

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



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

**Vernon M. Keenan
Director**

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Vacant State Positions FY2016

	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Total Vacant Positions in DOFS	27	30	26	28	29	24	24	23	24	24		
Vacant Scientist Positions	7	9	8	8	10	6	7	6	7	7		
Total Vacant Positions in GCIC	5	5	6	5	5	5	5	3	4	3		
Total Vacant Positions in Admin	4	4	4	3	3	4	5	5	5	5		
Vacant Sworn Agent Positions	7	7	9	13	8	7	9	9	10	8		
Total Vacant Positions In the Investigative Division	12	12	15	20	16	14	16	17	18	17		

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

GBI Administration

Office of Privacy & Compliance/Open Records

	<u>April 2016</u>	<u>Total FY2016</u>
Open Records Request	351	2,966
Archives	27	234

Personnel

Employee Totals

April 2016

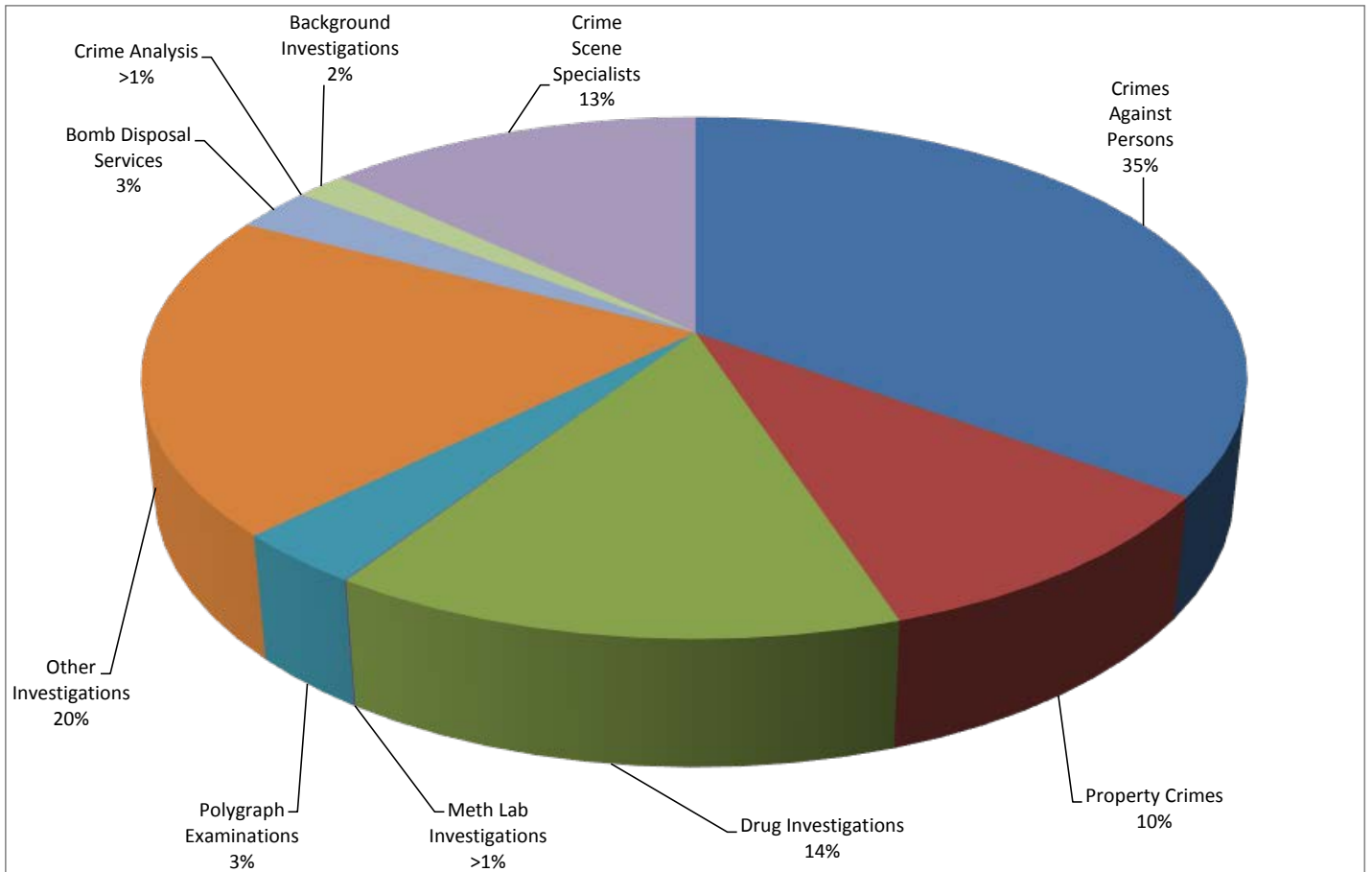
	State Funded Positions	Grant Funded Positions	<i>Total</i>
Investigative Division	326	18	<i>344</i>
Georgia Crime Information Center	43	75	<i>118</i>
Division of Forensic Sciences	284	34	<i>318</i>
Administration	43	1	<i>44</i>
<i>Total</i>	<i>696</i>	<i>128</i>	<i>824</i>

