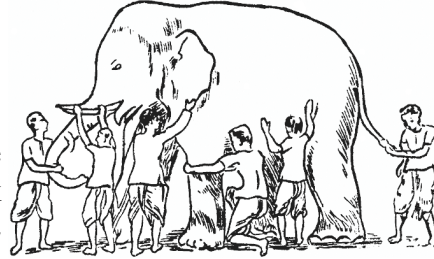


# TIME System Newsletter Crime Information Bureau



## Next TIME

In the well-known poem about the elephant, observers found its sides like walls, tusks like spears, legs like trees, ears like fans, its trunk like a snake, and tail like a rope. Many TIME System observers, too, are blind to the overall purpose of the Transaction Information for the Management of Enforcement program.



Information is key. Whatever else may come to mind, the purpose of the TIME System is to put information into the hands of police officers and others employed in the criminal justice enterprise. And of all the information that the TIME System can provide, information about people is most important.

In previous versions of TIME, using the best technologies available to us from the 1960's, we invented *files* and *records* containing information about people. And we invented *transactions* to locate and extract records from files. We think we're pretty good at it with sub-second response times and near continuous availability.

Well, today we are obsolete and blind – according to the new computer paradigm called “service-oriented architecture.” These *files* and *records* and *transactions* are like walls and snakes and fans.

Consider this: for 90% of what happens every day on the street, you don't need a driver's record from the DOT file, you want to know status and a brief description of citation history. Sure, you can find that in the record, *but you don't need the record; you need the information.*

The next time we build a TIME System, let's inventory what we really want to know about people: driver status and a brief statement about driver history, level of risk based on prior criminal record, restrictions like probation or bail, city of residence, citizenship, contact information, employer, etc.

Then, let's build *services* (a new technical computer-speak thing) that provide the information we want without having to think about files or look at records. There are still files and records in the background, and we'll want ways to import them into your forms and reports, but, up-front, you could just get (if you want) “*Valid, no wants, no history, no restrictions*” or “*Suspended, long record, three prior OWS, history of DC, battery, resisting, and on probation.*”

Every phrase in the output – spoken to you, perhaps by a speech synthesizer – might be a separate com

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puter *service*. The *services* get concatenated together by application software specifically tailored to what you want to hear, or perhaps arrayed on a “person profile” screen.

Still fuzzy? Think “telephone number *service*.” We could build a computer *service* that returns the telephone number of the registered owner of a vehicle. How would we do that, and where would we look up the information? . . . You don’t need to know. You don’t need to know about files and records and transactions, you just want the telephone number; that’s what the *service* would provide.

About every ten years, we like to re-visit the design of the TIME System, and think about ways that new technologies and architectures can be applied to the delivery of information to law enforcement. It’s time to start thinking about next TIME.

But, I’m very soon off to hunt elephants (metaphorically). Nevertheless, the talented people who work for CIB want to hear what you think. Give them a call, or send an email.

Cheers!

Gerry Coleman, Director

## New Tribal License Plate

License plates are issued by the Wisconsin Indian tribes and bands to members and non-members who reside on the reservation. In the past, three Indian Nations located in Wisconsin have issued their own tribal license plates: the Menominee Indian Nation, Lac Du Flambeau Band of Lake Superior Chippewa and the Oneida Tribe of Indians of Wisconsin. It is time to add a fourth nation to the list: the Bad River Band of Lake Superior Chippewa. A sample of the new license plate is pictured.



Registration information for tribal license plates may be obtained by contacting the individual tribe's licensing coordinator during business hours. If the vehicle identification number is queried via the TIME System basic registration information will be returned, however responses will not include expiration date or license plate information.

The appropriate Indian Nation code should be used in the "**State**" field for in state and out of state queries as well as for record entries. The code for the Bad River Band is ‘XC’.

## Top 10 eTIME Users 01/01/08 to 05/01/2008

Agency(user initials)	# of Transactions Run 01/01/08-05/01/08
US Customs – Milwaukee (TM)	93,859
US Customs – Milwaukee (WK)	50,684
US Customs – Milwaukee (JF)	37,576
US Customs – Milwaukee (CT)	20,031
Beloit Municipal Court (LD)	13,725
Community Corrections Region 4 (JK)	12,002
Community Corrections Region 2 (BG)	11,850
Lancaster Police Department (DR)	9,431
LaCrosse County Sheriff’s Department (RF)	8,232
Adams County Sheriff’s Department (JP)	8,041

**eTIME**  
Wisconsin Department of Justice  
Crime Information Bureau

## Special Assigned ORI's?

NCIC and NLETS have assigned special ORI's for agencies that *don't* meet the definition of a criminal justice agency, but *do* have partial law enforcement duties or responsibilities. These ORI's have created some questions and issues, for the agencies that have them and the agency providing TIME services.

