

# THE RAP SHEET

## Information from the Criminal Records Division

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## Welcome!

For more than two years THE RAP SHEET has been published by the men and women of the Criminal Records Division, with the sole purpose of providing complete, accurate, and timely information to enhance public safety. This edition marks the 13<sup>th</sup> issue. In response to a suggestion, a new index to articles in previous editions has been added to this issue. This index categorizes articles appearing in [archived editions](#) of THE RAP SHEET. We hope you enjoy this added feature!

A significant portion of this edition focuses on the Michigan Automated Fingerprint Identification System or AFIS. AFIS is a valuable investigative tool for identification of subjects, and linking suspects to crime scenes. The most recent upgrade to AFIS added palm print capture and search capabilities, and as a direct result of this added feature, crimes are being solved. Due to the efforts of the Statistical Records Division working with the CRD Identification Section, grants were recently awarded which assisted some local agencies to purchase Palm Capture Live Scan devices. If your agency has a Live Scan device, and it has the ability to capture palm prints, the importance of capture and submission of the palm prints can not be overstated as an investment in criminal investigations.

This issue also contains information about changes or interpretations of LEIN policy. Four sergeants have recently been deployed across the state, and are currently scheduling Basic LEIN training. These free training programs are made available thanks to MCOLES, and Next Generation LEIN grants along with the support of the Michigan State Police Field Services Bureau. Contact and scheduling information are included later in this issue.

### APRS PRINTING TIP

Have your APRS forms stopped printing correctly? More than likely, the printer margins went back to the Internet Explorer default settings of 0.75 inches. The APRS forms alignment process begins with setting the Windows print margins to the minimum allowed by your printer. After that, the APRS profile margins can be modified, if necessary.

To check and modify your printing settings, log on to the MiCJIN portal. Click on the Windows **File** menu (**File**, Edit, View, Favorites, Tools, Help). Select **Page Setup**. In the page setup dialog box, clear out the *Header* and *Footer* fields, so they are completely blank. Next, do the same or put in 0 (zero) for all four of the margins. After "zeroing out" a margin field, it will automatically revert to some fraction of an inch, representing the unprintable borders of the page. This will vary depending on your printer. Click **OK**.

Open the APRS application, select **Profile** from the APRS menu. Use the test print buttons near the bottom of the window to check the alignment of the forms. If the printed area is too far left or too high, you'll need to increase the *Left* and/or *Top* margins for the corresponding form in this profile. Increments of 15 correspond to about ¼ inch. This also varies depending on your printer. Be sure to click **Save**, then close and re-open APRS before testing the changes.

### LEIN POLICY REMINDERS AND UPDATES

**Revision of 9-1-1 Center Policies:** The revision of the LEIN Administrative Rules, effective June 29, 2009, allowed the LEIN Field Services Section (LFSS) to review and update policies to be more flexible. One of the first changes came in the requirements for 9-1-1 centers. Now, in addition to a dispatch center being under the control of a law enforcement agency, centers can implement the following policy intended to ease restrictions on 9-1-1 boards:

“The 9-1-1 board may also appoint a Technical Advisory Committee (TAC) that is to be composed of a majority of law enforcement representatives. The TAC shall be the “governing body” of the \_\_\_\_\_ Dispatch for purposes of ensuring LEIN and NCIC compliance, as described in R 28.5204. **The TAC shall be given management control over LEIN, and other information systems, as defined in the CJIS Administrative Rules.** The 9-1-1 board shall approve the TAC’s bylaws and prescribe additional duties and responsibilities to it in the 9-1-1 board’s discretion and, except for LEIN and NCIC activities, its oversight. “

Questions regarding this policy can be directed to [Ms. Liz Canfield](#) at (517) 636-4542.

**Mobile Data Terminal (MDT)/Criminal History Record (CHR) Policy:** Recent revisions to the federal *CJIS Security Policy* have allowed for the possibility of receiving criminal history information over MDT’s. In response to this, LFSS has implemented the following policy:

“In order to access criminal history information over in-car computers, an agency must apply for a new Originating Agency Identifier (ORI) from LEIN Field Services. The use of a previously assigned ORI to obtain CHR information through an in-car computer is strictly prohibited.”