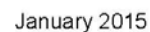
	Total State Funded Positions Vacant	State Funded Vacancies Under Active Recruitment
Investigative Division	17	2
Georgia Crime Information Center	3	3
Division of Forensic Sciences	24	14
Administration	5	4
<i>Total</i>	<i>49</i>	<i>23</i>

INVESTIGATIVE DIVISION

	April 2016	Fiscal YTD
Total Sworn Employees	252 (filled-includes grant)	
Total Investigative Hours Expended	22,244.75	259,199.75
Crimes Against Persons, includes	7,505.50	90,292.50
Death Investigations	3,995.00	45,298.00
Child Abuse	1,751.50	24,710.50
Sex Crimes	379.00	5,480.50
Missing Persons	55.00	559.00
Assault, Kidnapping, Robbery, Terrorist Acts, Fugitive, Human Trafficking, etc.	1,325.00	14,244.50
Property Crimes, including Theft, Burglary, Forgery	2,437.50	26,167.50
Drug Investigations	2,981.00	36,771.00
Meth Lab Investigations	35.00	126.00
Polygraph Examinations	953.00	8,774.00
Background Investigations	537.00	4,649.00
Other Investigations, including Preliminary Investigations	4,341.75	51,865.75
Bomb Disposal Services	603.00	6,946.00
Crime Analysis	8.00	49.00
Crime Scene Specialists	2,843.00	33,559.00
All figures above represent Investigative Hours		
Total Seizures	\$1,054,251.35	\$30,299,266.63

Investigative Hours Expended YTD FY2016





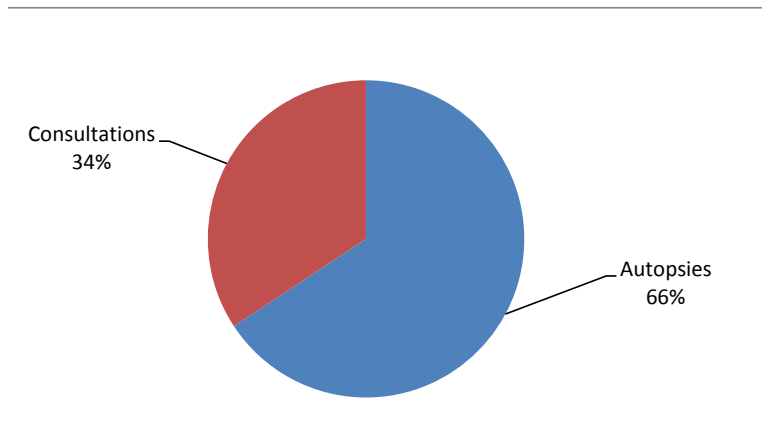
Crime Lab

Medical Examiners (includes all laboratories)

	April 2016	FY2016 YTD
Autopsies	174	2,783
Consultations	150	1,451
Total ME Cases Managed	324	4,234
Clayton County Death Certificates	31	387

