

# Identification Newsletter Crime Information Bureau



## MIGRATING MINUTIA

As you will read elsewhere in this issue, there are organizational changes ahead for the Crime Information Bureau. Many of you facing budget challenges will understand that sometimes a fresh perspective brings about good ideas.

The business of 10-print fingerprint identification has been separated from latent fingerprint identification since CIB was created in 1969. CIB was created to be a central repository of criminal records. The mechanics of handling paper fingerprint cards, making identifications with a magnifying lens, and storing records in file cabinets meant that *records* and *identification* had to be co-located.

Today, the "central repository of criminal records" is largely electronic. Sure, we have mountains of paper in our filing rooms, but all new criminal records are stored electronically. For the first time in the history of CIB, we are no longer printing a paper copy of a *master* fingerprint card. These can easily be produced from our electronic archive on demand. So the time has come to realize efficiency by putting the technical process of fingerprint identification -- both 10-print identification and latent searching -- under a single organizational unit. Read about it more in the pages to follow.

CIB is losing Curt Bauer and his fine staff of technical experts. They've seen a lot of changes in the past 10 years -- an Automated Fingerprint Identification System, discarding the Henry classification system, electronic records, and "lights out" identification of repeat customers. Recently, they've taken on preliminary verification of 10-print and palm prints searched against the unsolved latent case prints. This is just another step. 10-print identification will continue as it has in the past, just from a different location. No criminal arrest information will go into the Computerized Criminal History database without positive fingerprint identification.

Curt and staff won't be very far away, and all of us in the Division of Law Enforcement Services will be doing our best to assure the continuity of service that you expect.

--Gerry Coleman, Director

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**AFIS/FINGERPRINT IDENTIFICATION SECTION  
MOVES TO THE MADISON CRIME LAB**

The AFIS/Fingerprint Identification Section of the Crime Information Bureau will be moving to the Madison Crime Laboratory, located on University Avenue in Madison, sometime in late spring or early summer of 2004. Along with the many changes that will take place with this move, this section will now be known as the Technical Identification Section and will be under the Crime Laboratory rather than CIB.

How does this move impact your agencies? Here are a few processes we've identified that may impact your agency.

***\*You've found what you suspect is a duplicate State ID Number (SID#)*** – Please call either (608-266-9561) or fax (608-261-0660) or email: [luxka@doj.state.wi.us](mailto:luxka@doj.state.wi.us) with the information on the two SID#'s in question. CIB staff will reply back with the correct SID# that will be maintained on file. You may also mail your request to CIB, 17 West Main St., P.O. Box 2718, Madison, WI 53701-2718, Attn: Criminal Records Unit.

***\*You need certified copies of a fingerprint card and/or photograph*** – Please call either (608-266-9585) or fax (608-261-0660) or email: [herefordca@doj.state.wi.us](mailto:herefordca@doj.state.wi.us) with information you are requesting. Full name, sex/race, birth date and SID#, if available, is needed along with a return mailing address for this type of request. You may also mail your request to CIB, 17 West Main St., P.O. Box 2718, Madison, WI 53701-2718, Attn: Support Services.

***\*You need to change information on a fingerprint record sent to CIB*** – Please call either (608-266-9561) or fax (608-261-0660) or email: [luxka@doj.state.wi.us](mailto:luxka@doj.state.wi.us) with both the information that was sent incorrectly and the correct information that needs to be added on the arrest record. You may also mail your request to CIB, 17 West Main St., P.O. Box 2718, Madison, WI 53701-2718, Attn: Criminal Records Unit.

***\*You work for Corrections, Probation & Parole, and need a copy of fingerprints and photograph of an individual on file at CIB*** – Please call either (608-266-9585) or fax (608-261-0660) or email: [herefordca@doj.state.wi.us](mailto:herefordca@doj.state.wi.us) with information you are requesting. Full name, sex/race, birth date and SID#, if available, is needed along with a return mailing address for this type of request. You may also mail your request to CIB, 17 West Main St., P.O. Box 2718, Madison, WI 53701-2718, Attn: Support Services.

***\*You're either a new WDOJ employee, law clerk or other applicant who needs fingerprints taken for background check*** – Please call either (608-266-9398) or fax (608-267-4558) or email: [simeka@doj.state.wi.us](mailto:simeka@doj.state.wi.us) to setup an appointment to be fingerprinted.

