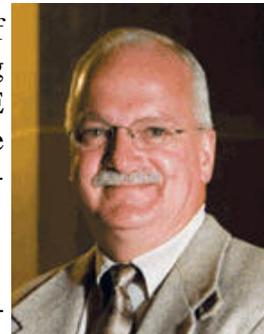


TIME System Newsletter Crime Information Bureau



The Department of Justice (DOJ) and Department of Transportation (DOT) continue to work towards making Wisconsin driver photos available to you via the TIME System. When deployed, Wisconsin driver photos will be available to law enforcement in other states as well as Wisconsin law enforcement.



DOT will be returning the driver photo as a separate additional response when a photo is requested. New transactions will be created in the TIME System and be implemented in the Portal 100 and eTIME Browser applications. Local agencies will need to modify your local applications and software if you want to request, receive and display the driver photos to use these new transactions. We will get the details of these new transactions out to you as soon as possible once they are tested and finalized.

I am pleased to announce two additions to the TIME & Technical Unit within CIB. Jessica Sash is new to CIB joining us as training officer filling Terry DeWitt's vacancy. Sara Phelan transferred from within CIB and is the new program and policy analyst filling Vickie Stamm's vacancy. As they get comfortable in their new positions you will begin to see and here more from them.

The CIB Technology Conference in September was a success from my point of view. I had the opportunity to hear some good discussions and ideas from you the users. One topic presented, and will continue to be news in the future, is the anticipated release of a new version of the CJIS Security Policy in January 2011. This "new version" is actually a complete rewrite of the policy and contains many changes impacting the TIME System. More information will be coming as we sort through all the changes ourselves.

Please feel free to contact me or any of the CIB staff to discuss your thoughts on how we can continue to improve.

WALT NEVERMAN

Walt Neverman
Director CIB

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Person With Information

NCIC recently debuted an enhancement to the Missing Person File. The new function allows an agency to add special supplemental information to an already existing missing person record that describes a person who may have information regarding the missing person. The next Portal 100 software update will include the forms TIME System users will need to add, modify, supplement and cancel information regarding the Person With Information (PWI).

The PWI capability may only be used when:

- The missing person was last seen under circumstances that pose a risk to the safety of that person. Thus PWI information may only be added to missing person records in the endangered or involuntary categories, and only the agency that entered the missing person record may add PWI information to the record.
- There is a substantial likelihood that the PWI has relevant information about the missing person that could result in the recovery of the missing person.
- The identity of the PWI has been disclosed to the general public through an Amber Alert or other formal notification.
- Entering information concerning the PWI could assist the law enforcement agency to identify and interview the PWI and the resulting information could assist in the recovery of the missing person.
- The PWI cannot be located and time is of the essence.
- There is no prohibition under state law on the publication of information concerning the identity of a person for whom a warrant has not been obtained.

If the PWI can be entered as wanted (warrant exists, temporary felony want, etc.) the subject should be entered as a wanted person and the wanted and missing person records should be linked. Only two Persons With Information may be added to a missing person record, and the PWI information must be reviewed/validated 72 hours after it is entered and every 30 days thereafter.

TIME System agencies should review their policies and procedures regarding missing persons to take into account this new functionality, and ensure appropriate investigative personnel are also aware of this new feature.



New Training Officer

The Crime Information Bureau welcomes Jessica Sash as a new Training Officer. Jessica comes to us from the Wisconsin Dells Police Department where she served as an Emergency Communications Operator for 4 ½ years, also taking on the role of Field Training and Validation Officer. Prior to Wisconsin Dells, she spent 2 years working for Cedarburg Police Department in their communications division.

When she is not working, Jessica enjoys spending time with friends, family and pets. She can often be found fishing with her husband at their cabin in the north woods. With her new found weekends off, she plans on putting her Architectural Drafting and Construction Degree to use in assisting her family with some remodeling and upkeep projects around their homes, which she also considers to be a hobby. Jessica joins Donna Bente and Jim Muller as CIB Training Officers.

Keep Your Eyes Open For...New CJIS Security Policy



As technology continues to change, the TIME/NCIC Systems must take steps to ensure the law enforcement computer networks we all use are secure. Thus the FBI's Criminal Justice Information Services (CJIS) division has established policies that outline what security measures must be in place for agencies accessing criminal justice information.

This CJIS security policy has recently been rewritten. A preview of some of the changes to the policy was presented at the recent CIB Technology Conference. Once the policy has been finalized (which is expected in January 2011) CIB will be publishing a special edition of the TIME System newsletter outlining the policy, its significant changes, and presenting further information regarding policy requirements.

