentage of Cases Released in 90 days: 79.3%

Medical Examiner Activity, FY2017



Confirmed CODIS Hits for October 2016

State Offender Hits	49
State Forensic Hits	9
National Offender Hits	14
National Forensic Hits	3
Total	75

Samples entered into CODIS for October 2016 – 793

Profiles in CODIS

Forensic Casework Profiles	19,725
Convicted Offender Profiles	314,002
Missing Person/Unidentified Human Remains Profiles	6
Staff/QC File	425
Total	334,158

Laboratory Production

Report Turnaround for October 2016

	# Released in 45 Days	Total Released	% Released in 45 Days
Laboratory			
Headquarters - Atlanta	1,826	3,243	56%
Central Regional - Macon	153	270	57%
Coastal Regional - Savannah	27	320	8%
Eastern Regional - Augusta	250	391	64%
Northeastern Regional	903	1,083	83%
Southwestern Regional - Moultrie	55	173	32%
Western Regional - Columbus	102	173	59%
System-wide Totals	3,316	5,653	59%

Note: 81.3% 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	9,009	14,209	63%
Central Regional - Macon	522	1,040	50%
Coastal Regional - Savannah	125	1,399	9%
Eastern Regional - Augusta	1,161	1,679	69%
Northeastern Regional	4,575	4,919	93%
Southwestern Regional - Moultrie	325	842	39%
Western Regional - Columbus	344	729	47%
System-wide Totals	16,061	24,817	65%

Crime Lab Reports Processed for October 2016

Department	Requested	Total Released
Chemistry (includes Drug ID)	2,575	1,965
Firearms	237	153
Forensic Biology	1,509	1,436
Impressions	1	1
Latent Prints	231	121
Medical Examiners	461	444
Operations Support	1	5
Toxicology	2,393	1,839
Trace Evidence	134	133
Total	7,542	6,097

Crime Lab Reports Processed FY2017

Department	Requested	Total Released
Chemistry (includes Drug ID)	10,650	7,200
Firearms	1,282	649
Forensic Biology	8,073	7,518
Impressions	15	5
Latent Prints	912	454
Medical Examiners	1,822	1,795
Operations Support	26	26
Toxicology	8,835	8,465
Trace Evidence	570	500
Total	32,185	26,612

Georgia Crime Information Center

October 2016

NCIC SERVICES

CJIS Network Statistics

System Uptime: 100%
Messages Processed: 67,450,467

CJIS Operations

1. Sex Offender Registry

	Month	FY2017	Database Totals
Records Added	156	675	28,868

2. Protection Order Registry

	Month	FY2017	Database Totals
Records Added	2,127	9,175	335,028

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)	53	123
Open Records	1	5
Subpoena	0	0
Media	0	0
Possible CJIS Security Violations	4	12

CJIS Audits

GCIC conducted 47 CJIS Audits

INFORMATION SERVICES

Criminal History Identification Services

1. Criminal Fingerprint Transactions Received

	Monthly	FY2017
Submissions	39,228	160,407
1wSubmissions w/Palms	17,671	70,999
Submissions w/Photos	12,022	48,893

Transactions processed within 2 hours of receipt: 94%

2. Applicant Fingerprint Transaction Received

	Monthly	FY2017
Submissions	38,438	171,577

Transactions processed within 24 hours of receipt: 99%

3. Final Disposition Transactions Received

	Monthly	FY2017
Local Agency	63,901	255,147
GCIC	3,170	23,875
TOTAL	67,071	279,022