***\*Submitting "Test Records" to CIB*** – Please contact Sandie Schultz at (608-264-9490) or email: [schultzsd@doj.state.wi.us](mailto:schultzsd@doj.state.wi.us), [bauercj@doj.state.wi.us](mailto:bauercj@doj.state.wi.us), and [larsondb@doj.state.wi.us](mailto:larsondb@doj.state.wi.us).

## AFIS/FINGERPRINT IDENTIFICATION SECTION MOVES TO THE MADISON CRIME LAB

***\*"Rush" AFIS Search Request*** – Please call either (608-266-2031) or fax (608-267-8935) or email: [bauercj@doj.state.wi.us](mailto:bauercj@doj.state.wi.us) and/or [larsondb@doj.state.wi.us](mailto:larsondb@doj.state.wi.us) with search request information. If record is being sent electronically a "TCN" is needed for tracking record through the AFIS. If faxing the prints to be searched, two copies of the prints need to be sent. A one-to-one copy along with an enlarged copy (144%) of the fingerprints with a call back number and name for the AFIS search results.

***\*Fingerprint Comparison Requests*** – Please call either (608-266-2031) or fax (608-267-8935) or email: [bauercj@doj.state.wi.us](mailto:bauercj@doj.state.wi.us) and/or [larsondb@doj.state.wi.us](mailto:larsondb@doj.state.wi.us) with the information that is being requested. Include SID#'s, if available, full name, sex/race, and date-of-birth for record(s). If faxing fingerprint(s) for comparison send a one-to-one copy along with an enlarge copy (144%) with a call back number and name for the comparison results. Please note if the final comparison report needs to be certified. You may also mail your request to Madison Crime Laboratory, 4706 University Avenue, Madison, WI 53705-2157, and Attn: Technical Identification Section.

***AFIS Related Questions*** – Please contact Curt Bauer at (608-266-2031) or fax (608-267-8935) or email: [bauercj@doj.state.wi.us](mailto:bauercj@doj.state.wi.us). You may also mail your request to Madison Crime Laboratory, 4706 University Avenue, Madison, WI 53705-2157, and Attn: Technical Identification Section/AFIS Supervisor.

Additional details will be forthcoming. CIB will announce the final dates of when this move will take place and any other changes to work policy that may affect your agencies, as it becomes available.

We want to thank you for your time and patience during this transition period. If you should have any questions regarding this move, please contact Curt Bauer by email at: [bauercj@doj.state.wi.us](mailto:bauercj@doj.state.wi.us).



## CJIS NEWS - THE NATIONAL REPOSITORY

The FBI's Criminal Justice Information Services (CJIS) Division in Clarksburg, West Virginia serves as the nation's central repository for fingerprint identification and criminal history record information (CHRI). The CJIS Division maintains CHRI based upon fingerprints contributed by law enforcement agencies, tribal police, and other criminal justice agencies.

The Identification and Investigative Services Section (IISS) serves as the guardian of the repository by providing fingerprint identification services and national criminal history file maintenance. The IISS processes approximately 41,000 ten-print fingerprint submissions daily.

## CJIS NEWS - ELECTRONIC APPLICANT TRANSACTION TYPES

Today, Wisconsin doesn't accept electronic applicants. However, we anticipate the ability to accept these electronically later this year where Non-Federal Applicant User Fee (NFUF) and Miscellaneous Applicant Civil (MAP) transaction types will be used.

The spring 2003 Advisory Policy Board (APB) Identification Services Subcommittee requested the Criminal Justice Information Services Division (CJIS) Division define the Integrated Automated Fingerprint Identification System (IAFIS) Types of Transactions (TOTs) to be used when conducting background checks.

The Non-Federal Applicant User Fee (NFUF) transaction should be used when conducting background checks for contract criminal justice employment and licensing where contributors are charged a fee. Examples would be state and federal banking institutions and regulatory agencies such as stock exchanges, bankers associations, securities dealers, the Nuclear Regulatory Commission, the Securities and Exchange Commission, and racing or gaming control boards. The purpose for submitting these requests is to determine whether an individual who has applied for a license or employment has a criminal history.

The Miscellaneous Applicant Civil (MAP) transaction should be used when submissions are no-charge submissions for non-federal law enforcement and criminal justice employment. Examples of such contributions include police and sheriff's offices, district attorney offices, juvenile probation offices, prisons, and criminal history repositories.