New License Plate



A new plate design for historic military vehicles is available from the Wisconsin Department of Motor Vehicles. The new plate features white numbers on an olive green background with *WISCONSIN* at the top and *HISTORIC MV* at the bottom. A 5 pointed star design on the left and stacked letters, *MV* on the right. License plate type code for TIME System inquiry is ML. License plate type code for TIME System entry is AQ (historic).

A historic military vehicle (HMV) is a vehicle manufactured for use in any country's military forces. It must be maintained to accurately represent a military design and markings. HMVs manufactured in the U.S. may be of any age. Imported HMVs must be at least 25 years old. An HMV may be an auto, truck, trailer or motorcycle of any size and weight but cannot be a tracked vehicle (one that runs on continuous tracks or a combination of wheels and tracks).

There are four former military vehicles that may also be registered as a collector vehicle. These are the Pinzgauer, Kaiser Jeep M-715, military HUMVEE and GMC DUKW truck models. The owner may choose to register these models as either a collector or as a HMV. Different fees and rules apply to these four models only.

Historic military vehicle registration allows operation only to and from special occasions, such as parades and show events and for regular maintenance. Military vehicles are seldom manufactured to meet federal motor vehicle standards and do not have federal certification labels, so they must display the HMV plate and registration for legal operation. The operator of an HMV must have a valid regular driver license; some HMVs may also require the operator to have a valid commercial driver license. The operator must follow all traffic laws.

Reminder: eTIME Web Address



Remember, eTIME browser users can now log in to the eTIME browser **without** needing to log in to WILENET first by going directly to <http://wi-time.gov>.

WILENET access is still required for initial eTIME registration.



Misdemeanor Warrant Entry, Officer Safety and Gun Purchases

Did you know that you could enter misdemeanor warrants into NCIC? Did you know you can enter felony warrants into NCIC even if the district attorney is unwilling to extradite the subject from another state? For years agencies have been allowed to enter misdemeanor warrants and non-extraditable felony warrants into the NCIC database, however not all Wisconsin agencies have taken advantage of these capabilities. CIB would like to offer agencies 2 reasons they may wish to change their policy and enter all allowed warrants into the NCIC nationwide database, not just the CIB statewide database.

Officer Safety. Agencies are encouraged to enter all possible wanted person records into NCIC to help keep their fellow officers and criminal justice brethren safe. For example, in most cases the wanted person does not know that the district attorney has indicated they are unwilling to extradite the subject from another state. As far as the fugitive is concerned, they believe that if they are contacted by law enforcement while they are wanted, they are going to jail. Does that mindset make the person more of a threat to the officer he encounters? Entering non-extraditable warrants, whether felony or misdemeanor, into the NCIC database ensures law enforcement officers in other states are presented with all available information on a subject, allowing them to make conscious decisions regarding officer safety.

Gun Purchases. As you may know, federal and state laws require a criminal background check on a subject before they are allowed to purchase a gun from a license dealer. Title 18 of the United State Code, Chapter 44, § 922 (g) prohibits the purchase of a firearm if the subject is a fugitive from justice.

If the weapon the subject wishes to purchase is a handgun, the Wisconsin Handgun Hotline, operated by CIB, performs a background check in accordance with state and federal laws that the person is eligible to purchase a handgun. Handgun Hotline staff perform a query of the CIB and NCIC hotfiles, in addition to other searches, to determine if the subject is wanted. If a warrant is discovered, the Handgun Hotline will confirm the warrant is still outstanding (even though the subject is not in custody) and deny the transfer of the handgun.

If the weapon the person is attempting to purchase is a long gun, such as a shotgun or rifle, the background check is performed by the National Instant Criminal Background Check System (NICS), which is operated by the FBI. NICS staff queries the NCIC hotfiles to determine if the subject is wanted, they do not have access to the CIB hotfiles wanted person database. Thus if felony or misdemeanor warrants have been entered in to CIB only, NICS staff would not be aware of the existence of these warrants, and approval to purchase a weapon may be granted to a person that would have otherwise been denied.



New License Plate Design

Beginning October 25, 2010, a new plate design became available for the Celebrate Children license plate.

The new design replaces the current plate design, which will no longer be issued. Customers with the old design may keep them or apply for replacement plates and receive the new design.

Condensed Driver's License Response



In early 2010, the Department of Transportation changed the look of driver's license responses. In particular, responses became longer, displaying many new pieces of information. While this new information can be valuable to law enforcement, users informed CIB it was not needed in all situations.