Percentage of Cases Released in 90 days: 85.8%

Medical Examiner Activity, FY2016



Confirmed CODIS Hits for April 2016

State Offender Hits	43
State Forensic Hits	8
National Offender Hits	17
National Forensic Hits	2
Total	70

Samples entered into CODIS for April 2016 – 1,448

Profiles in CODIS

Forensic Casework Profiles	18,673
Convicted Offender Profiles	307,560
Missing Person/Unidentified Human Remain Profiles	5
Staff/QC File	423
Total	326,661

Laboratory Production

Report Turnaround for April 2016

	# Released in 45 Days	Total Released	% Released in 45 Days
Laboratory			
Headquarters - Atlanta	2,327	3,933	59%
Central Regional - Macon	160	344	47%
Coastal Regional - Savannah	52	291	18%
Eastern Regional - Augusta	441	573	77%
Northeastern Regional	956	1,029	93%
Southwestern Regional - Moultrie	40	227	18%
Western Regional - Columbus	83	244	34%
System-wide Totals	4,059	6,641	61%

Note: 90% 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	30,338	41,538	73%
Central Regional - Macon	3,011	3,671	82%
Coastal Regional - Savannah	1,164	3,585	32%
Eastern Regional - Augusta	3,037	4,975	61%
Northeastern Regional	12,047	13,031	92%
Southwestern Regional - Moultrie	1,249	2,788	45%
Western Regional - Columbus	1,038	1,881	55%
System-wide Totals	51,884	71,469	73%

Crime Lab Reports Processed for April 2016

Department	Requested	Total Released
Chemistry (includes Drug ID)	2,704	2,061
Firearms	395	269
Forensic Biology	1,908	1,582
Impressions	8	2
Latent Prints	205	106
Medical Examiners	462	391
Toxicology	2,082	2,503
Trace Evidence	134	118
Total	7,898	7,032

Crime Lab Reports Processed FY2016

Department	Requested	Total Released
Chemistry (includes Drug ID)	27,816	23,659
Firearms	4,391	2,657
Forensic Biology	20,193	18,553
Impressions	74	33
Latent Prints	2,372	1,684
Medical Examiners	4,364	4,379
Toxicology	23,024	23,556
Trace Evidence	1,571	1,327
Total	83,805	75,848

Georgia Crime Information Center

April 2016

NCIC SERVICES

CJIS Network Statistics

System Uptime: 100%
Messages Processed: 62,930,986

CJIS Operations

1. Sex Offender Registry

	Month	FY2016	Database Totals
Records Added	142	1,625	28,029

2. Protection Order Registry

	Month	FY2016	Database Totals
Records Added	2,209	22,707	320,876

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	11	1	46

3. Off-Line Search Requests

Type of Request	Month	FY2016
Administrative (Criminal Justice Agency)	40	175
Open Records	1	10
Subpoena	0	4
Media	0	0
Possible CJIS Security Violations	3	30

CJIS Audits

GCIC conducted 59 CJIS audits

INFORMATION SERVICES

Criminal History Identification Services

1. Criminal Fingerprint Transactions Received

	Monthly	FY2016
Submissions	40,856	412,321
Submissions w/Palms	18,144	172,090
Submissions w/Photos	12,545	119,973