Mobile devices such as Blackberrys do not qualify under this policy. Questions regarding this policy can be directed to [Ms. Liz Canfield](#) at (517) 636-4542.

**Ordinance Officers:** The question of LEIN access for ordinance officers is one that causes confusion in the field. The LEIN Operations Manual (LOM) lists: “Ordinance officers not employed by a police agency” is denied LEIN access. There is no provision in LEIN or NCIC to permit ordinance officers not employed by a police agency to operate under a management control agreement.

Ordinance enforcement officers employed by other areas of municipal employment needing access to Secretary of State (SOS) information should be directed to contact the [Department of State Commercial Services Section](#). Questions regarding this policy can be directed to [Ms. Liz Canfield](#) at (517) 636-4542.

#### RECORD CHALLENGE IDENTIFICATION CERTIFICATE (RCIC)

For the month of September, the Criminal History Unit will be piloting a program which will enhance our services to citizens who request a Record Challenge as a result of an Internet Criminal History Access Tool (ICHAT) search, or other name-based background check. The enhancement is the issuance of a Record Challenge Identification Certificate (RCIC). This is a permanent identification card (the size of a credit card), that an individual can carry with them at all times.

An RCIC will not be issued to everyone who requests a Record Challenge. This service is designed for someone whose record cannot be made non-public, for example, an individual with a common name.

In the past, a notarized letter was issued to the requestor providing proof that no criminal history information exists on them. Although this has been sufficient, it is sometimes awkward or difficult for individuals to carry this information with them. It is our goal to make this more convenient for our customers.

Although this is an enhancement to the Record Challenge service, there will be no change to the process. Individuals will still have to be fingerprinted on hard cards at their local law enforcement agency, and mail a copy of the record they are challenging, along with the fingerprints to:

Michigan State Police  
Record Challenge  
P.O. Box 30634  
Lansing, MI 48913

The Record Challenge service will remain free of charge. Please direct questions regarding this service to:

[Ms. Johanna Richardson](#)  
Departmental Technician  
517-322-6766

or

[Ms. Sherry Rosin](#)  
Departmental Supervisor  
517-636-444

## MICHIGAN AUTOMATED FINGERPRINT IDENTIFICATION SYSTEM (AFIS)

The Michigan AFIS has been very successful over the past 20 plus years in solving crimes that could not have been solved before. In 1988, the first Michigan AFIS was installed, and started the now common process of using the automated system to assist in identifications and solving crimes.

With each new generation of AFIS, we have experienced great technology advances which, in turn, have advanced our capability to identify more prints faster, easier, and in more ways.

In 1995, Michigan was the first state to install a Networked AFIS Transaction Management System (NATMS). This system allowed Live Scan to submit data and prints to the state of Michigan, and in preparation of submission to the Federal Bureau of Investigation's AFIS (IAFIS), once it was installed in 1999. In 1996, Kent County was the first to submit Live Scan transactions to the Michigan AFIS. At that time, many thought we would be lucky to get one Live Scan per county. Today, we have over 550 Live Scan devices connected, and submitting transactions.

With our newest generation of AFIS, which has been in use just over one year, we have acquired several advancements. Many of these enhancements work behind the scenes, but one item that is more understandable by most people, is the palm capture, storage and search capabilities. Palm prints captured at crime scenes are being searched and identified with the assistance of the Michigan AFIS.

We now have over 40 agencies capturing and submitting palm prints with their Live Scan submissions to the Michigan AFIS. This required replacement or upgrades to the existing Live Scan devices. This was accomplished by initiatives from sheriff's departments, police departments, and the Michigan State Police. In many cases, local law enforcement agencies saw the need and benefit of palm prints and found the funding on its own, which says a lot about Michigan law enforcement's dedication to solving crime and public safety. Another 33 local agencies received funding from the Michigan State Police.

The efforts of these initiatives are returning results. Several of the 20 Michigan Latent AFIS sites have received hits and identifications from crimes where other means have failed. The addition of palm prints to the Michigan AFIS capabilities is providing additional crime solving abilities to all law enforcement agencies of Michigan.

## LEIN BASIC TRAINING ANNOUNCEMENT

The Michigan State Police (MSP) LEIN Field Services Section is currently offering Basic LEIN Operator Training. This course is designed for new LEIN users and consists of 6 hours of instruction.