**F ORI:** The Adam Walsh Child Act of 2006 provides access to III/NCIC by governmental social service agencies with child protection responsibilities. This access may only be used in investigating or responding to reports of child abuse, neglect, or exploitation. Authorized agencies are assigned an ORI number ending in the letter F. III/NCIC requests by these agencies must be performed using the social services "F" ORI and purpose code "C". If the requesting agency does not have an ORI assigned, they should be instructed to contact CIB to have one assigned prior to providing them with TIME System data. Wisconsin and out-of-state criminal history requests may also be performed for these agencies, if requested, using their ORI. If another state rejects the request no information from that specific state should be provided to the requestor.

**N ORI:** There has been an increase in the number of 911 Centers/Communications Centers who have taken over the duties and responsibilities of dispatching law enforcement and emergency services for an area. In addition, many of these centers perform entry of records into the TIME System on behalf of the agencies they serve. Many of these centers are not staffed by police or sheriff's department employees, but are rather manned by civilian employees, and therefore do not meet NCIC requirements for a standard ORI number. For these agencies to have authorized access to the TIME System they must have a management control agreement between at least one of the law enforcement agencies (sheriff's department/police department) and their office and apply for their own ORI. If an ORI is granted it will contain the letter N in the ninth position and is only used to identify the agency. The N ORI cannot be used for entries or queries of the TIME System. The ORI used for entry and/or query of the TIME System should be specific to the agency that requested the data.

**S ORI:** A number of governmental agencies in Wisconsin with duties and responsibilities for enforcing laws and ordinances have requested ORI's. For example, a building inspector may enforce zoning laws. Recreation department employees may issue parking tickets in local parking lots. A review by NCIC shows that many of these agencies do not meet the definition of a criminal justice agency, and do not qualify for access to NCIC. In some cases, these agencies do meet the *NLETS* criteria for limited access to driver and vehicle registration information. If so, NLETS assigns the agency an ORI ending in the letter S. S ORI agencies are authorized to access summary driver and vehicle records in Wisconsin and out-of-state, but *prohibited* from accessing NCIC and criminal history data. Special transactions have been created in the TIME System to allow these S ORI agencies the limited access they are allowed.

Some states don't accept requests from S ORI agencies due to state laws. The agencies then sometimes contact a local police department or sheriff and ask them to obtain driver or vehicle information from a specific state. *It is a direct violation of TIME System policy to circumvent system controls by using a different ORI and/or transaction to provide information to an S ORI agency that they would otherwise not be allowed to obtain.* Law enforcement agencies can be authorized to use the S ORI on behalf of the agency but must obtain an agency agreement and use the specific transactions created on the TIME System for S ORI's limited access.



## ALPR – In Wisconsin, In Use

ALPR, or automated license plate recognition, has arrived in Wisconsin.

ALPR systems capture images of license plates using a camera, which is typically mounted on a squad car. The images are sent to a computer interface, which then automatically searches the license plate numbers against a listing of stolen vehicles, felony vehicles, expired registrations, etc. If a match is made, the officer is alerted by an audible and visual signal, allowing him to take appropriate action.

ALPR systems may also allow a user to add license plates of interest to the interface, for example suspect vehicles in local crimes, vehicles associated with Amber Alerts, etc. ALPR data may also be stored, allowing an agency to perform searches/mine data from the system, providing information for surveillance activities, etc.

Two jurisdictions in Wisconsin are now actively using ALPR systems as part of their enforcement efforts. The agencies regularly obtain an extract from the CIB hotfiles which provides them with a list of all stolen vehicles, felony vehicles, etc. in the Wisconsin TIME System databases. Agencies wishing to obtain a copy of this CIB hotfiles extract must first sign an ALPR agreement, which outlines the conditions of use of this TIME System information and ensures agency compliance with all TIME System policies and procedures. Prior to taking enforcement action ALPR agencies must confirm the ALPR ‘hit’ by making a live TIME System query and following normal hit confirmation rules.