**Note:** Employees of a contractor, while performing an administration of criminal justice function, do not become criminal justice employees. They remain employees of the private contractor, and are considered private employees regardless of assignment.



## **DNA KITS - WHERE SHOULD AGENCIES OBTAIN THEM?**

DNA kits are used by Wisconsin agencies to collect samples from crime scenes, examine sexual assault victims, or collect DNA from a convicted felon. Accordingly, there are several types of DNA kits.

DNA kits (oral swabs), used to collect **samples from convicted felons**, can be obtained by calling the Milwaukee Crime Lab at (414)-382-7500. Please ask for Tanya Glover. If Ms. Glover is not available, ask to speak with other staff in the DNA Databank. These kits are provided at no cost.

DNA kits used to collect **stains or fluids from crime scenes** are available from the lab your agency submits samples to. There is a minimal cost for these kits. Call your local lab for pricing specifications.

**DNA kits used to examine sexual assault victims and suspects** are also available from your local lab for a nominal fee.

Convicted offender kits continue to be provided by a private vendor. However, they are not meant for general distribution.

Madison Crime Lab	(608)267-1303
Milwaukee Crime Lab	(414)382-7507
Wausau Crime Lab	(715)848-5833

The Crime Labs are exploring the possibility of having each of the saleable kits distributed by a private vendor; however, no decision on this has been made.

## **NEW JUSTICE TECHNOLOGY RESOURCE**

**What is the JTRC?** The Justice Technology Resource Center is operated by SEARCH, The National Consortium for Justice Information and Statistics, through funding from the Bureau of Justice Statistics, U.S. Department of Justice. It's an online source for justice information technology software, consulting services and procurement needs. It's where justice practitioners can find valuable resources to simplify and streamline software research and procurement processes.

The JTRC offers agencies the ability to research justice software solutions, review procurement documents prepared by peer agencies and download them as templates, and become a reference for software products assisting other agencies in their research.

The Justice Technology Resource Center is now available at <http://www.search.org/jtrc>

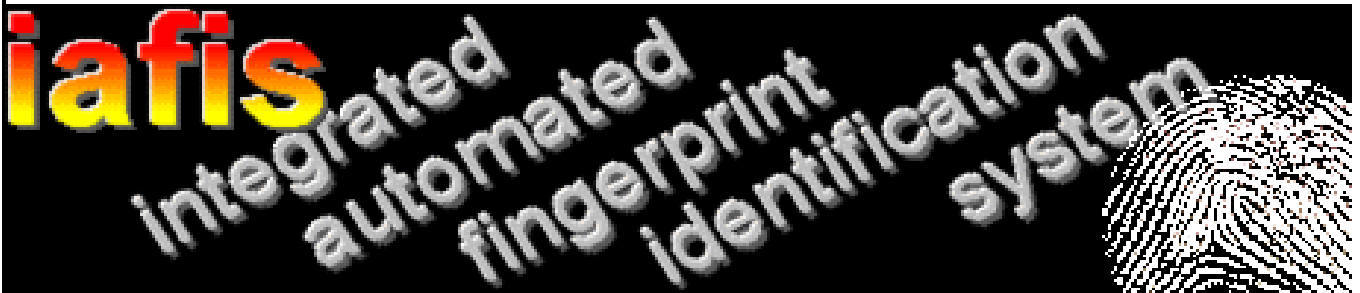
You'll need to register as a new user here: <http://www.jtrc.search.org/Home.aspx>

## **CCH CHANGES:**

Historically, approximately 65% of criminal records contributed to the Crime Information Bureau were sent to the FBI as criterion offenses for a federal search. Last year the FBI began accepting non-criterion offenses for searching against the Integrated Automated Fingerprint Identification System (IAFIS). While they don't retain all of the offenses contributed, they accept, and conduct a search of all fingerprint records forwarded to them. CIB recently changed the criminal history database to forward all records contributed to the FBI for a federal search. If the FBI identifies the fingerprints as belonging to an individual with a criminal record in another state, an identification will be returned to the contributor. This change will result in additional positive identifications for local law enforcement agencies.

CCH was also changed to not send a command to the print server to print new master SIDs. Instead, these new master SIDs can be printed upon demand from the new archival system.

CCH logic was also changed to check the electronic fingerprint record to make certain it contains additional values like booking Core Number and controlling agency ORI. If these fields are absent, the record is sent to a queue for CIB staff to manually reconcile.



