



TIME SYSTEM NEWSLETTER

A Newsletter for the Crime Information Bureau Published by the Wisconsin Department of Justice

January 2023

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Message from our Director

Last year was a very busy year for CIB and our TIME System users. The TIME System is heavily used every day. The average transactions per day for 2022 was 159,369, this is up from 151,580 in 2021. There are over 13,500 workstations in Wisconsin that connect to the TIME System.

Over the next two years the CJIS Division at the FBI will be working to modernize the CJIS Security Policy with a goal of a final completely revised policy in the Spring of 2025. On December 7, 2022, version 5.9.2 was released. CIB is currently reviewing the changes and how it may impact our users.

I am very happy to announce the return of the CIB Conference in September of 2023. The conference is scheduled for the week of September 18th at the Radisson Hotel & Conference Center in Green Bay. The final dates will be announced in late April or early May. Please mark your calendars!

One of CIB’s goals for 2023 is to return to publishing newsletters at least once per quarter. We welcome your feedback and ideas for new articles. As the Director of CIB, I also welcome your feedback on what CIB is doing well, but also what we can do to improve.

Thank You!

Brad

CJIS Security Policy Updates

Version 5.9.2 has arrived!

The newest update to the CJIS Security Policy was published December 7, 2022. The newest update of the CJIS Security Policy, marks the beginning of the modernization of the policy. The FBI will be revising and updating the policy section by section as well as adding new sections. The FBI estimates that there will be two policy updates per year while this process is ongoing, with the final update to version 6.0 anticipated for Spring 2025. Be on the lookout for more information on this in the 2023 In-Service Training.

“Kayleigh’s Law”

Non-Expiring Protection Orders

A new law was passed in Wisconsin that allows for the entry of permanent or non-expiring protection orders for victims of sexual assault. Kayleigh’s Law was signed into law with 2021 Wisconsin Act 256. Kayleigh’s law amends statutes that govern the expiration limits of injunctions.

The victim may request that a protection order be issued permanently to ensure the victim will not have to face their abuser again. This law is applicable for domestic abuse injunctions, child abuse injunctions, individuals at risk (vulnerable adult) injunctions, and harassment injunctions.

Currently, the TIME System does not allow entry of a non-expiring protection order. In order to enter these new permanent non-expiring protection orders, agencies should enter the expiration date of December 31, 2150. Agencies may also include in the MIS Remarks that the protection order is non-expiring.

Person With Information

PWIs Can Assist in Locating Missing Persons

How is adding a Person with Information to a Missing Person entry helpful in locating a missing individual?

A potential example is, an officer pulls over a driver for speeding. When the officer approaches the vehicle, they notice an infant in the backseat. How do they determine if it is the child of the driver? What are the chances the officer will be able to obtain the necessary documents to identify the child and determine if they are missing?

A Person with Information (PWI) is a person who may have information regarding the location of a missing person. The TIME system has the capability to add two PWIs to a missing person entry. When a PWI is queried (drivers query, criminal history query, etc.) the missing person entry that includes the PWI will also be returned with the response. This can provide a valuable investigative lead to the officer and may lead to the return of a missing person.

To add a PWI to a missing person the following criteria must be met.

- The missing person was last seen under circumstances that pose a risk to the safety of that person. PWI information may only be added to missing person records in the endangered or involuntary categories. 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.
- The PWI entry must include agency contact information and guidance for the officer who encounters the PWI.

Adding DNR Information to Person Entries

One source of data that is often overlooked in person entries are the DNR files. When users query 0781 or 1781 in Portal 100, they will not receive a response back from DNR files. The user will have to do a separate query on the DNR Person files to obtain this information. This can be a great investigative tool as it can provide a phone number, an address, physical descriptors, etc. which can be especially helpful if the person does not have a driver’s license or ID card. If the individual has a DNR Customer ID number, the agency can enter that Customer ID number as a Miscellaneous ID number using the prefix “PI” whenever making a person entry. This may be helpful in confirming the identity of an individual. DNR files also show citation history for the individual, which may provide information that the subject has access to weapons (bow or gun hunting). DNR files also provide information on any DNR vehicles that may be registered to that individual (boats, snowmobiles, ATVs, etc.). Be

sure to keep DNR files in mind when querying for max data. Querying the information could give you a break in your case.

NICS Denial Notification

\$H For NICS Denied

Beginning on September 26, 2022, agencies may have seen a new unsolicited “\$” message from NCIC. This new unsolicited message, \$.NDN, is a NICS Denial Notification.

These notifications are sent to agencies when an individual is denied the purchase of a firearm by NICS within an agency’s jurisdiction. The unsolicited message will be sent to the agency’s main terminal informing them of the denial. The message will include the name, demographic information of the individual who was denied, the reason for the denial, and where the attempted purchase was made.