Transactions processed within 2 hours of receipt: 93%

2. Applicant Fingerprint Transactions Received

	Monthly	FY2016
Submissions	34,912	417,902

Transactions processed within 24 hours of receipt: 99%

3. Final Disposition Transactions Received

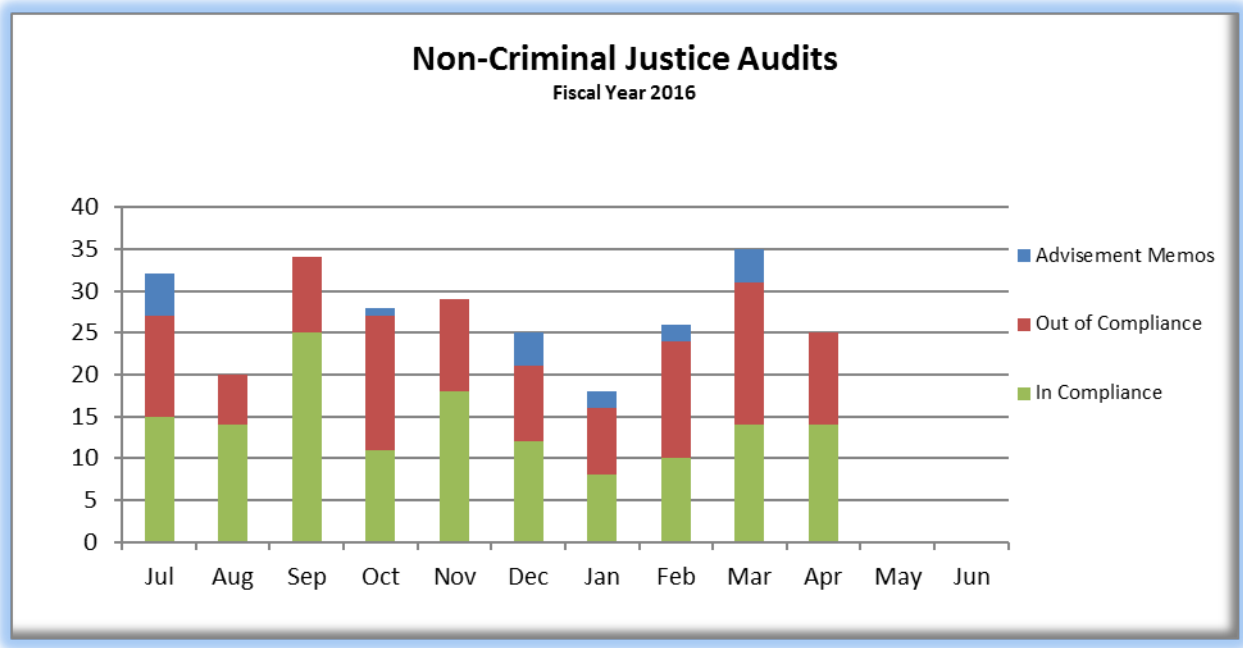
	Monthly	FY2016
Local Agency	60,773	592,372
GCIC	8,811	61,368
TOTAL	69,584	653,740

4. RAPID Identification Transactions

	Monthly	FY2016
Submissions	16,373	166,039
AFIS Hits	41%	43%
NCIC Hits	39%	40%
FBI RISC Hits	1%	1%

5. Non-Criminal Justice (NCJ) Audits

	Monthly	FY2016
In Compliance	14	141
Out of Compliance	11	113
Advisement Memos	0	18
Total Audits	25	254

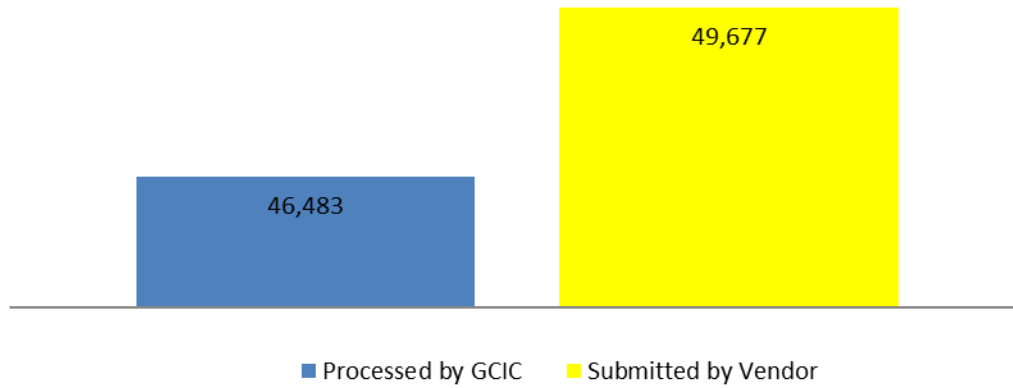


6. Disposition Recovery Project

	Monthly	FY2016
Provided to Vendors		877,632
Completed	4,283	46,483
Research Counties	1	1