## **CONTRIBUTING TEST RECORDS**

Law enforcement agencies with cardscan and livescan equipment have a need to occasionally contribute test records to the Crime Information Bureau. Periodically a law enforcement agency will call *after* they've contributed a test record, asking us to delete the record. With the state of automation, often the record has already been processed, and forwarded to the FBI. A Deputy, vendor, or Booking Clerk may contribute their fingerprints and create a criminal history record that contains their fingerprints and false arrest information. Sometimes it's difficult, or time consuming, to remove these records from the many databases they populate.

Therefore, we ask you preface sending test records to the Crime Information Bureau with telephone call. We can provide you with specific information that prevents test records from being forwarded to the FBI. Please contact AFIS Operations Manager, Curt Bauer at (608)266-7598, AFIS Expert, Diane Larson at (608)264-9485 or Systems Analyst, Sandie Schultz at 608.264.9490 or email [schultzsd@doj.state.wi.us](mailto:schultzsd@doj.state.wi.us)

## NEW WISCONSIN STATUTES

Effective August 8<sup>th</sup>, 2003 the following felonies were added to Wisconsin state statutes.

- 946.79(2)(a) False statements to financial institution.
- 946.79(2)(b) False statements to financial institution.
- 946.79(2)(c) False statements to financial institution.
- 946.79(2)(d) False statements to financial institution.

Please use NCIC code 2607 for these charges

Please make a note to add these statutes to your record management systems, and livescan and card-scan tables.

## OJA's STATISTICAL ANALYSIS CENTER

The Wisconsin Office of Justice Assistance operates the Statistical Analysis Center (SAC). The SAC performs a variety of researches and data analyses on crime and justice system performance, and collects and maintains justice system data. The SAC collects and maintains data on secure juvenile detentions, Drug Task Force arrests, and adult jail incarcerations. SAC produces a number of free publications like the cost savings affiliated with video conferencing, and Wisconsin jail reports. Additionally, the SAC operates the State Uniform Crime Reporting system (UCR), which compiles crime and arrest data supplied by all local law enforcement agencies in the state.

The Center provides technical assistance to local criminal justice agencies, and provides state and local government with access to federal criminal justice statistical information. The Statistical Analysis Center promotes the coordination and development of the criminal justice statistical systems in Wisconsin.

For additional information, contact Dean Ziemke at the Office of Justice Assistance, 608.261.2437 or email [dean.ziemke@oja.state.wi.us](mailto:dean.ziemke@oja.state.wi.us)



## THE FAST ID PROJECT

The Fast ID Project began in December of 2002 as part of Wisconsin's upgrade to its new Automated Fingerprint Identification System (AFIS). 40 Fast ID devices were disseminated to local agencies for "instant identification". These devices have rapidly become useful tools to law enforcement and justice agencies throughout the state. Eighty-one (81) of these devices are presently in production, searching the Wisconsin fingerprint database, returning positive identifications based upon index fingerprint images. Typical response time is 60 seconds or less. In 2003, 52,231 Fast ID searches were conducted in Wisconsin. In January 2004, there have already been 7,196 searches. These searches resulted in a substantial number of those with questioned identity to be positively identified (and often charged with obstructing). It's important to remember these devices search *only* the Wisconsin fingerprint database, and not the FBI's IAFIS.

Here's a sampling of some recent success stories:

- The City of Madison Police arrested a subject on a valid Milwaukee County fine/time warrant. The charge was for maintaining a house/vehicle for drug purposes. The charge had a fine of \$1,130.00 or 5 days in jail. The subject was identified by an Illinois driver's license. The driver's license was recently re-issued as a duplicate license on 12-13-03. I put the subject on the Fast I.D. machine and received a "NO-MATCH" response. Based upon the charge listed on the warrant, the subject should have had a set of fingerprints on file with the Wisconsin. I checked the criminal history for the subject listed on the warrant and saw there was a SID Number. I cleaned the Fast I.D. platen as well as the subject's index fingers and put him on the Fast I.D. machine again. I received a second "NO-MATCH" response. I could not believe it. At this point, I knew something was not right. So I faxed the subject's fingerprints to the FBI. Guess what? The Fast I.D. was correct. He did not have a SID number because he was not who he said he was. He was in fact wanted through the U.S. Marshal Service for a probation violation out of Minnesota. He will have an State ID number now *Dane County Sheriff's Office, Deputy Rob Mitchell*
- A Dane County Deputy used the Fast ID to verify the identity of two individuals brought in by Madison Police Department. Both were identified, and both were lying about their identities. Good Job! *Dane County Sheriff's Office, Captain Mike Plumer*

Occasionally the Fast ID user will receive an error, and an "IDENTIFICATION CANCELLED" message. If this occurs, try conducting another search. If the second search fails and returns an "IDENTIFICATION CANCELLED" message, contact the Morpho help desk 24/7 at (800) 526-2674. They'll promptly assign a Customer Support Engineer to resolve the issue.