It is at the agency’s discretion to determine if action needs to be taken based on the message. Please reach out to the DOJ Firearms Unit with any questions.

Here is a sample message:

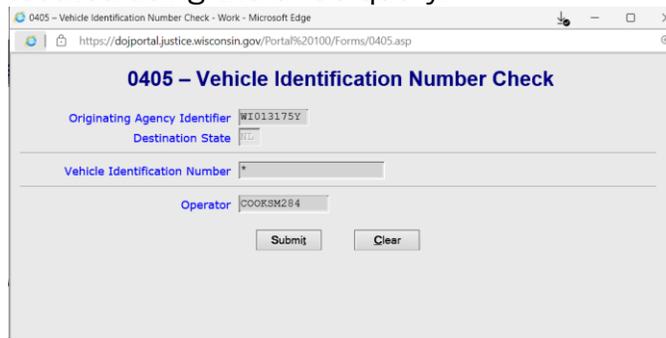
```
*****
*****
FIREARM DENIAL NOTICE:
A PERSON PURCHASING/RESIDING IN YOUR
JURISDICTION WAS RECENTLY DENIED THE
TRANSFER OF HANDGUN
*****
*****
THE FBI ENCOURAGES YOU TO CONTACT YOUR
LOCAL BUREAU OF ALCOHOL, TOBACCO, FIREARMS
AND EXPLOSIVES OFFICE PRIOR TO TAKING ACTION.
CHARLESTON ATF, 304-234-5678
THENATIONAL INSTANT CRIMINAL BACKGROUND
CHECK SYSTEM (NICS) SECTION CONDUCTED A
NAME SEARCH USING DESCRIPTIVE DATA, NOT
FINGERPRINTS, FOR A FIREARM BACKGROUND
```

CHECK WHICH WAS DENIED ON 4/26/2022, 02:02:23PM FOR:

NAME: DOE, JOHN L. NTN: 102356748
 SEX: M RACE: W DATE OF BIRTH: 10-11-1990
 PLACE OF BIRTH: WV
 HEIGHT: 6'1" WEIGHT: 185 SOCIAL SECURITY NUMBER: 123-45-6789
 RESIDENCE ADDRESS: 456 AMERICAN WAY, APPLE PIE, APPLE PIE COUNTY, WV 22445
 INFORMATION RECEIVED INDICATES THE ATTEMPTED PURCHASER IS PROHIBITED FROM RECEIVING OR POSSESSING FIREARMS IN THE STATE OF PURCHASE AND/OR STATE OR RESIDENCE, BASED ON:
 SUBJECT OF QUALIFYING PROTECTION ORDER THE ATTEMPTED PURCHASE OCCURRED AT:
 FIREARM DEALER: USA ARMS
 ADDRESS: 123 MAIN STREET, HOMETOWN, HOMETOWN COUNTY WV, 23456
 PHONE: 304-625-1002
 SHOULD YOU HAVE QUESTIONS REGARDING THIS NOTIFICATION, PLEASE VISIT: (Web address will be inserted when established WWW.FBI.GOV)
 THIS NOTIFICATION WAS ALSO PROVIDED TO THE FOLLOWING ORI(S):
 WV0470150 SO APPLE PIE COUNTY 304-478-0000
 WV0625630 PD HOMETOWN 304-457-0000

Information tied to it that can be used for entry. Some examples of types of vehicles that may not be registered through DOT, but are searchable are trailers, snowmobiles, ATVs, etc.

So, prior to entering stolen/missing vehicles into the TIME system, please remember to use the 0405 query to find additional data. The user may need to check the NCIC Code Manual to find the correct make/model codes that were located using the 0405 query.



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/0405 1692 3CC5E2B4 WI013175Y
NLET 299923 13 10/19/22 13:48 01 OF 02
GVR.NL0000000
11:48 10/19/2022 57215
11:48 10/19/2022 27066 WI013175Y
*00299923XX
TXT
VEHICLE DATA
VIN: 112233MKLS908756
Vehicle Type: TRAILER
Make: EAGER BEAVER
Model Year: 1995
Transmission Type: Not Applicable
Adaptive Cruise Control: Not Applicable
Adaptive Driving Beam: Not Applicable
Additional Information: 0= standard length , 2= 2ft 0" longer than standard etc and letters will represent shorter
deck length i.e A= 1 ft 0" shorter, B = 2 ft shorter etc
Air Bag Location Curtain: Not Applicable
Air Bag Location Front: Not Applicable
Air Bag Location Knee: Not Applicable
Air Bag Location Seat Cushion: Not Applicable
Air Bag Location Side: Not Applicable
Anti Lock Brakes: Not Applicable
Automatic Pedestrian Alerting Sound: Not Applicable
Automatic Reverse System: Not Applicable
Battery Type: Not Applicable
Bed Type: Not Applicable
Blind Spot Monitoring: Not Applicable
Body Cab Type: Not Applicable
Bus Type: Not Applicable
Bus Floor Configuration: Not Applicable
CAN_AACN: Not Applicable
    
