

The Fingerprint Process

Assigning State and Federal IDs

The criminal justice system employs electronic fingerprinting as a means of identification when a law enforcement officer makes an arrest. The system follows a process that starts with law enforcement and travels up to the state and federal level. It is a bidirectional system of information sharing that CISS will tap into.

The fingerprint process starts when a law enforcement officer books an arrest and creates a Uniform Arrest Report (UAR). As illustrated in Figure 4, the officer uploads the arrest information into 3M/COGENT's Live Scan system and processes the fingerprints (Step 1). Live Scan is inkless electronic fingerprinting. The basic idea behind electronic fingerprinting is to measure the physical difference between ridges and valleys. Two types of Live Scan systems are solid-state fingerprint readers and optical fingerprint readers.

"The procedure for capturing a fingerprint using a sensor consists of rolling or touching with the finger onto a sensing area, which according to the physical principle in use (optical, ultrasonic, capacitive or thermal) captures the difference between valleys and ridges. Non-contact or touch-less 3D fingerprint scanners are digitally imaged, resolving some of the issues of inconsistent, irregularities that are non-uniform and can not be reproduced in the image created by touching and rolling."¹



Once captured, the fingerprints are electronically transmitted to the State Police Bureau of Identification (SPBI) to continue a criminal record check.

Digitizing the fingerprints enables the electronic transfer of the fingerprint image data along with personal descriptor information to computers at the SPBI in a matter of seconds, instead of the days required to send hard copy fingerprint cards through the mail. Live Scan will avoid many of the problems associated with ink prints, such as smudging, smearing, and over saturated or faint inking.

Live Scan is also employed for background checks for certain occupations. Occupations that require background checks include:

- Law enforcement
- Private investigator
- Security guard
- Bondsmen
- Firefighter
- Child day care workers

¹ [Fingerprint, Capture and Detection, Livescan devices.](#) Wikipedia.



CJIS Governing Board
 Revolutionary Technology Linking
 Connecticut's Criminal Justice &
 Law Enforcement Community
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Welcome, Carleton Giles

In July, the CJIS Governing Board welcomed their newest member, Carleton Giles (pronounced "Jiles"). Giles was born and raised in Long Island, New York. He served thirty-three years with the Norwalk Department of Police Service, spending much of that time assigned to the department's youth division where he was responsible for investigating improper conduct and criminal activity against children. During his distinguished career in law enforcement, Giles was actively involved with the city's youth, both through his work with the Drug Abuse Resistance Education (DARE) program and as a certified School Resource Officer. As an officer, Giles' work focused on preventing juvenile delinquency by promoting positive relations between youth and police through law enforcement, education and counseling.



Figure 1. Carleton Giles.

Giles was appointed to the Board of Pardons and Paroles as a full-time Board Member in September 2013 by Governor Dannel P. Malloy, and then appointed as Chairperson in May 2014. He is also an ordained minister and serves as the pastor at Zion First Baptist Church in Middletown, CT.

Giles' focus as a police officer, and now as Chairman of BOPP, was and is to increase safety, prevent crime and reduce recidivism. Giles appreciates that CISS will provide quick access to a comprehensive source of data from Connecticut criminal justice agencies and partners. When a prisoner appears before the BOPP, decisions are increasingly focused on scientific data and evidence found in reports and other information generated in the criminal justice system. Having a total picture of that person's background is key to this process. Also, working in collaboration with Judicial and the Department of Correction, Giles sees CISS as playing an important role in communication between agencies. ❖

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Recap of CJIS Governing Board Meeting

The CJIS Quarterly Governing Board Meeting was held on Thursday, July 17, at the Division of Criminal Justice in Rocky Hill. More than thirty-five guests and Board members attended the two hour meeting.

Karen Buffkin, Deputy Secretary of Office of Policy Management (OPM), presented the updates on the Xerox Contract Amendment. An agreement was reached in principal, however, some clarification is still needed. Buffkin announced that the Release Plan was extended to twenty-nine months and two weeks. The agreement, which includes some changes, would add approximately \$400K to the \$2.1 million appropriated for the Phase I of the project. Xerox is on track with the Contract Amendment and will commence work on Release I according to the Release Plan in August. A vote was taken on moving forward with final negotiations and was unanimously approved.

Sean Thakkar, CJIS Executive Director, presented an update on the CISS project. Particular items of interest include the Connecticut Security Policy, the Management Control Agreement (MCA), the Office of the Attorney General list of recommendations, a request for agency appointed liaisons, an update on the budget, and the Independent Verification and Validation Report.