As a result, CIB and DOT have worked together to develop a new 'condensed' DOT driver response. This response provides basic demographic and status information, along with a summary of the subject's driving history. The upcoming Portal 100 service pack will include these new transactions in the Query WI Driver/Wanted status folder of the menu. Two transactions will be available: 0659 to query the condensed record by name/sex/race/date of birth and 0661 to query the condensed record by driver's license number.

When these transactions become available, agencies may wish to consider re-programming their Portal 100 hot key combinations (i.e, ALT+4) to use this condensed query.

Changes to Municipal Courts



With the recent passage of Wisconsin Act 402, it seems prudent to revisit the issue of municipal court access to the TIME System. Act 402 enacted many changes in state statutes regarding the establishment and workings of municipal courts, including specifying that municipal court personnel shall be located in an area separate and distinct from the police department and shall have a telephone number that is separate from that of any other governmental department.

402

In several recent cases, CIB has discovered municipal court personnel accessing the TIME System, including *eTIME*, after incorrectly identifying themselves as police department employees. While police department and municipal court personnel do work closely together it is important that personnel accessing the TIME System are correctly identified by agency ORI. A liability issue may be present if municipal court personnel are accessing TIME System information using the police department's ORI and a violation is found. Wisconsin has over 250 municipal courts. As criminal justice/law enforcement personnel, municipal court clerks, judges, etc. are authorized to have access to TIME System information for criminal justice/law enforcement purposes, however they must be correctly identified as court personnel and an ORI must be applied for and assigned by CIB.

Please ensure that agency personnel are correctly identifying themselves and their agency when accessing the system. Agencies may wish to review their roster of TIME System personnel to ensure it correctly lists only personnel associated with your department.

New Portal 100 Transaction



The next Portal 100 software service pack will contain a new TIME System user-requested transaction. Transaction 0755 is modeled on the standard 0781 warrant/wanted driver's license query, but instead of returning a full Wisconsin driving record response it returns a summary driving record response from DOT. Like the 0781 transaction, the transaction will also allow a user to include additional fields such as social security number, FBI number, miscellaneous number, etc. in the query.

WI Driver's License Photos



Many agencies have asked CIB the question: I can get driver's license photos from other states – why not Wisconsin? Wisconsin statute 343.237(3) specifies that requests from Wisconsin law enforcement agencies for Wisconsin driver's license photos had to be in writing, on agency letterhead, etc., thus prohibiting use of the TIME System to obtain such photos.

Times have changed, and in the 2009-2010 legislative session Wisconsin Act 167 was passed and subsequently signed by the governor. This act repealed the provisions of § 343.237(3) and created § 165.827, which requires the Wisconsin Department of Transportation to make driver's license photos available to the Wisconsin Department of Justice (DOJ) in a digital format. DOJ shall then provide them to Wisconsin law enforcement, federal law enforcement and law enforcement of other states via the TIME System.

The act becomes effective on March 1, 2011. CIB and DOT are working together to fulfill the requirements of this new law and make driver's license photos available via the TIME System. As one of the first steps, in the next Portal 100 software update, users will notice a new field on numerous transactions, the 'DOT Image Indicator' field. Once fully functional, a 'Y' for yes placed in this field will return an available driver's license photo to the requestor via the TIME System. In addition, if a Wisconsin driver's license photo is requested, purpose code and reason/attention line fields are required, specifying why the photo is requested and who specifically will be receiving it.

More details will be announced once an implementation date has been selected, but agencies may wish to begin examining their policy and practices in anticipation of this new capability.



Detainers, NCIC Style

In the past, if a warrant was entered in both CIB and NCIC and an agency wished to use the detainer function, an agency had to cancel the entry and re-enter the warrant into CIB only. Things have changed. Agencies now have the ability to place a detainer on a record that is entered in both CIB and NCIC (without having to cancel/re-enter).

A detainer can be added to a wanted person record after the person is arrested, hit confirmation has occurred and the wanted person will not be released to the agency holding the warrant.

The process for entering a detainer for a *CIB only* record has not changed.

Before an agency can add detainer information to a record which is entered in *both CIB and NCIC* the record must be in a "located" status. A locate can be placed by the agency that arrested or incarcerated the subject, indicating that the subject is being detained. The entering agency can not place a locate on their own record. If the arresting or incarcerating agency refuses to locate the record, the entering agency can request the TIME System Control Center (TSCC) to locate the record. Within five (5) days of the locate, the entering agency can proceed with the existing transactions to enter the detainer.

When detainer information is added or modified on such a record, a \$O (Incarcerating Agency Notification) message will be sent to the incarcerating agency ORI. Five (5) days prior to the Date Sentence Ends a \$P (Sentence Expiration Notification) message will be sent to the entering agency ORI.

