

THE RAP SHEET

Information from the Criminal Records Division

Division Contact: (517) 241-0604

www.michigan.gov/cjic

Fax: (517) 241-0865

016

Mar/Apr 2010



Capt. Charles E. Bush, Commander
Criminal Records Division
Michigan State Police
P.O. Box 30634
Lansing, Michigan 48913

Welcome!

Technology enhancements continue to provide additional services and resources that aid Michigan's criminal justice and public safety communities in efforts to keep our citizens and communities safe. When the tools are available and used, success follows. This issue of The RAP SHEET provides updated information on several initiatives being supported by the Criminal Records Division staff, to ensure these tools are available. We are also asking for your input with a planned update to the MiCJIN Portal and Directory Administration Tool.

We appreciate your input and assistance as we work together to provide complete, accurate, and timely information to support your efforts.

NO SUBMISSIONS OF APPLICANT PRINTS

The Criminal Justice Information Services (CJIS) Division of the Federal Bureau of Investigation (FBI) has been working with the U.S. Census Bureau to develop procedures to conduct name-based searches and to process fingerprint submissions for individuals involved in the 2010 Census. The CJIS Division anticipates processing 484,000 non-criminal justice fingerprint submissions from the U.S. Census Bureau over a three day period in April 2010.

The FBI has requested the Michigan State Police (MSP), Criminal Records Division's (CRD) assistance in processing these submissions, and we are asking for your assistance to help meet this request. In order to meet the deadline in processing this extremely high volume of fingerprints, contributors are **requested to suspend all non-criminal justice fingerprints starting April 28 to May 3, 2010.** The Identification Section will help facilitate this effort by disabling the connection to the Michigan AFIS for vendors who submit applicant fingerprints. We will not be disabling Live Scan devices for law enforcement agencies, but are requesting that only criminal submissions are sent during this time period (April 28 – May 3, 2010).

The CJIS Division will resume processing non-criminal justice fingerprints beginning May 4, 2010. It will take approximately two weeks to complete processing the backlog of fingerprints for all contributors. It is requested that contributors **gradually resume** submitting non-criminal justice fingerprints starting May 4, 2010. If possible, do not schedule applicant printing during this time period.

Thank you for assisting us with this request.

FINGERPRINTING FOR RECORD CHALLENGES HELP CITIZENS

Frequently, CRD receives frantic calls from citizens who believe their name mistakenly appeared in an ICHAT search. When this occurs, citizens become confused and angry with questions such as: "Who stole my identification?"; "How could I be confused with someone else, this isn't me?"; and, "What do I do now?" Once the citizen contacts CRD, our first objective is to calm the citizen down and explain the ICHAT search process. ICHAT search may match a citizen who has a common last name and the same birth year with an individual who has a criminal history. Citizens who have been misidentified may request a record challenge. A record challenge is a fingerprint based search that CRD performs on an applicant fingerprint card (RI-8) submitted by the identified citizen that will prove the person is not (or sometimes is) the person ICHAT identified. The record challenge process involves the following steps:

- A law enforcement agency assists the citizen by taking a set of fingerprints on an RI-8.
- The citizen submits the RI-8 to CRD.
- The completed RI-8 is used to complete a fingerprint based background check.
- If appropriate, CRD provides the citizen with either a letter or Record Challenge Identification Certificate (RCIC) stating there is no criminal history information on file, meeting Michigan's dissemination criteria.

Many thanks to all law enforcement agencies who help concerned citizens work through questions regarding misidentification.

Questions regarding record challenges may be directed to [Ms. Johanna Richardson](#) at (517) 241-0783.

NEWS FROM THE CRIMINAL HISTORY SECTION

During the last half of 2009, the Criminal History Section (CHS) initiated a project to determine what areas of Live Scan data entry our customers are having the most trouble with. For several months we reviewed various requests received by the department technicians who make corrections to the arrest segment of the Criminal History Record (CHR). We compiled statistics on the types of problems that you, the user, have been experiencing with Live Scan data entry, and below are the top three problem areas:

- 44% of the requests to MSP staff to change information on a Live Scan arrest are due to a problem with the incident number that is reported to us when the transaction is sent
- 21% of the requests to MSP staff are to delete an arrest after it is sent
- 13% of the requests to MSP staff are to change the reported arresting agency on the Live Scan submission

In an effort to help reduce a number of these issues, we continue to offer free training to all Live Scan users. If you are interested in participating in this free training, please contact [Mr. Keith Kramer](#) at (517) 241-0723.