Questions about this project can be directed to Wisconsin Project Lead, Sandie Schultz at (608)264-9490 or email [schultzs@doj.state.wi.us](mailto:schultzs@doj.state.wi.us)

**DID YOU KNOW?**

- The TIME System and Identification manuals are available online? Here's the link <http://www.doj.state.wi.us/dles/cibmanuals/>  
*Note: Before printing these manuals, be certain to consider their large file size.*
- CIB generates a biweekly report of criminal records we receive, which is then mailed to the contributing agency for reconciliation. This biweekly reports cites "ARRESTED AND CONTRIBUTED", which means subjects were arrested and records contributed by your agency. "CONTRIBUTED BUT NOT ARRESTED" means your agency contributed the record; however, is not the arresting agency.

**ARRESTING/CONTRIBUTING REPORT  
GREEN BAY PD  
PROCESSED BY WDOJ\_CIB  
FOR PERIOD: 01/01/2004 TO 01/15/2004**

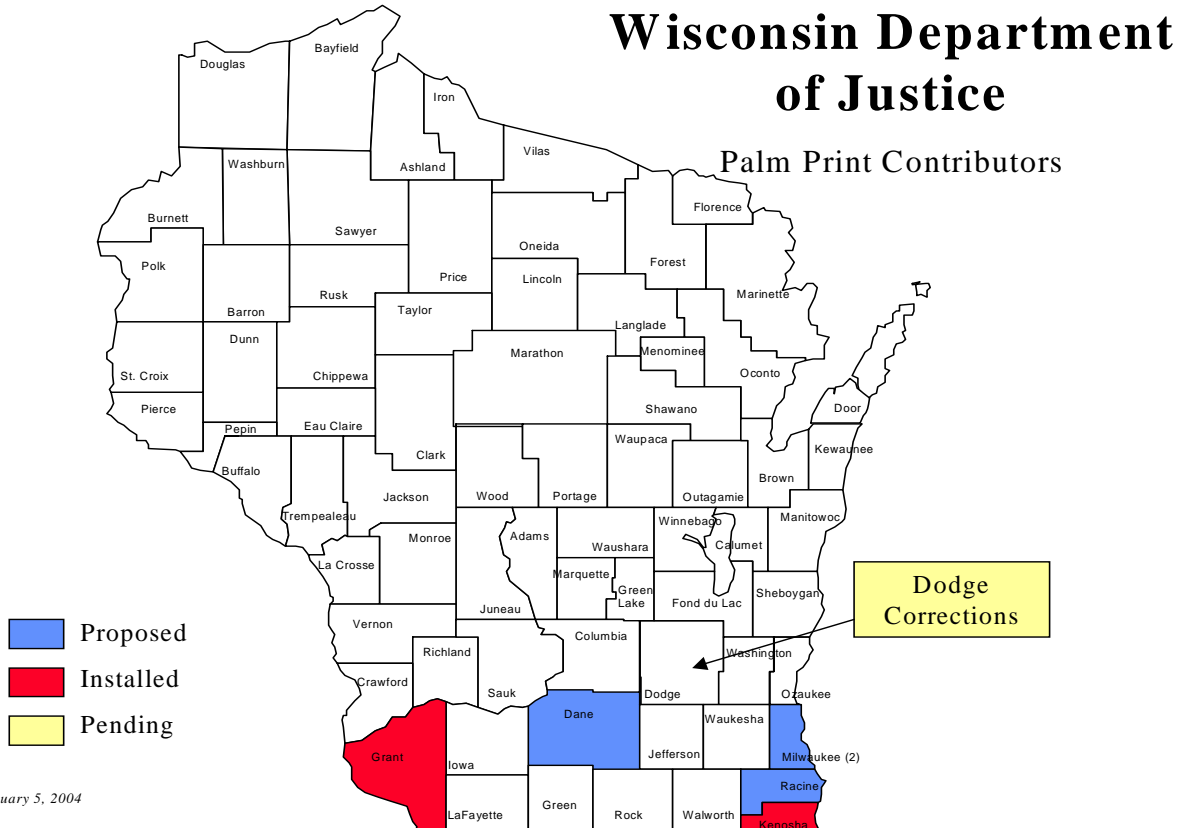
NAME	S	R	DOB	DATE ARRESTED	RECEIVED CIB	ARRESTING AGENCY OCA	SID	FBI
*** ARRESTED AND CONTRIBUTED ***								
HAPPY, LUCKY FRED	M	W	01/14/1989	09/24/2003	09/25/2003	322028	446321	
QUICK, DRAW MAGRAW	M	W	02/03/1955	12/07/2003	12/08/2003	358291	888761	
SPEEDY, GONZALES	M	W	06/15/1964	10/31/2003	11/01/2003	322111	446221	1009459
SPEEDY, MERCEDES	F	W	12/01/1970	05/14/2003	05/15/2003	256651	939871	
COOL, HAND LUKE	M	U	07/21/1984	07/13/2003	07/14/2003	500254	890113	583982A7
CRAZY, LEGS SUE	F	W	10/31/1964	05/03/2003	05/04/2003	284925	100015	936230