4. RAPID Identification Transactions

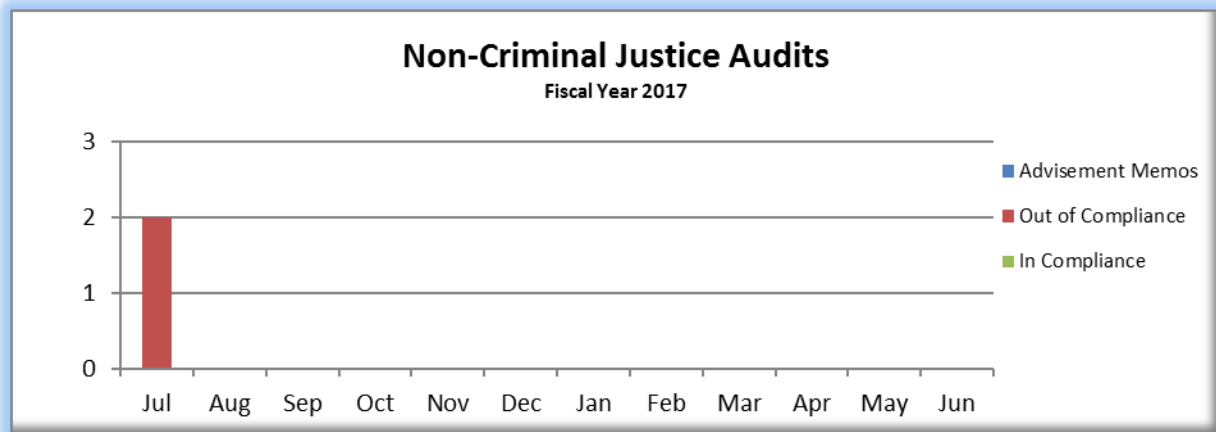
	Monthly	FY2017
Submissions	15,919	55,232
AFIS Hits	49%	46%
NCIC Hits	41%	42%
FBI RISC Hits	2%	2%

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

Auditors will begin new audit cycle in January; currently conducting agency visits and loading database with agency information and schedules for the next 3 years.