## New Missing Message

A new advisory message has been created and added to the TIME System, effective May 7, 2008. A sample message appears below. The message advises the entering agency to confirm the status of the missing person if the record remains active on the system after 30 days have gone by. This is an advisory message only and users should not respond to this advisory message. The missing person record in question will remain on the system until cancelled by the entering agency.



RECEIVING DEVICE: WI0130000 DANE COUNTY SHERIFF'S DEPARTMENT PSN 1919 (DASO)

SENDING DEVICE: WINHFS001 NEW HOT FILES ADMIN APPLICATION PSN 4168 (4168)

MESSAGES FOR: WI0130000

THE FOLLOWING MISSING PERSON RECORD WAS ENTERED 30 DAYS AGO AND REMAINS ACTIVE. PLEASE CONTACT THE COMPLAINANT AND CONFIRM THE PERSON IS STILL MISSING.

NAME/KILLEBREW, BOBBY JO

DATE OF BIRTH/11101989

ORI/WI0130000 ORI IS DANE COUNTY SHERIFF'S DEPARTMENT

SYSTEM IDENT #/39259



# 2008 CRIME INFORMATION BUREAU TECHNOLOGY CONFERENCE

TUESDAY SEPTEMBER 16TH – THURSDAY SEPTEMBER 18TH, 2008  
RADISSON HOTEL & CONFERENCE CENTER, GREEN BAY

This year’s conference again offers sessions of interest to Wisconsin’s criminal justice community including: Juvenile Corrections, The Teresa Halbach Investigation, Legal Update on Liability, Open Records and the DPPA, TIME & eTIME Update, TIME System Security, High Tech Investigations, Amber Alert, National Center for Missing & Exploited Children, Negotiations for Dispatchers, Ask CIB, Badger TraCS, Criminal History Records, Sex Offenders & the Adam Walsh Act, Server to Server TIME System Interfaces

Training credit is available toward annual officer recertification requirements. Dress is business casual. The registration fee of \$150 for early registration includes all materials and meals. Registration *after* August 31<sup>st</sup> is \$200. The conference begins with breakfast on Tuesday September 16<sup>th</sup> and concludes at noon on Thursday September 18th.

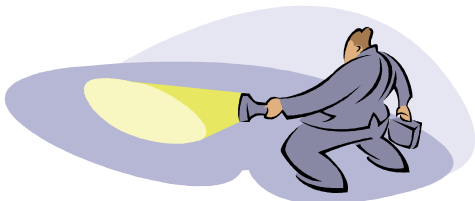
Vendors interested in participating contact Joan Wolfe at [wolfejk@doj.state.wi.us](mailto:wolfejk@doj.state.wi.us) or (608) 264-9490. For questions about the conference contact Phil Collins at [collinspe@doj.state.wi.us](mailto:collinspe@doj.state.wi.us) or (608) 267-2235. Online registration, registration forms, hotel and detailed conference & vendor information is available at [www.doj.state.wi.us/dles/cib.conference.asp](http://www.doj.state.wi.us/dles/cib.conference.asp)

2008 CRIME INFORMATION BUREAU TECHNOLOGY CONFERENCE REGISTRATION FORM			
Department, Agency or Employer			
Agency Type:			
Law Enforcement Dispatch Center	Court Prosecutor	State Agency Other	
Agency Address			
City		State	Zip Code
Agency Phone Number		Agency Fax Number	
Last Name	First Name		Middle Initial
Title, Rank or Position		Email Address	
First Name (to appear on nametag)	Payment Method Check Purchase Order	Direct Bill Training & Standards Voucher (must accompany registration)	Check/PO # or Person Authorizing T&S Voucher

Mail registration forms/payment to: 2008 CIB Technology Conference, Crime Information Bureau, PO Box 2718, Madison, WI 53701-2718 Fax registration forms to: (608) 267-1338



## Missing Juveniles



Law enforcement agencies who own records of missing juveniles and who report missing juvenile information to state and FBI data files have new responsibilities and obligations due to

changes in federal law in the past few years.

In particular, records of missing juveniles are now held in national files without automatic aging and purging of old cases. Owners of records must take deliberate steps to make sure that unwanted information is removed. Championed as legislation to protect college students, Suzanne's Law, enacted in April, 2003, requires any person under the age of 21 reported missing to be afforded the full advantage of the FBI's missing juvenile system. Under prior law, only persons under the age of 18 could be considered missing juveniles.

The seemingly simple change has created a host of technical and procedural problems that still bug computer systems. Thousands of police record managements systems had been programmed to reject juvenile record entries where the subject's age was 18 or older. The FBI had to adjust its annual file purge program so that the new, "older juvenile" records were not automatically deleted.