MICHIGAN DEPARTMENT OF CORRECTIONS (MDOC) BUREAU OF ALCOHOL, TOBACCO, FIREARMS, AND EXPLOSIVES (ATF) MESSAGE

The Michigan Department of Corrections (MDOC) in coordination with the Bureau of Alcohol, Tobacco, Firearms, and Explosives (ATF), recently added the following response to MDOC's Offender Management Network Information (OMNI) system.

“Please contact 1-800-ATF-GUNS if this individual is arrested with a firearm; Federal charges may be appropriate.”

This message will appear when a Law Enforcement Information Network (LEIN) user runs a person by name, MDOC number, social security number, or SID number and places a check in the “MDOC” box either in the Person Inquiry Form or the Multi-Use Form (see example below). By checking the MDOC box, a query of the MDOC OMNI system is run. The above referenced message does not appear when querying a criminal history record.

The new firearms caveat will return if the MDOC record contains one of the following statuses:

- * Probation
- * Active prisoner
- * Absconded from parole
- * In transit
- * Parole
- * Active, but released to court
- * Escape status

If the subject queried is being arrested and is in possession of a firearm, contact the ATF at the toll-free telephone number listed in the above referenced message.

HIT CONFIRMATIONS

The LEIN Field Services Section (LFSS) has been notified of agencies that are requiring the arresting agency to disclose specific information regarding the wanted person, prior to confirming a warrant on that subject.

When an agency receives a positive response from the LEIN or National Crime Information Center (NCIC), immediate verification with the record's originating agency is necessary to confirm that the data is accurate and still valid. The originating agency is required to promptly reply to the inquiring agency with confirmation and other pertinent details requested.

The NCIC procedures for Hit Requests and Hit Confirmations must be followed for any record in both LEIN and NCIC. An inquiry directed to an ORI requesting hit confirmation shall be by means of a Hit Request (YQ) message. A response to such an inquiry shall be returned by means of a Hit Response (YR) message.

When confirming in-state or out-of-state warrant/wanted person hits on records in NCIC, the "YR" hit confirmation format must be used, which has the appropriate fields for NCIC compliance. Many states may not respond to a warrant confirmation request or response unless it is sent using this format. Also, the NCIC monitors hit confirmation requests/responses for compliance of proper formatting and procedures. Hit confirmation procedure is based on two levels of priority: Urgent and Routine.

- **Priority 1: Urgent**

The hit must be confirmed within ten minutes. In instances where the hit is the only basis for detaining a suspect, or the nature of a case requires urgent confirmation of a hit, Priority 1 should be specified.

- **Priority 2: Routine**

The hit must be confirmed within one hour. Generally, this priority will be used when the person is being held on local charges, property has been located under circumstances where immediate action is not necessary, or an urgent confirmation is not required.

Once a warrant has been confirmed with the agency that entered the record, NCIC requires that a locate message be placed on the record on file for the subject. A record should not be located if no extradition is indicated or the locating agency is outside of the extradition limitations set forth in the record.

An agency may place a "Locate" if they are within the specified pick-up range, and there are no limitations on pick-up.

NCIC records will be placed in a "Locate" status for five days before the record is automatically cancelled. However, any record in NCIC that has a "Locate" placed on it a second time will automatically cancel in NCIC, as well as in LEIN.

NCIC ANNUAL RECORD PURGE

Stolen vehicles and other non-person related records that are entered into LEIN and NCIC, will stay in the perspective system for a maximum of five years.

The LEIN system follows the NCIC retention guidelines, which stipulates that records are stored for a five year period. During the annual purge process, which occurs in January each year, agencies with records being removed due to retention schedules receive a message through LEIN specifying the records are being removed.

Cancelled records can be queried through LEIN/NCIC for 14 days following the record's cancellation. After 14 days, cancelled records are removed and will not return in a cancelled record query.

Agencies notified that a record is purged from the system after the five year period should verify if the record is still valid and if so, may re-enter the record so it remains in the system. Be advised this record will appear on the periodic NCIC Timeliness Report, as it would appear it took five years to enter it into the system based on the originating date of the record.

If you have any questions, please contact [Mr. Jerry Scott](#) at (517) 241-0787.