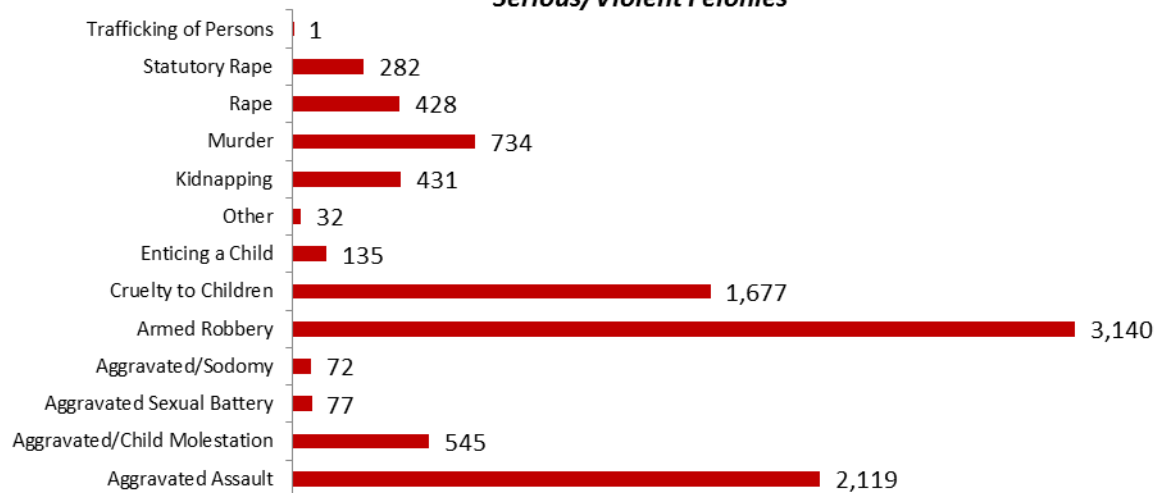
Dispositions Overview

Open Arrests Provided: 877,633



Conviction Offenses

Serious/Violent Felonies



PLANS & PROGRAM DEVELOPMENT

AFIS REPLACEMENT

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

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

Monthly Update - CCH enhancements were successfully tested by Courtview. Additional testing of the user requirements and system changes will be completed as required.

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 utilized for capturing data, however; they are requiring enhancements to improve data entry and reporting.

Monthly Update - The project team met with DOFS staff to discuss best practices for data extraction. The team is working with the Federal National Child Death Review for access to Georgia cases.

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 - RFQ posted for cost proposals and the GBI provided responses to vendor questions.

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 project team is preparing for deployment including finalizing work flow processes, moving system files to production and granting access to both the production environment and FTP site.

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 requirements review by the sponsor continues. The Change Orders submitted by NEC were approved and a purchase order was created. DOAS approved a one-year contract extension request with the current vendor and the development of the vendor agreement documents is in progress.

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 updated with changes from the sponsor. In addition, the GCIC numbered memorandums relating to the website are being revised.

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 - User Acceptance Testing was completed for Phase I. Changes identified from the pilot were included in a change request form.

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 assessment's 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 project team members met to assess the Computerized Criminal History (CCH) system. A Project Charter was submitted to the Sponsor for review and signature and the Statement of Need (SON) is currently under development.

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.

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 - NameSearch application installed on both development and production environments. The remaining POR tasks were reviewed by the project team and completion dates were updated. The vendor is working to get the web services request working on the test system.

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 will meet with GTA to discuss SharePoint government licenses. The team will also meet with Microsoft for a Q&A on SharePoint features and how the software can benefit GBI.

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 34 customer visits and delivered 6 classroom training sessions in the areas of: TAC Training, CCH & Compliance/Audit Pre-Assessment Assistance. A total of 234 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 training unit continues the tasks required for the development of a training plan which includes establishing deliverables, guidelines, processes, and procedures regarding instructor lead training. The TAC training guide is pending final review and approval.

GCIC NETWORK – HELP DESK TICKETING SYSTEM

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

Monthly Update - The ticketing system was placed in production. The project team is developing automated report regeneration and modifying the menus to capture additional information related to trouble tickets.

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 received the web server for the new Validation server and AT&T completed firewall changes for the DMZ.