Just as the FBI was comfortable deleting juvenile records of persons 21 and older, the 2006 Adam Walsh Act asked us to "ensure that no law enforcement agency within the State establishes or maintains any policy that requires the removal of a missing person entry from its State law enforcement system or the National Crime Information Center computer database based solely on the age of the person." After another reprogramming effort, the FBI's system (and Wisconsin's state file at CIB) now hold juvenile missing person records on file until the record is cancelled by the entering agency.

The permanent retention of missing juvenile records means that decades of administrative practice are now obsolete. On one hand, it is a good thing that unsolved cases can remain on file and visible. But it will be a bad thing if the juvenile has actually returned home, if there was no case follow-up, and if the record stays in the system indefinitely. In other words, law enforcement agencies can no longer assume that juvenile missing person files will "automatically" clean themselves up in time.

Recently, CIB's Handgun Hotline was doing a routine background check on a gun purchase and the buyer turned up in the missing person file. (Yep, you can buy guns even if you're missing.) The person was an adult, and CIB contacted the entering agency; it was a record from many years ago, and in another state. The subject was "re-united" with relatives, reported everything was ok, the missing person case was closed, and the record was cancelled.

With the new record retention rule, the above scenario will become an increasingly frequent (and troublesome) occurrence for many adults and law enforcement agencies. Without renewed attention to record validation, closing cases, and removing records no longer applicable, these records will dog us for years to come.

An inquiry is made to the missing person file every time a "10-27" is run – a common inquiry officers make every day.

The CIB and NCIC missing person files have six categories: disabled, endangered, involuntary, disaster victim, juvenile, and other. The "other" category is strictly for adults -- persons 21 years or older, not fitting another category, for whom there is reasonable fear for their safety. Persons under 21 can be entered using any of the first five categories.

"Juvenile" is actually the default category for young people who are not believed to be disabled, endangered, missing involuntarily, or a disaster victims. Currently, there are nearly 900 "juvenile" entries in the Wisconsin file. It is widely believed that most of the "juvenile" entries are runaways who will voluntarily return home.

CIB audits show inconsistent attention by police agencies to discover returnees and close cases. Law enforcement agencies should review policy and procedure in regards to missing person cases to ensure compliance with the new federal laws. Consider updating record management practices so that real victims are given the best advantage these systems can offer!

## Cleared Records?

CIB now stores cancelled records in the TIME System database for thirteen months after the date of cancellation. The word "**CLEARED**" will appear in the header of these records. These records are only accessible when a query is made using the system identification number. No action should be taken on these records, as they are not active for the purposes of Hit Confirmation or taking a subject or property into custody.

```
*****  CLEARED WANTED PERSON - WARRANT  *****
** USE CAUTION **
** VIOLENT TENDENCIES
** FELONY - LIMITED EXTRADITION SEE MIS FIELD
** NOTIFY ORI/Y
SUBJECT
NAME/MARCUS, ROBERT D
SEX/MALE RACE/WHITE DATE OF BIRTH/04121965 PLACE OF BIRTH/WISCONSIN
HEIGHT/600 WEIGHT/215 EYE COLOR/BLUE HAIR COLOR/BROWN
SCARMARK/TATTOO LEFT FOREARM
SOCIAL SECURITY #/391129875
STATE IDENT #/WI123654
DRIVER'S LICENSE #/M6227646517201 STATE/WISCONSIN EXPIRES/2010
ADDRESS/123 WEST WASHINGTON STREET CITY/MADISON STATE/WISCONSIN
DETAIL
ORI/WI0130000 ORI IS DANE COUNTY SHERIFF'S DEPARTMENT
SYSTEM IDENT #/21487651 NCIC #/W288559944
AGENCY CASE #/05-7788 WARRANT #/05CM7111
ENTERED BY/MILEJJ DATE/MMDDCCYY TIME/15:39
CLEAR DATE/MMDDCCYY
TYPE OF WARRANT/FELONY
OFFENSE CODE/5015 KIDNAPPING FAILURE TO APPEAR
ORIGINAL OFFENSE CODE/1008 ABDUCT-NO RANSOM OR ASSAULT
DATE OF WARRANT/MMDDCCYY
REMARKS
ARREST WARRANT BODY ONLY WILL EXTRADITE ADJACENT STATES AND INDIANA ONLY
*****  VERIFY WARRANT/WANTED STATUS IMMEDIATELY WITH ORI  *****
```

## Have You Identified All Your Unidentified Persons?

Over 800,000 persons are reported missing each year. Unfortunately, many of these missing person cases are never resolved.