PAPERLESS LEIN/NCIC VALIDATIONS

Good news! The April 2010 Validation for December 2009 records, will be the last LEIN/NCIC validation mailed via the U.S. Postal System to agencies. The bad news is this does not mean that you no longer have to do the LEIN/NCIC monthly validations.

The LEIN/NCIC Validations, LEIN training announcements, and other useful documents produced by MSP LFSS, National Law Enforcement Telecommunications System (Nlets), and NCIC, will be available online at <http://www.michigan.gov/lein>. We hope this will help LEIN users by distributing the most updated information available in a more accessible and timely manner without having to worry about post office delays or lost/undelivered mail.

To comply with the FBI CJIS Security Policies, the documents will be encrypted with a password that will change on a monthly basis. This password will be sent by LEIN All-Terminal (ALTR) message only, at the beginning of each validation period. No sensitive documents or items containing Personal Identifying Information (PII) will be posted on this site. We will continue to rely on FBI Law Enforcement Online (FBI LEO) for distribution of this type of material.

Encrypted PDF documents will require Adobe Acrobat Reader 9.0 (offered for free at <http://www.adobe.com/reader>). Encrypted ZIP files will require WinZip 9.0 or higher to open. Documentation will continue to be posted on FBI LEO in the MI-LFSS SIG as unencrypted files.

Please e-mail mspleinfss@michigan.gov if you have any questions or feedback regarding this change.

YOUR INPUT IS NEEDED

The MiCJIN Service Center is currently working on an application rewrite for the MiCJIN Portal and the Directory Administration Tool. The applications within the portal will not be affected. If you have a suggestion to improve the portal or the directory administration tool, or to make them more user-friendly, please let us know. We would like to hear from users, agencies, and local administrators. Please contact Ms. [Leslie Wagner](#) at (517) 241-0813 with your suggestions.

PALM PRINT SUBMISSION UPDATE

Addition of Four More Counties and Agencies

The collection, submission, storage, and automation of palm prints have been the topic of conversation across the state and country for the last few years. We continue to search for and find the means to advance this initiative.

In 2007, Oakland County installed an Automated Fingerprint Identification System (AFIS) with palm print capabilities. However, the Michigan AFIS installed at that time could not accept palm prints (it wasn't until approximately one year later that the Michigan AFIS was updated to accept palm prints.) Because of this, Oakland County designed their AFIS to not forward palm prints to the state.

Over the last several months, the Identification Section of the Criminal Records Division has been working with Oakland County to make changes to allow the Courts and Law Enforcement Management Information System (CLEMIS) agencies to submit palm prints to the Michigan AFIS. We are very pleased to announce this has been accomplished, and all CLEMIS agencies are now able to submit palm prints to the state. This adds about 70 Live Scan devices in four more counties to the existing 40 counties who were already submitting palm prints to the Michigan AFIS.

The benefits of this work are well understood by law enforcement and could go without saying; however, in just one day we have proof of these benefits. One of the Michigan AFIS Latent sites received an unsolved latent palm hit from one of the Live Scan devices recently converted to submit to the Michigan AFIS.

SUCCESS STORIES

Unsolved Palm Hit – Quick Hit: On June 8, 2009, a latent palm print was submitted to the Michigan AFIS and searched with no hit. This latent print was then registered to the unsolved latent palm print database. On Wednesday, March 10, 2010, one of the CLEMIS Live Scan agencies was modified to submit palm prints to the Michigan AFIS. On Thursday, March 11, a Live Scan transaction with palm prints was submitted from that same agency. The following Monday, Latent AFIS Examiner Doug Ferich of the Warren Police Department, was working on one of the MSP Lab AFIS terminals awaiting possible hits. The new arrest transaction that included the palm print had searched against the unsolved palm print database, and to his surprise he had a hit! Not just any hit, but his first unsolved latent palm hit. The suspect had no previous record and if this Live Scan device would have been converted one day later, this case may not have been solved. A review of the prints collected determined that prints matched four of the prints collected at the point of entry on a Breaking and Entering case.

The use of technology and information, combined with the hard work from four different criminal justice agencies, made it all work!

Palm Print Hit – Grayling Lab: The Cadillac Police Department submitted two latent print lifts from a burglary on September 22, 2008. One of the lifts provided a great quality palm print. There was one suspect listed and two victims. The suspect had a criminal record and State ID number (SID) but the file contained only fingerprints and no palm prints. The latent palm print was entered into the Michigan Automated Fingerprint Identification System (AFIS) on September 22, 2008, with no suspects being developed.