The LEIN Field Services Section currently has four Training Sergeants who are assigned to specific regions throughout the state to carry out this training program. Classes are being scheduled both in classroom/auditorium settings, and by individual agency. The sergeant's contact information is as follows:

[Sgt. Doug Roesler](#), Trainer (Grand Rapids)

616 647-0808

[Sgt. Clint Keene](#), Trainer (Saginaw)

989 758-1907

[Sgt. Chris Pascoe](#), Trainer (Ypsilanti)

734 482-1213

[Sgt. Jane Pearce](#), Trainer (Manistee)

231 723-3536

It may be possible for the instructor to provide training in response to your specific agency needs. These requests will be reviewed and addressed, based upon instructor availability.

This is FREE training. If your agency is interested in hosting and/or attending [Basic LEIN Operator Training](#), please send an [e-mail](#), and insert "Basic LEIN Training" in the subject line. Please provide the following information:

- Agency
- ORI
- Agency contact name
- Agency contact phone number
- Agency contact e-mail address
- Number of students to attend  
*and/or*
- Maximum number of students the classroom with hold.

After receiving the e-mail, a LEIN training representative will contact you to make arrangements.

Interface agencies, please distribute to your subscribers.

### SUCCESS STORIES

**LIVESCAN:** First District Investigative Support/Fugitive Team, and the U.S. Marshal's Office arrested a subject wanted out of New Mexico on narcotic violations at a residence in Lansing. The subject produced a Michigan ID card under an alias. He was taken to the Lansing Police Department where he was identified via Live Scan. He was lodged pending extradition to New Mexico. The Fugitive Team, and USMS were assisted by the Corrections Absconder Recovery Unit, as well as the Lansing Police Department.

**AFIS:** Members of the Northville Laboratory responded to a crime scene in Highland Park in which the victim was stabbed several times. The victim's wallet was found next to his bed with blood on it. A receipt found inside the wallet had a bloody fingerprint on it. The print was searched in AFIS, and responded with a hit on a suspect. This suspect was identified on the receipt inside the wallet, as well as on broken glass found at the suspected point of entry.

**LATENT PRINTS:** In the first week of July, a Crime Scene Technician (CST) responded to a MDOP/Larceny-Vehicle. Both the driver and the passenger windows were broken out with a large piece of concrete, and the GPS was taken from the victim's vehicle. The CST processed the vehicle, and submitted a palm print recovered from of the exterior door.

The print was entered into the Michigan Automated Fingerprint Identification System (AFIS) by the Grand Rapids Police Department (GRPD) Latent Print Unit, and subsequently provided a subject not known to the victim.

Within two weeks, the GRPD had another palm identification. The CST again responded to a home invasion where the air conditioning unit was removed from the window to gain entry. The CST processed the scene and a palm print was recovered from the point of entry, the window. Detectives are seeking a warrant for the arrest of the subject whose name was identified through the palm prints searched against the Michigan AFIS.

**LATENT PRINTS:** If you have asked, "why do we need palm prints when we have fingerprints?"

In Wyoming, Michigan, a stolen vehicle was recovered. The Crime Scene Technicians from the Wyoming Police Department collected latent prints from the vehicle and submitted them to the Michigan AFIS, with no success. A latent palm print was also collected from the stolen vehicle. The Wyoming Latent Print Unit submitted it to the Michigan AFIS, and the identification was made. The Wyoming Latent Print Unit reviewed the latent finger searches, and determined that the fingerprints on file were of very poor quality, but the palm print was able to make the identification.

Another case solved that would not have been possible without the additional advancements of the Michigan AFIS, and the palm print search capabilities.

## NEED HELP?

### **Criminal Records Division Help**

Applicant Background Check (517) 322-1956  
Fingerprints (517) 322-1956

Criminal History Records (517) 322-1956

**How can we help?** If you have ideas for future articles, please contact either [Capt. Charles E. Bush](#) at (517) 322-1665, or [Ms. Amy DeBruler](#) at (517) 636-6158.

## TITLE OF TOPIC INDEX/ARCHIVED EDITIONS

You may visit any [archived editions](#) of THE RAP SHEET to find the article needed, based on the index noted below.

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