Another database file exists which may aid agencies in their quest to solve some missing person cases: the Unidentified Persons File. The US Department of Justice estimates there may be as many as tens of thousands of unidentified human remains across the country. However, the NCIC database contains only about 6,000 unidentified persons records.

Agencies may be unfamiliar with the unidentified persons file, lack resources to make such entries, or not be aware of some of the unidentified remains being held by the coroner or medical examiner's office. Three categories of unidentified persons have been defined:

Living - a person who is living and unable to ascertain their identity, e.g., amnesia victim, infant, etc. Information on unidentified living persons should only be included if the person gives their consent or are physically/mentally unable to give consent.

Deceased - a person no longer living whose identity cannot be ascertained. This category also includes recovered body parts when a body has been dismembered.

Disaster Victim - A person who is a victim of a catastrophe and whose identity cannot be ascertained, may also include recovered body parts.

All unidentified person records are automatically made to only the NCIC (nationwide) files, Wisconsin does not maintain a statewide unidentified persons file. Unidentified person records remain in the system indefinitely, until they are cancelled by the entering agency.

As NCIC automatically cross-searches unidentified person records that are entered or modified with missing person records on a daily basis, increasing the number of unidentified person records on file could potentially result in helping to solve current, past and future cases.

Check with your local coroner or medical examiner to determine if unidentified human remains are in their custody that are not entered into NCIC. If such remains are discovered, agencies should make the TIME/NCIC entry.

## What is Timely?

There are 3 goals for every entry to the TIME System: records should be complete, accurate, and timely. What is timely? In 2002, NCIC better defined 'timely' with regard to record entries: "To ensure maximum system effectiveness, NCIC/TIME System records must be entered immediately when the conditions for entry are met, not to exceed 3 days upon receipt by the entering agency." System users should be aware that the 2006 Adam Walsh Act provided a specific time limit in regards to entry of missing person records under the age of 21. Such records must be entered within 2 hours of receipt.





## Do it First...

The popularity of the Wisconsin *e*TIME System continues to rise, with over 4,000 authorized users and 7,000-10,700 queries run on a typical day. More and more criminal justice agencies in Wisconsin wish to gain *e*TIME access, however these seems to be some confusion over how to go about obtaining access.



**How do I access *e*TIME?** You must first have access to DOJ's Wisconsin Law Enforcement Network website (WILENET), <http://www.wilenet.org>. Access to the *e*TIME system requires a separate registration and authorization from WILENET. You will get a different user name and password for *e*TIME.

**So what do I have to do next?** Before you can register for access to *e*TIME, you must complete an online course which is offered on CIB's TRAIN website. The course is titled: *e*TIME Operator Online Agreement. The course covers TIME System basic information, and requires the user to agree to abide by all TIME System policies and procedures, including further training and testing requirements. TRAIN (Trainning Resources Available on the Internet) allows agencies access to their agency training records, online registration for TIME System classes, online training as well as online recertification. Each agency participating in TRAIN must designate a person as the TRAIN administrator. In order to take the *e*TIME Operator Online course, your TRAIN administrator must register you for the course. Once registered you can take the course at any time.

**How do I register for *e*TIME?** To register for *e*TIME, log in to WILENET and click on "***e*TIME**" in the menu bar. Then click on "**WELCOME**". Click on the link titled "Go to registration process." Fill out the registration form and click on "Submit." You will be sent an email from the *e*TIME Administrator with information on what you need to do next.

## *e*TIME Updates



On May 14, 2008 CIB implemented 2 important changes to the *e*TIME browser client/WILENET.

1 – a change was made to the WILENET login screen. In addition to inputting user name and password, users may now indicate whether or not they are logging in from a secure location (law enforcement agency or squad). If the user indicates they are logging in from a secure location, the WILENET and *e*TIME inactivity timer will be extended to 4 hours from the current 30 minutes.

2 – upon logging in to the *e*TIME browser client, users may now choose to activate the day/night setting by clicking on the day/night button in the upper right hand corner of the screen. If the day/night setting is activated, the *e*TIME screen background color will become black, allowing for easier and more secure viewing of screens and information in low light conditions.