The registered latent file was checked on January 18, 2010, and the registered latent palm print was identified to the left palm of the previous suspect. The suspect had been arrested in the early morning hours of January 18, 2010, for felonious assault. Prints were captured, including palm prints, and submitted to the Michigan AFIS, which searched against the latent palm print from the September 2008 case.

Yet another case of great work by the laboratory crime staff and the Michigan AFIS.

NEED HELP?

Criminal Records Division Help

Applicant Background Check (517) 241-0606
Fingerprints (517) 241-0606

Criminal History Records (517) 241-0606

How can we help? If you have ideas for future articles, please contact either [Capt. Charles E. Bush](#) at (517) 241-0602, or [Ms. Amy L. DeBruler](#) at (517) 241-0604.

TITLE OF TOPIC INDEX/ARCHIVED EDITIONS

Looking for an archived article? If so, select a topic and edition below, then visit our [archived editions](#) to find the article you need.

TOPIC	EDITION(S)
AFIS	Sept/Oct '07, Jan/Feb '08, Mar/Apr '08, May/Jun '08, Jul/Aug '08, Sept/Oct '08, Sept/Oct '09, Mar/Apr '10
AFIS WORKGROUP	Sept/Oct '08
ALIAS/CRIMINAL HISTORY SYSTEM	Jul/Aug '07, Mar/Apr '08, Jul/Aug '08, Jul/Aug '09, Sept/Oct '09, Nov/Dec '09, Jan/Feb '10, Mar/Apr '10
APRS	Sept/Oct '09, Nov/Dec '09
CHR WORKGROUP	Sept/Oct '08
CJIS SECURITY POLICY	Mar/Apr '08, May/Jun '08, Jul/Aug '08, Jan/Feb '09, Sept/Oct '09, Jan/Feb '10
COMPACT COUNCIL	Nov/Dec '07
COURT DISPOSITION REPORTING	Nov/Dec '07, Jan/Feb '08, May/Jun '08, Jul/Aug '08, Jan/Feb '09, Nov/Dec '09
CRIMINAL HISTORY AUTOMATION	Jul/Aug '07, Nov/Dec '09
FBI/CJIS AUDIT	Jul/Aug '08, Sept/Oct '08, Mar/Apr '09
FBI UPDATE	Jul/Aug '07, Sept/Oct '08
ICHAT	May/Jun '08, Sept/Oct '08
HOMELAND SECURITY	Nov/Dec '09
LEIN AUDIT	Mar/Apr '08, Mar/Apr '09, Nov/Dec '09
LEIN CONTACTS	Jan/Feb '09, Mar/Apr '09
LEIN FUNDING	Mar/Apr '09, Jan/Feb '10
LEIN OPERATIONS	Mar/Apr '08, May/Jun '08, Jul/Aug '08, Jan/Feb '09, Mar/Apr '09, May/Jun '09, Sept/Oct '09, Mar/Apr '10
LEIN TRAINING	Jul/Aug '09, Sept/Oct '09
LEIN VALIDATIONS	Jan/Feb '09, Mar/Apr '10
LEIN WORKGROUP	Sept/Oct '08
LIVE SCAN/FINGERPRINTING	Jul/Aug '07, Sept/Oct '07, Nov/Dec '07, Jan/Feb '08, Mar/Apr '08, May/Jun '08, Sept/Oct '08, Mar/Apr '09, Jul/Aug '09, Jan/Feb '10, Mar/Apr '10
MICJIN	Sept/Oct '08, Jan/Feb '09, Mar/Apr '09, Jul/Aug '09, Nov/Dec '09, Jan/Feb '10, Mar/Apr '10
NGL UPDATE	Jul/Aug '07, Sept/Oct '07, Nov/Dec '07
PPO VIOLATIONS	Sept/Oct '07
PROSECUTOR CHARGE REPORTING	Nov/Dec '07, May/Jun '09, Jul/Aug '09
SEX OFFENDER REGISTRATION	Nov/Dec '07, Nov/Dec '09, Jan/Feb '10
JUDICIAL DATA WAREHOUSE	Jan/Feb '08
STATEWIDE NETWORK OF AGENCY PHOTOS (SNAP)	Mar/Apr '08, Jan/Feb '10