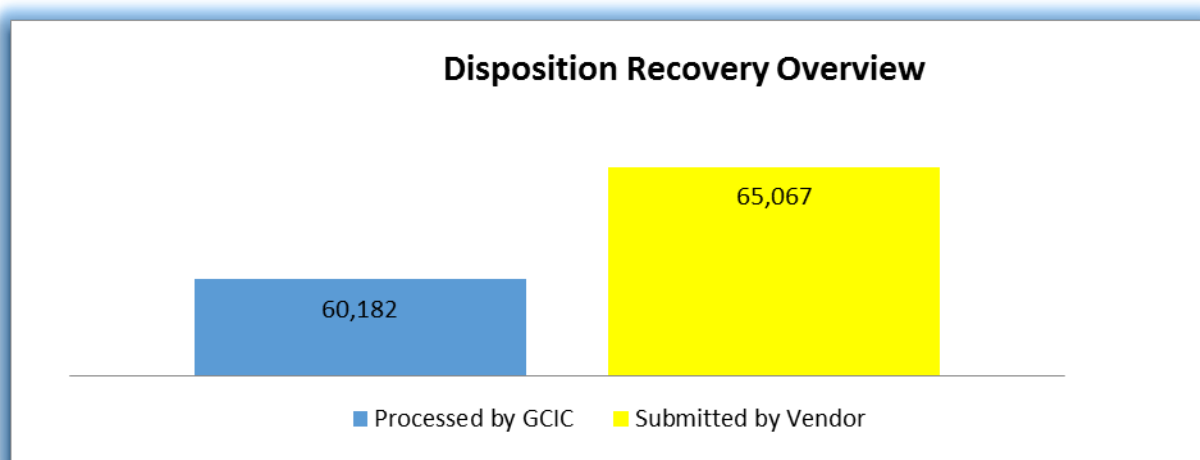
Visits & Trainings

	Monthly	FY2017
Agency Visits	13	38
Trainings	4	9
Attendees	26	48
TOTAL	43	95

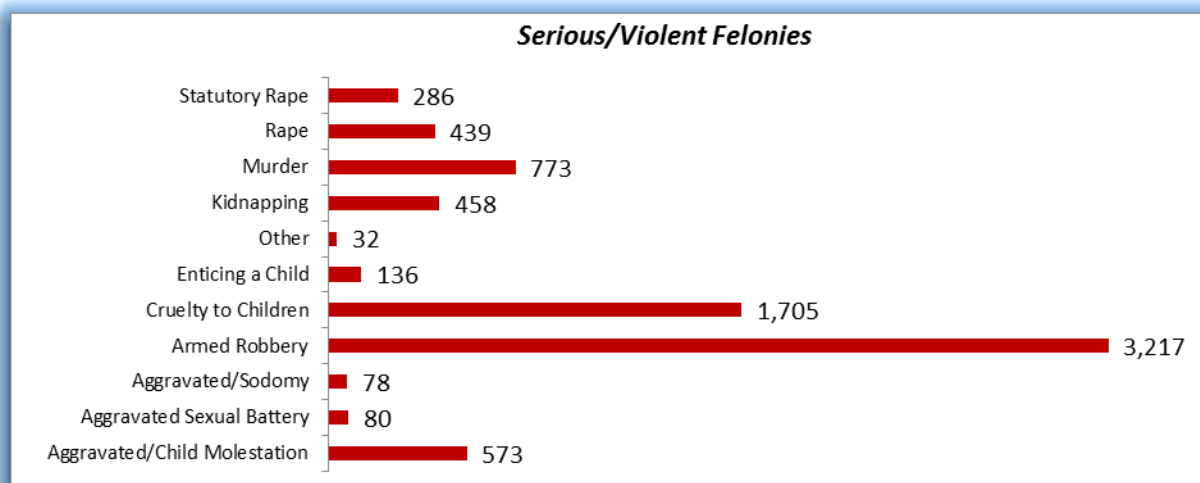


6. Disposition Recovery Project

	Monthly	Project to Date
Completed	1,081	59,137
Research Counties	1	1



These are the number of dispositions added for serious and violent felony arrests for the project to date.



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 - Phase IV of the project is complete. The tasks for the project enhancements were prioritized to match the cost covered under the funds encumbered in FY2016.

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 developer provided the completion date for coding as September 2017. Once coding is complete, testing will begin. The developer also met with stakeholders to gain an understanding of the current data entry of the logs. The project team decided to meet monthly to review the progress of the coding and screenshot development.

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 - DOFS has made the collected child fatality data available in the LMS system for the developer. The developer is unable to access the data and the team is working to resolve connectivity issues.

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 managers met with GBI legal staff to review the contract. The project workflows for the ICDC ticketing feature was developed and a Change Request was initiated to include the Network Support group ticketing feature requirements within the project scope.

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 - The project has 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 2016 Symposium is complete. The team continues to gather information to develop a 501c organization.

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 project stakeholders decided to use a landing page as the “homepage” for the GCIC website accessed from gbi.ga.gov domain. The team is awaiting a Statement of Work from GeorgiaGov Interactive (GTA). The team continues to review the revisions to the GBI Website Change Management Process, documents and GCIC websites.

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 team continues to gather requirements for Phase 2.

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 Evaluation team met and reviewed vendor proposals. DOAS identified an issue with the proposal submission process and the Evaluation Team will meet again in November to review one additional proposal.

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 project team successfully completed the TIPS testing using several messages with images sent and received from Rhode Island State Police. The team is working on a resolution for an issue with multi-destinations.

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 configuration continues. The integration with CorrectAddress functionality, originally scheduled for Phase 2, was fast-tracked to be included in the Phase 1 build and has added 3 or 4 weeks to the project timeline. Communication ports were opened and an issue was identified. Reviewing statement of work submitted to NEC to incorporate requested Image Archive changes for sex offender documents.

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 - The project team is completing research and analysis of the tool. A meeting was held with Microsoft to discuss features included in the software bundle.

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 Hyper-V virtualization to duplicate the current production environment.

Monthly Update - The project team completed the POR database back-up plan, disaster recovery plan and maintenance support plan.

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 40 customer visits and delivered 14 classroom training sessions in the areas of: CCH Record Restriction, new site assessment visit, Probate Court Clerk Training and Record Restriction. A total of 69 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 (28 students completed), eLearning DPH THC Oil Registry (12 completions), Focus on Criminal Justice and the Elderly (25 completions), Privacy, Civil Rights, and Civil Liberties (19 completions), Suspicious Activity Reporting (24 completions), The Coming Storm (25 completions), The Syrian Conflict (20 completions) and Security Awareness Training (2944 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 leading 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 - A contractor was hired to assist the team with the AA application.

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 continued to resolve helpdesk requests, surplus computer equipment, destroy hard drives and continue to modify form fields for inputting ticket information.

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 continued to work with the vendor to complete the configuration for the server.