## Future TIME System Newsletters

As many readers of this newsletter already know, TIME System newsletters have been available via the DOJ website (<http://www.doj.state.wi.us/dles/cib/forms/Newsletters.asp>) for some time. Posting the newsletters online makes them immediately available to all interested users without having to wait for a printed copy to be mailed to the department and make its way throughout the department.

As this distribution method has proven effective, and in an effort to reduce costs and make effective use of staff time, in the future CIB will no longer be mailing printed copies of the TIME System newsletter to each law enforcement/criminal justice agency. Newsletters will continue to be available on the DOJ website.

So how will you know a new TIME System newsletter is available? You could routinely check the website, but there is an easier way. WILENET has provided a communication tool in the form of email lists. Users may sign up for email groups centered around topical areas. A TIME System email group has been created. Users who have created a user profile and chosen the TIME System email group will receive an email notification when a new TIME System newsletter has been made available. Go to the 'Features' section on WILENET, and choose 'Email Lists' to find more information and create a user profile. Be sure and sign up for the "TIME System" group. Future plans include distributing TIME System INFO broadcasts to the TIME System email group as well.

## Is Your AAI Really an AAI?

Anyone who accesses the TIME System, no matter how that access is obtained (eTIME, MDC, Portal 100 software, interface agency software, etc.) must be trained and tested. With over 23,000 active TIME System users at any point in TIME, there is no way each user could attend a certification class led by a CIB instructor.

CIB created the concept of Agency Assigned Instructors (AAI's) to help fill the gap. Agencies may designate a person or persons to serve as an AAI. The AAI conducts MDC level TIME System certification and recertification classes, presenting instructional material and administering the needed exams. Results of the exams are forwarded to CIB for entry in the training database.

In order to serve as an AAI, a person must have a current TIME System certification *at the Basic or Advanced level*. They *must also* have attended a specialized AAI class led by a CIB instructor, where they will receive the needed instructional materials, etc. Recently CIB has discovered subjects from several different agencies that have been providing MDC instruction and certification even though they have not met the requirements to be an AAI.

Please ensure your AAI is fully qualified to present the needed certification instruction. If they are not a qualified AAI, the MDC certification of users who have attended their classes may be considered invalid.

## 09/30/2010 - An Important Date

What is the date of your wedding anniversary? When is your mom's birthday? There are many important dates we have to remember, and for TIME System users, September 30<sup>th</sup>, 2010 is one of them.



September 30<sup>th</sup>, 2010 is the deadline NCIC/CJIS has set for agencies to meet specific security criteria with regards to the TIME System. By this date, the following security safeguards must be in place:

- Passwords used to access the system must be at least 8 characters long. Users will not be able to re-use any of their last 10 passwords.
- Any wireless access to the system must use a personal/software based firewall.
- Wireless or dial-up access to the system must use a form of advanced authentication (such as a smart card, token, biometrics, etc.).
- Any system data transmitted over a public network segment, dial-up connection, wireless connection, or via the internet must be encrypted at a minimum of 128 bit and meet the FIPS 140-2 NIST certification standard.

Agencies should review their current methods of TIME System access to ensure they either already meet, or have plans to meet these requirements....while there is still time to do something about it!

## Unknown License Plates

Imagine this: a subject contacts your department to report their vehicle has been stolen. You begin to gather information, including the make, model, style and color of the vehicle. When asked what license plate is displayed on the vehicle, the owner replies "Unknown." Frustrated, you ask them again, "Are you sure you don't know the license plate number of the vehicle?" Once again they answer: "It is unknown." Sadly, you have visions of this exchange turning into the old Abbot & Costello, "Who's on first?" routine, so you give up at this point, assuming that the owner either doesn't remember or doesn't know their license plate number. Unfortunately, law enforcement can no longer make that assumption.

TIME System users should be aware some states' Department of Motor Vehicles have issued actual license plates containing plate numbers of UNK, UNKN, and UNKNOWN. Previously system edits prevented these values from being entered, however changes have been made to allow the entry of these values. Entry of these values may only be made by NCIC Criminal Justice Information Services Staff. Contact may be made with CJIS staff via admin message to ORI DCFBIWA09 or email to [acjis@leo.gov](mailto:acjis@leo.gov). Because the information is entered by NCIC staff, the information will appear in the NCIC record only and will not appear in the CIB record.



## Jailers, There's No Doubt: Run Them Before You Let Them Out

Are you setting wanted persons free? An interesting question, especially for those who work in a jail or corrections environment.