Mr. Darryl Hayes, Chief Security Officer (CSO), gave a short review of the Security Policy. Much progress has been made on the Connecticut CJIS Security Policy. Mr. Hayes said that the group, which includes select members of the CJIS Governing Board, is working on the language of the fifth and final chapter and should have a draft version available for review by the Governance Committee in August. This Connecti-

cut CJIS Security Policy would pertain to those agencies that do not need to view FBI information. A separate FBI Security Policy will be assigned to those agencies that will be eligible to view FBI information.

John Russotto, Deputy Chief State's Attorney, reviewed the progress of the MCA and its relationship to the FBI Security Policy. A vote was taken by the CJIS Governing Board to approve the latest version. The MCA was approved by the Board and will be submitted to the FBI along with a description of the CISS project, inclusive of a technical topology map. The FBI will review the documents and provide feedback to the Security Policy Committee.

A third vote taken at the Governing Board Meeting was to approve the mitigations offered by the CJIS Governance Committee to address the Office of the Attorney General's Report from November 2013. All Governing Board members approved the solutions offered by the Governance Committee. A document outlining the mitigations and the progress made so far on their list of recommendations will be sent to the Office of the Attorney General.

Another topic under discussion was the delegation of an Agency Liaison to work with CJIS team members on the CISS project. After some debate over the level of authority allowed to a liaison, the Board elected to change the title of the form to Point of Contact for Business and Point of



Figure 2. Top: Melody Currey and Mark Raymond, Middle: Cheryl Cepelak, Melody Currey, Mark Raymond, and Brenda Bergeron, Bottom: Brian Carlow, Richard Sparaco, and John Russotto.

Continued on Page-4

Recap, CJIS Governing Board Meeting, continued from Page-3

Contact for Technology. Each Point of Contact would work with an appointed CJIS representative and report back to their agency about their experiences with the CISS project. This step ensures better communication between agencies and CJIS and that Board members would be able to make better informed decisions.

The CISS project updates ended with the Independent Verification and Validation report given by Dennis Gaige from MTG. Gaige reported that the CISS project is moving in a positive direction, with the risk levels decreasing for the second consecutive quarter. With the signing of a Contract Amendment and the hiring of a durational project manager, the risks are expected to decline significantly in the coming months.



Figure 3. Chief Mulhall, Joe Verrengia, and Kevin Kane.

In other news, a report just out on the Racial Profiling Project provides the first analysis of the data gathered in the new system from October 1, 2013 to April 30, 2014. By the middle of August, anyone interested in analyzing the data can do so. CJIS has been working with officials at Central Connecticut State University (CCSU) to collect and store data in real-time from participating agencies. The Office of Policy and Management (OPM), with the help of CCSU, analyzes and reports data to the Governor, General Assembly and Public. According to the 2014 Progress Report to the General Assembly, a more comprehensive analysis will be available by January 2015. ❖



CJIS Academy

OBTS Certification Classes

CJIS offers certification classes three times a year for OBTS. The classes will continue to be conducted at 99 East River Drive, 7th floor, East Hartford, CT 06108. For more information and to sign up, visit the [CJIS Academy Webpage](#).

CJIS Support Group:

860-622-2048

CJIS Website: www.cjis.ct.gov

OBTS Training Dates

- August 11, 2014, Connecticut Intelligence Center (CTIC)
- October 16, 2014, 9 AM to 12 PM

OBTS and CISS Overview

CJIS is offering presentations on OBTS and CISS as part of the CJIS community education initiative. The next presentation will be as follows:

- September 16, 2014, Recruit Training, New Haven Police Academy

CISS Project Management Updates

Search Releases

User search of criminal justice agency data systems

In the past month, CJIS and the Judicial Technical team have begun the steps for Criminal Motor Vehicle System (CRMVS) replication. The connection to the CRMVS database was established and the CRMVS data that will be shared with CJIS has been mapped into the CJIS Data Dictionary tool.

The CJIS Business team also reviewed

the contract requirements that are scheduled to be delivered in the third Search Release and estimated the effort required to meet with stakeholders and gather the business requirements.

The CJIS Technical team has developed a documentation standard for the replicated databases and secured Xerox sign off on the standard.