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Portal Form 0405

Vehicle Identification Number Check

When entering a vehicle into the TIME system, some agencies think that they only have the report/vehicle title information to use as supporting documentation; however, there is another source in which users can obtain information on the vehicle. The Vehicle Identification Number Check form in Portal (0405 query) allows a user to query the VIN attached to a vehicle and obtain information such as: vehicle type, make, model, model year, manufacturer location, body type, physical descriptors, etc. Even if a vehicle is not registered with the Department of Transportation, the VIN may have information

DOT Update

End of Month Registrations

Wisconsin DMV has recently implemented changes to the expiration date when issuing new registration for several types of vehicles. Included in this new change are autocycles, automobiles, dual-purpose farm vehicles or dual-purpose vehicles (8,000 pounds or less),

and light trucks. Other registration types are not affected by this change.

DMV's new policy went into effect on September 11, 2022. New registration and renewal dates for the previously mentioned vehicle types will consist of the month in which the vehicle was first registered. The registration will then expire the last day of that same month, the following year. For example, a light truck first registered October 5, 2022, will have a registration expiration of October 31, 2023.

Current registrations will not have their expiration date advanced until the registration is renewed. Due to individual registration's renewal habits, it could take until January 2024 or possibly later for all current automobile registrations that expire on a day other than the last day of the month to advance to the last day of the expiration month.

Auto-Cycle Expiration & Plate Design Updates

DOT has announced a new expiration date system for autocycle registrations. Prior to September 2022, autocycles were registered on an annual basis with all autocycle registrations expiring April 30. Autocycle (ACY) plate designs have "APR" printed on the plate.

Beginning on September 11, 2022, DMV announced the change to autocycle registrations expiring on a monthly basis. Plates now expire on the last date of the month of registration. A new plate design was also announced where the "APR" will no longer be printed on the plate.

New autocycle plates will be issued starting in September 2022. The new plates will have a white background with black numbers and letters. "Autocycle" is printed at the top of the

plates; "WIS" is printed at the bottom center of the plates.

The autocycle plates printed with APR continue to be valid for use on vehicles, provided they have valid registration. DMV will reissue plates where the registration expiration is not April of each year.



New Plate Type Code: Fleet Plates!

Beginning on December 1, 2022, a new plate type is available from DOT. This new plate type, fleet plates, are issued to eMV fleet customers only. There are no special parking privileges associated with fleet plates.

The new fleet license plates will have a white background with green and blue details with blue numbers and letters. "Wisconsin" is printed at the top and "Fleet" is printed at the bottom of the plates.

To query a fleet plate, use license plate type code "FL". To enter a fleet plate as lost or stolen, use license plate type code "CO" (commercial).



Record Retention

What Do I Need to Keep on File?

Do I really need to keep everything I query for an entry? How long must I keep it?

CIB requires that you keep certain documentation in your case file to support any active entry into the TIME System. You must keep any responses that support entry of certain information into your entry. If you query a subject's CHRI and find aliases, social security numbers, and scars, marks, and tattoos that you enter, you must keep a copy of the CHRI in your case file for documentation or document the State ID number/FBI number of the record so it can be queried to find the information again.

One response you should always keep is a DOT return. If you are entering a stolen license plate and the expiration year of the plate is listed as 2022, you will need to retain this documentation. If the owner goes to DOT and gets a new plate number, DOT will cancel the stolen registration and associate the new plate information with the vehicle. But querying the stolen registration will return a new expiration date from the new registration. Keeping the original query response for DOT will show that you entered the stolen license plate with the correct year of expiration during an audit.

CIB does not require that you keep all documentation for entries forever. Once an

entry is removed from the TIME System, CIB no longer has retention requirements for the documentation. You can use your agency's retention schedule to determine when to destroy documentation. It might be beneficial to keep documentation for an old entry if a new entry of the same item or warrant is being made to show that it was entered previously.