Change to Urgent Message Notice



The last update to the Portal 100 software included the new capability to mark messages as 'urgent'. If a message is marked as urgent, when the message is received at another terminal, an audible noise is played. In addition, there will be a visual notification/pop-up displayed on the receiving terminal indicating an urgent message has arrived.

When sending an administrative message, Portal 100 software users may designate their message as 'urgent' by simply typing the word URGENT as the first item in the reference line of the message. In addition, other specific messages always carry an urgent notice.

TIME system users informed CIB that many of the messages marked as urgent, including INFO broadcasts and APBD's, contained content that was not urgent in nature. Therefore, in the next Portal 100 software service pack, the urgent message notification feature has been modified. Only hit confirmation requests/responses will automatically trigger the urgent notification. Users may continue to specifically designate their administrative message as 'urgent' as directed in the previous paragraph.

How Are You Listed?

How do you locate contact information for another law enforcement agency? What is their ORI? Telephone number? Fax? Users may consult the Wisconsin Law Enforcement Directory to obtain such information, but what if the agency is located in another state? You may use Google and find basics, but no ORI information. What to do?



There are 2 files TIME System users can use to access such information: The NLETS ORION files and the NCIC ORI files. Queries for both files can be found on the Portal 100 menu in the folder titled 'NLETS/NCIC Special Messages'.

A new feature has recently been made available in the NCIC ORI files. Agency users can now add a general email address to their agency listing by using TIME System transaction 0731, Modify NCIC ORI Email Address. Wisconsin agencies may wish to update their ORI listing with an email address to facilitate email communication with other law enforcement agencies.

eTIME Browser Blocks

Some agencies have been hesitant to allow their personnel to use the eTIME browser client, expressing concerns about the possibility of an employee improperly accessing the eTIME browser application from home. A solution has been found.



CIB now has the ability to allow an agency to restrict access to the eTIME browser client to a specific IP address or range of IP addresses. This means an agency can specify that the eTIME browser client could only be used from computers within their agency network, effectively blocking employees from accessing eTIME from home, an internet café, etc. Agencies interested in taking advantage of this feature must contact TIME System Operations Coordinator Chris Kalina, who will obtain the needed information and work with the agency to schedule the needed configuration changes CIB's applications.

Nlets New NLETS Transaction: License Plate Reader Information

As license plate recognition (LPR) systems become more prevalent in Wisconsin and throughout the country, agencies are discovering LPR data can be useful for investigative as well as patrol and parking enforcement purposes. NLETS now provides TIME System users with access to LPR data from the US Customs and Border Protection Systems.

Because of the benefit of providing investigative information regarding stolen vehicles and other criminal activity, Customs and Border Protection provides data to the National Insurance Crime Bureau (NICB) from their license plate recognition systems installed at ports of entry between the US and Mexico and the US and Canada. Thanks to NICB and Customs and Border Patrol, this information is now available to NLETS users. NLETS users can now run a special query to receive a list of when and where a vehicle has crossed the US border in the last 12 months. Not every border crossing has an LPR system installed.

In addition, NLETS has partnered with National Vehicle Services and others to provide law enforcement agencies with access to a database of LPR data from private LPR systems, including parking garages, toll-way systems, towing companies, etc.

A new transaction, 0369, has been developed for the TIME System to allow users to query these databases. The upcoming Portal 100 service pack will include this transaction in the 'NLETS/NCIC Special Messages' section of the menu.



New Program & Policy Analyst

The Crime Information Bureau welcomes Sara Phelan as a Program and Policy Analyst within the TIME & Technical Services Unit. Sara transferred from the Image & Archive Unit where she was a Criminal History Records Specialist for the past 4 years. Prior to coming to CIB Sara spent 7 years with St. Mary's Hospital in Milwaukee as a Patient Service Representative and Health Unit Coordinator.

In her free time, Sara spends time with friends and family. She volunteers for the Badger Chapter of the American Red Cross as a disaster action team member where she responds to local disasters and does disaster training. Sara recently traveled to Haiti (March 2010) to assist with the earthquake relief efforts. Sara joins Colleen Seifert, Chris Kalina and Mary Moroney on the technical side of the TIME & Technical Services Unit.



Possible eTIME Issues

Agencies occasionally report problems when logging into or using the eTIME browser client. For example, while logging in to the eTIME browser, the user will get kicked back to the log in page after the authentication process begins. The user may be able to log into the eTIME browser, but then gets kicked back to the log in page when they click on a link.

eTIME users need to remember because the eTIME Browser uses your agency's Internet connection,

any updates or changes to the computer or agency computer network may affect how your Internet browser, and thus how the *e*TIME browser client, works. If you experience problems using the *e*TIME browser client, please contact your IT/information services department to verify that no changes have been made to the computer or network that may be affecting performance. Some computer/network updates or changes are programmed to happen automatically or on a schedule you may not be aware of.