### AGENCIES UPGRADING TO PALM PRINT CAPTURE

There are 141 Wisconsin sites that have livescan and cardscan devices. These devices automate sending criminal arrest information to the state and federal repository. Automating this process has resulted in increased accuracy and “real-time” criminal history information availability for those that have permission to access this data.

New livescan devices can be acquired that have palm print capture functionality. CIB upgraded its Automated Fingerprint Identification System (AFIS) in December of 2002. This upgrade included the ability to store and search palm print images. Frequently, crime scenes contain palm print images. Reports indicate that 30% of fingerprint evidence recovered from crime scenes is palm prints. When a person is arrested in Wisconsin today, and palm prints are contributed, these palm prints are searched against the unsolved latent database - a database of images collected from roughly 10,000 felony or serious crime scenes. The FBI is developing the capability to store and process palm prints. It is CIB’s goal to capture and retain palm prints at each of Wisconsin’s major booking sites, contributing them to the FBI when that capability is ready.

We're proud to report Kenosha County Joint Services became the first law enforcement agency to contribute palm prints along with ten print fingerprint records in November of 2003. CIB anticipates additional agencies like Dodge Corrections will soon contribute palm prints, creating a larger database to search and resolve crimes.



February 5, 2004

## FINAL DISPOSITION IMPROVEMENT -- A PROGRESS REPORT

Several program changes have been made to CCH to improve final disposition reporting. This project will continue through June of 2004; perhaps longer if additional funding becomes available. Some key changes made to CCH include:

- The CCH database was changed to accurately determine if the felony indicator flag is set properly after cases are re-opened and changed;
- Court Final disposition information is displayed in sequential order, making final disposition information easier to interpret and understand;
- Dispositions received electronically from CCAP are occasionally disposed of as "SEALED" or "EXPUNGED". These cases routinely were not displayed on the Wisconsin rap sheet. CCH was changed to display \*\*\* CASE HAS BEEN EXPUNGED \*\*\* or \*\*\*CASE HAS BEEN SEALED \*\*\* for each finding received from CCAP.
- The final disposition displayed on the rap sheet was changed from "CASE CLOSED—DISPOSITION NOT REPORTED" to "DISPOSITION NOT REPORTED" to eliminate confusion;
- CCH was changed to handle modifiers that were absent in CIB's modifier table;
- The program was changed to address missing birth dates, or birth dates that differ from that contributed with the arrest record, resulting in 3,000 additional dispositions posting.

Work continues on the upgrade documentation and edit tables used in source record management and livescan systems. Furthermore, a number of other database changes are continually explored to improve final disposition reporting.

For additional information about this project, contact DOJ Project Lead, Sandie Schultz at (608)264-9490 or email [schultzsd@doj.state.wi.us](mailto:schultzsd@doj.state.wi.us)

## COMMON ERRORS

Periodically, we see criminal records arrive with occupations, commas or a city populating the zip code field. Please remember this field should be populated with a 5 to 10 numeric characters, or "bytes" of data.

Examples of acceptable zip codes: 53701  
53701-2718  
537012718

If, as in the center example, we receive 53701-2718, today CIB parses out the dash. The record is accordingly indexed as 537012718.