Agencies are encouraged to perform a TIME/NCIC query on all subjects due to be released from jail or confinement to determine if the person is wanted by some other jurisdiction. In fact, some states, including nearby Missouri, have enacted laws requiring such a query be performed. The Missouri law also makes it a misdemeanor offense to purposely fail to perform the required warrant check.

The Missouri law is known as 'Jake's Law'. The law is named after 6 year old Jake Robel. Robel was in a vehicle when it was stolen by a subject who had been released just hours before from a local jail. His mother tried to free him from the vehicle, but he became tangled in the seatbelt and was dragged to his death when the thief sped away. Upon investigation, it was found the subject was released from jail even though outstanding warrants existed. Jail staff failed to run wanted person query on the subject prior to his release.

Jake's parents filed a civil lawsuit, contending jail officials were negligent by releasing the subject when there were outstanding warrants for his arrest. The lawsuit was later settled for \$150,000 and the officials' pledge to conduct warrant checks prior to any prisoner release.

While this incident did not occur in Wisconsin, it provides a striking example of the possible civil and criminal liabilities law enforcement agencies and their employees can face while carrying out their day-to-day duties. Agency administrators may wish to evaluate department policy and procedure to ensure such liability exposure is minimized.

## AAA – All Alphas Allowed

The NCIC Article file contains records for any stolen item having a unique serial number and/or owner applied number that does not meet the definition of a vehicle, part, boat, gun or security. Previously an owner applied number was defined as just that: a number, or a combination of letters and numbers. NCIC has modified their definition of owner applied number, now allowing an owner applied number to consist of all alpha characters.



## New Highway and Transport Mnemonics

The TIME System has long provided law enforcement agencies the ability to send administrative message(s) to agencies along certain routes of travel – I90/94, HY 51, HY 43, etc. The TIME System also now permits law enforcement agencies to transmit administrative message(s) related to delivering or picking up prisoners in another area of the state while following specific routes of travel.

At the request of TIME System users, CIB has created new highway and prisoner transport mnemonics. The following specific mnemonic codes have been created:

### Highway Mnemonic

W151  
W151  
W014

### Route of Travel

Highway 151 Grant Co - Manitowoc Co  
Highway 10 Pierce Co - Manitowoc Co  
Highway 14 LaCrosse Co – Dane Co

### Transport Mnemonic

T151  
T151  
T014

### Route of Travel

Highway 151 Grant Co - Manitowoc Co  
Highway 10 Pierce Co - Manitowoc Co  
Highway 14 LaCrosse Co – Dane Co

The Portal 100 software will be updated to include these new codes in a future release, in the meantime, users may type in the desired code and click ‘ignore’ on any error message received.

## A Friendly Reminder From NCIC...Pack Records

The more information that is entered into an NCIC record, the greater the likelihood of a “hit” on the record. Therefore, agencies are encouraged to perform inquiries into various databases, such as the Interstate Identification Index and the Department of Motor Vehicles, to obtain as much information about the subject for inclusion in the record.



However, prior to entering data from supplemental sources into the NCIC records, agencies must be absolutely certain that the additional descriptors from supplemental data sources are for the subject of the record...If data on a different subject is entered into the NCIC record it could result in the wrong subject being arrested and/or detained and/or the actual subject not being arrested and could result in the agency incurring liability

While it is very important to ensure that all information available on the subject is entered into the NCIC record, it is equally important to ensure data entered into the record matches the subject of the record.

## Citizenship Field



NCIC person records may now contain a new field: citizenship. The field allows agencies to indicate the subject’s country of citizenship. Be on the look out for this field on NCIC responses. CIB is evaluating how and when the citizenship field will be otherwise implemented in the TIME System.



## You Asked for It, You Got It: Open Search Available

Imagine: a bank robbery occurs in your town. Witnesses to the robbery say the suspects left in a blue 4-door vehicle with Wisconsin license plates beginning with the characters 111A. Unfortunately they were unable to obtain the last 2 plate characters. What do you do? In the past, contacting the Department of Transportation vehicle registration section, or DOT's Division of State Patrol was your only option. But no more. Through an agreement with DOT, CIB brings you the capability to do partial license plate searches.

This new "Open Search" capability is currently only available via *e*TIME. Users must be specifically authorized by CIB to access this capability. In order to ensure the capability is available to all agencies, CIB requests that agencies limit the number of their personnel that have access. An agency's TIME Agency Coordinator (TAC) may request this authorization for specific personnel via an email to [etime@doj.state.wi.us](mailto:etime@doj.state.wi.us). Before requesting this authorization, please make sure the requested personnel are already valid *e*TIME users.