Also, agencies with multiple internet connections should make sure that your routers use only one internet connection when sending information to the TIME System via the *e*TIME browser. If your agency is using a load balancer, please make sure that all requests have the same outbound IP address after the session is established. Failure to do so may cause problems in ensuring the proper responses are received.

Juvenile Probation/Parole

In May, 2010 the Wisconsin Department of Corrections (DOC) implemented a change to their probation and parole file. DOC added information on juveniles who are under Department of Corrections supervision. Prior to these changes only adult records were entered into the Probation/Parole file.



A juvenile probation/parole record will have the following caveat:

***** STATE JUVENILE SUPERVISION *****

*** ALL JUVENILE INFORMATION IN DEPARTMENT OF CORRECTIONS/DIVISION OF JUVENILE CORRECTIONS IS TO BE CONSIDERED CONFIDENTIAL.

DO NOT RELEASE ANY INFORMATION WITHOUT PROPER AUTHORIZATION. ***

More Help Available



While there is no one magic 'help' key on your computer, savvy TIME System users know that detailed help information is available from the NLETS Help Files. NLETS recently made 3 new help files available to users: NLFLYHELP, IPADHELP, and NLLPRHELP.

NLYFLYHELP provides agencies with helpful information to aid them in completing the required administrative message sent to the Transportation Security Administration when a law enforcement officer needs to fly while armed.

IPADHELP provides agencies with information regarding available INTERPOL queries and contact information for the INTERPOL US National Central Bureau.

NLLPRHELP contains information answering frequently asked questions about NLETS license plate recognition queries described in detail in another article in this newsletter.

The Portal 100 software will be updated to include these new help choices; until that time agencies may still request these help files by inputting the help file address and clicking 'ignore' on any Portal 100 error message that pops up.



CJIS Security Policy Deadline Has Passed

TIME System users, especially agency TACs and information services personnel, should be aware that a key deadline has passed regarding the FBI's Criminal Justice Information Services (CJIS) security Policy.

September 30, 2010 was the deadline for agencies connected to/accessing NCIC to come into compliance with the use of secure passwords, personal/software based firewalls for wireless devices, certain transmission methods requiring encryption of NCIC information to meet the FIPS 140-2 NIST certification standard, and advanced authentication requirements for certain transmission methods.

In addition, changes to the CJIS security policy earlier in 2010 changed the requirement for security awareness training from every 3 years to every 2 years. Additional requirements were put in place regarding the need for inactivity locks, user lockout after failed login attempts, and least privilege. These changes also clarified that the use of VPNs to meet advanced authentication requirements must involve the use of IPSec, and will only be allowed until 2013.

NCIC Images

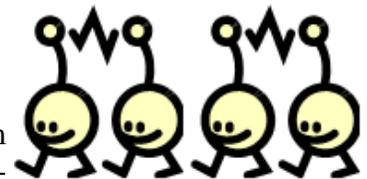


They say a picture is worth a thousand words, and it seems TIME System agencies are starting to agree. In the first eight months of 2010, TIME System agencies entered nearly 30 times more images into the NCIC database than they did in the same period in 2009. However, the overall number of images entered to NCIC by Wisconsin agencies remains low when compared to other states.

Agencies are reminded that an image may be entered into NCIC and associated with an NCIC wanted person, missing person, stolen vehicle, and numerous other types of NCIC records. In addition, remember that on all standard queries the 'NCIC Image Indicator' field can be changed to 'Y' for yes, and any images associated with returned responses will be returned as part of the response, displayed right in the Portal 100 software screen.

Images make it easier to identify the correct wanted person/missing person/stolen vehicle, etc. Would you recognize the man in the mugshot above (Unabomber Ted Kaczynski) if all the information you had was a physical description of a male/white, 5'09, 140 lbs, with brown hair/eyes???

Running Multiples



Did you know you could run multiples? Many TIME System users seem to be unaware of 2 special transactions available on the Portal 100 software: the 5781 transaction and the 1173 transaction.

The 1173 transaction allows you to input & run up to 10 Wisconsin license plates/vehicle registrations in one screen. Transaction 5781 allows a user to input and run a standard warrant/wanted/Wisconsin driver's license query on up to 5 persons. Keep the transactions in mind, they can be very helpful to use when you have lengthy lists of plates or people to run, such as for parking enforcement, etc...