CIB Contacts

	<u>Name</u>	<u>Telephone</u>	<u>Fax Number</u>	<u>Email</u>
Director	Bradley Rollo	608-264-8134	608-267-1338	rollobr@doj.state.wi.us
Deputy Director-TIME System/Criminal History	Katie Schuh	608-266-0335	608-267-1338	schuhkr@doj.state.wi.us
Deputy Director-Firearms	Andrew Nowlan	608-267-2776	608-267-1338	nowlanam@doj.state.wi.us
TIME & Technical Services Manager	Vacant		608-267-1338	
Training Officer - Senior	Emily Freshcorn	608-261-5800	608-267-1338	freshcornek@doj.state.wi.us
Training Officer	Sarah Cook	608-261-7667	608-267-1338	cooksm@doj.state.wi.us
Training Officer	Ben Brandner	608-266-9341	608-267-1338	brandnerb@doj.state.wi.us
TIME Systems Operations Manager	Brian Kalinoski	608-266-7394	608-267-1338	kalinoskibt@doj.state.wi.us
TIME Analyst	Sarah Steindorf	608-261-8135	608-267-1338	steindorfsr@doj.state.wi.us
TIME Analyst	Vacant	608-266-7792	608-267-1338	
TIME Analyst	Zach Polachek	608-264-9470	608-267-1338	polachekzd@doj.state.wi.us
TIME Analyst	Jeanette Devereaux-Weber	608-266-2426	608-267-1338	devereauxweberjd@doj.state.wi.us
TIME System Audits				cibaudit@doj.state.wi.us
TIME Billing			608-267-1338	timebilling@doj.state.wi.us
AFIS Operations Manager	Adrianna Bast	414-382-7500	414-382-7507	bastar@doj.state.wi.us
Criminal History Section Record Check & Criminal Records	Craig Thering	608-261-6267	608-267-1338	theringcd@doj.state.wi.us
	Brandon Smith	608-266-0872	608-267-1338	smithbp@doj.state.wi.us
Firearms Unit	Jen Garske	608-264-6373	608-267-1338	garskejt@doj.state.wi.us
	Mike Worth	608-261-8104	608-267-1338	worthmj@doj.state.wi.us
TRAIN		608-266-7792	608-267-1338	CIBTrain@doj.state.wi.us
TSCC		608-266-7633	608-266-6924	
WORCS		608-266-7314		cibrecordcheck@doj.state.wi.us
WILEnet		608-266-8800		wilenet@doj.state.wi.us

Check the WILEnet website for additional data at <https://wilenet.widj.gov/>

Resources

<u>Name</u>	<u>Telephone/Website</u>	<u>Terminal Identifier</u>	<u>Email/Fax</u>
National Crime Information Center (NCIC)			
Recalls	304-625-3000		ioau@leo.gov
Hits to Wants	304-625-9245		304-625-9899
WI Division of Criminal Investigation (DCI)			
General	608-266-1671		
AMBER/Silver Alerts	844-WSP-HELP		info@wisconsincrimealert.gov
International Justice and Public Safety Information Sharing Network (Nlets)			
Control Center	800-528-4020		helpdesk@nlets.org
WI Crime Information Bureau (CIB)			
TIME System Control Center	608-266-7633	TSCC	
Training, Policies & Manuals	www.wilenet.widj.gov		
Fingerprint card requests	See link below		
WI Recalls			cibtrain@doj.state.wi.us
WI Dept of Corrections (DOC)			
Community Corrections	608-240-5300		
Central Records	608-240-3750		
Monitoring Center	888-222-4362		
WI Dept of Natural Resources (DNR)			
Enforcement	608-266-2141	WDNR	
Registration	608-266-2621	RDNR	
WI Dept of Transportation			
Vehicle Records	608-264-7447	WREG	
Driver's Records	608-264-7049	WOLN	driverrecords.dmv@dot.state.wi.us
National Center for Missing or Exploited Children (NCMEC)	800-THE-LOST www.missingkids.com	VA007019W	
National Insurance Crime Bureau (NICB)	847-544-7000	ILNICB000	investigativeassistance@NICB.org
WI Clearinghouse for Missing & Exploited Children & Adults	800-THE-HOPE		wimissingpersons@doj.state.wi.us
WI Consolidated Court Access (CCAP)	https://wcca.wicourts.gov/		
US I.C.E. Bulk Cash Smuggling Center (BCSC)	866-981-5332	VTICE1600	
Fingerprint card requests	https://forms.fbi.gov/cjis-fingerprinting-supply-requisition-form		



2023 CIB Conference Radisson Hotel & Conference Center Green Bay, WI

We are pleased to announce the return of the CIB Conference in 2023 during the week of September 18, 2023. Actual dates will be set once the Green Bay Packer schedule is released for the 2023 year. Our preferred dates will be September 20 – 22, 2023 if there is not a Thursday night game during this week.

Look for the return of some great plenary speakers and breakout sessions to include such topics as:

- NLETS
- School Safety
- CJIS
- Officer and Dispatcher Wellness programs
- Chaplains in your Agency
- Cybersecurity
- UCR and Use of Force Data
- And of course, updates from TIME & Tech, Firearms, and the Criminal History units