Open Search users may search Wisconsin motor vehicle registration records by partial license plate number. The "\*" character is used to represent one or more unknown characters. You must use a minimum of one "\*" and a maximum of three. For example:

ABC\* = plate must start with ABC

\*ABC = plate must end with ABC

A\*C = plate must start with A and end with C, separated by unknown number of characters

Open Search users may also search Wisconsin motor vehicle registration records by owner name or partial owner name. Enter the last name or first and last name of the vehicle owner/driver/lessee or name of the business owner as recorded in the DOT registration record. A single "\*" may follow a minimum of one alpha character in the first or last name field to represent one or more unknown characters. Any hyphens or spaces in the first or last name should be removed. For example:

Last Name/ Smi\* = All records that have a last name starting with Smi

Last Name/ Smith & First Name/ J\* = All records that contain a last name of Smith and a first name that starts with J

Last Name/ Smith & First Name/ John = All records that contain a last name of Smith and a first name of John

Last Name/ Smi\* & First Name/ J\* = All records that contain a last name starting with Smi and a first name that starts with J

A maximum of 200 results will be returned for any search. Results may be viewed on the screen, or downloaded in a tab delimited file or xml file to allow for sorting and comparing at the agency level. Users may still need to contact DOT for enhanced search requests, as search criteria available via the *e*TIME Open Search are limited to the above at this time.

CIB website: [www.doj.state.wi.us/dles/cib](http://www.doj.state.wi.us/dles/cib)



## Does Your Agency Have a Disaster Plan?



Recent large scale disasters like the Minnesota bridge collapse, wildfires, tornados, and hurricanes illustrate the need to pre-plan for what would happen in case such an event happens here.

TIME System agencies should rest assured that in the event of a major disaster, plans are in place for the TIME System, NLETS, etc. to continue to be functional, due to the existence of disaster recovery equipment located at different physical sites.

Does your agency have a plan for a major disaster? What would happen if a natural or man-made disaster tied up land line and cell phone communications in your area, or disabled the 911 telephone lines? Agencies may wish to check out 3 US government services which provide assistance in such situations:

**GETS - Government Emergency Telecommunications Service:** GETS provides emergency services personnel a high probability of completion for their phone calls when normal calling methods are unsuccessful in periods of sever network congestion or disruption, such as during a disaster. Subscribers use a calling card to receive priority in the telephone system. Further information is available at: <http://gets.ncs.gov/>

**WPS – Wireless Priority Service:** WPS allows authorized emergency personnel to gain access to the next available wireless channel in order to initiate calls during an emergency. Further information is available at: <http://wps.ncs.gov/>

**TSP – Telecommunications Service Priority:** When a crisis occurs, telecommunications vendors may become overwhelmed when trying to restore existing service and install new lines and services. When a telecommunications service covered by the TSP program fails for any reason, including due to a major disaster, the telecommunications service provider must restore the service on a priority basis before other, non-priority subscriber services are restored. Qualifying organizations can also use the TSP program to have essential communications services installed on a priority basis if more 911 lines are needed, etc. Further information is available at: <http://tsp.ncs.gov/>

All 3 of these programs may prove valuable to your law enforcement/criminal justice agency, but they all have one thing in common: you must sign up for them before the disaster occurs. Agencies may wish to take some time to visit, or revisit their local disaster plans to make sure they will be able to continue to provide needed services.

### TIME SYSTEM NEWSLETTER

The *TIME System Newsletter* is distributed to over 800 law enforcement, criminal justice and support agencies throughout Wisconsin. The purpose of the newsletter is to provide up-to-date information on the people, programs, events and technological advancements of the TIME System. The newsletter is published quarterly as a service of the Crime Information Bureau, Gerry Coleman, Director. Writers will receive byline credits for submitted articles. Articles for publication and letters to the editor are welcomed. Log onto <http://doj.state.wi.us/dles/cib/forms> for past issues of the *TIME System Newsletter*. Send all correspondence to Wisconsin Department of Justice, Crime Information Bureau, P.O. Box 2718, Madison, WI 53701-2718; Fax 608/267-1338; email [cibtrain@doj.state.wi.us](mailto:cibtrain@doj.state.wi.us).

CRIME INFORMATION BUREAU

*Gerry Coleman, Director*

17 W. Main Street

**Mailing Address:** P.O. Box 2718

Madison, Wisconsin 53701-2718

(608) 266-7314

Address Service Requested