In August, CJIS will complete the rep-

lication of CRMVS, the Court Operations database. CJIS and Xerox will complete the requirements phase for Offender Based Information System (OBIS) and Paperless Re-Arrest Warrant Network (PRAWN) search sources. Xerox will begin detailed design work. ❖

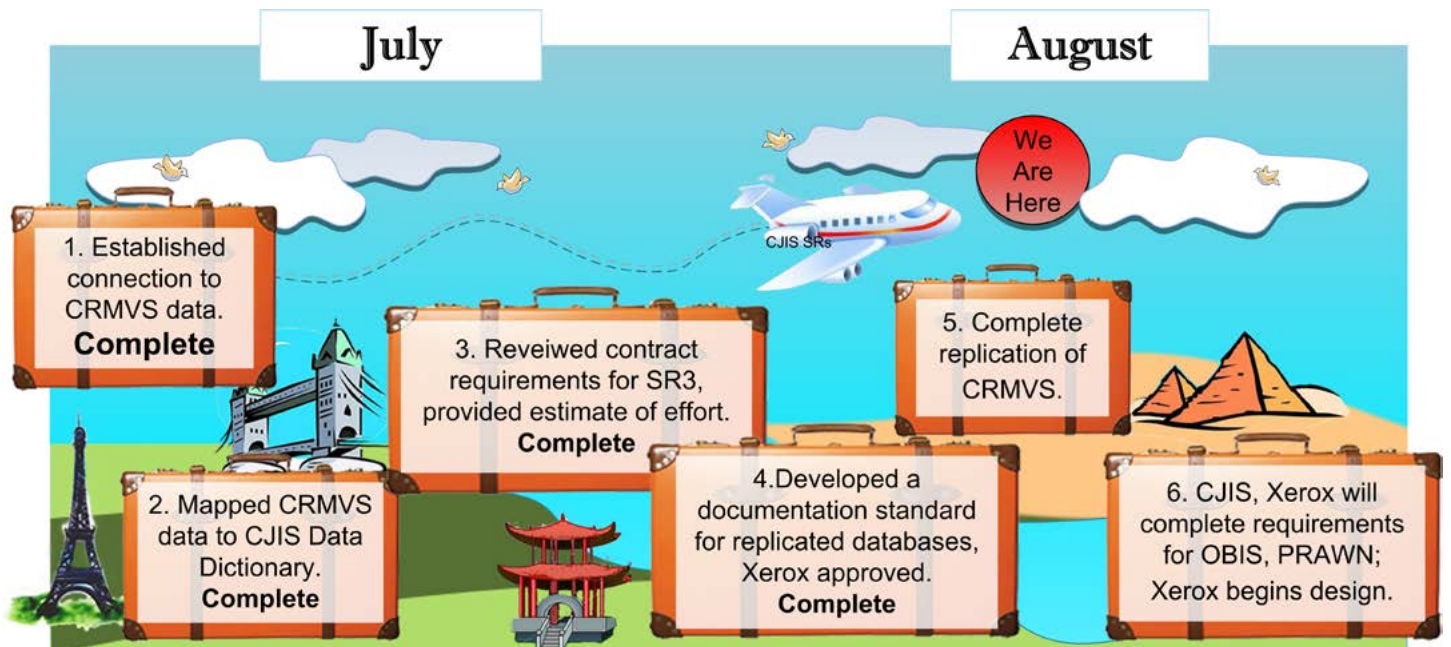
PM Updates, continued on Page-6

Accomplishments

1. Established connection to CRMVS data.
2. Mapped CRMVS data to CJIS Data Dictionary.
3. Reviewed contract requirements for SR3, provided estimate of effort.
4. CJIS Technical team developed a documentation standard for replicated databases and secured Xerox sign off on this standard.

Next Month

5. Complete replication of CRMVS.
6. Complete requirements for OBIS, PRAWN; Xerox begins design.



CISS Project Management Updates, continued from Page 5

Waves 1-3

Automatic electronic Information Exchanges

In July, the first Agency Interface Build Out Charter was reviewed with Judicial. This is a first run at reviewing the charter with an agency to better understand the needs for support from each agency. Updates will be done and reviewed again for finalization. Once completed, this charter will be reviewed with other agencies for their feedback and understanding.

CJIS met with the third pilot RMS vendor, Tri-Tech. CJIS will start the

review of the Charters and Release Plan to assess the project needs with the three pilot vendors (Hunt, KT International, and Tri-Tech).

In August, CJIS will work with Xerox to plan the task for the one month review of the project efforts. This task will also include the task for working with the agencies on their participation in the CISS Project.

CJIS will work with Judicial to plan the

integration zone (I-Zone) and portal requirements and with Division of Criminal Justice (DCJ) on the Portal.

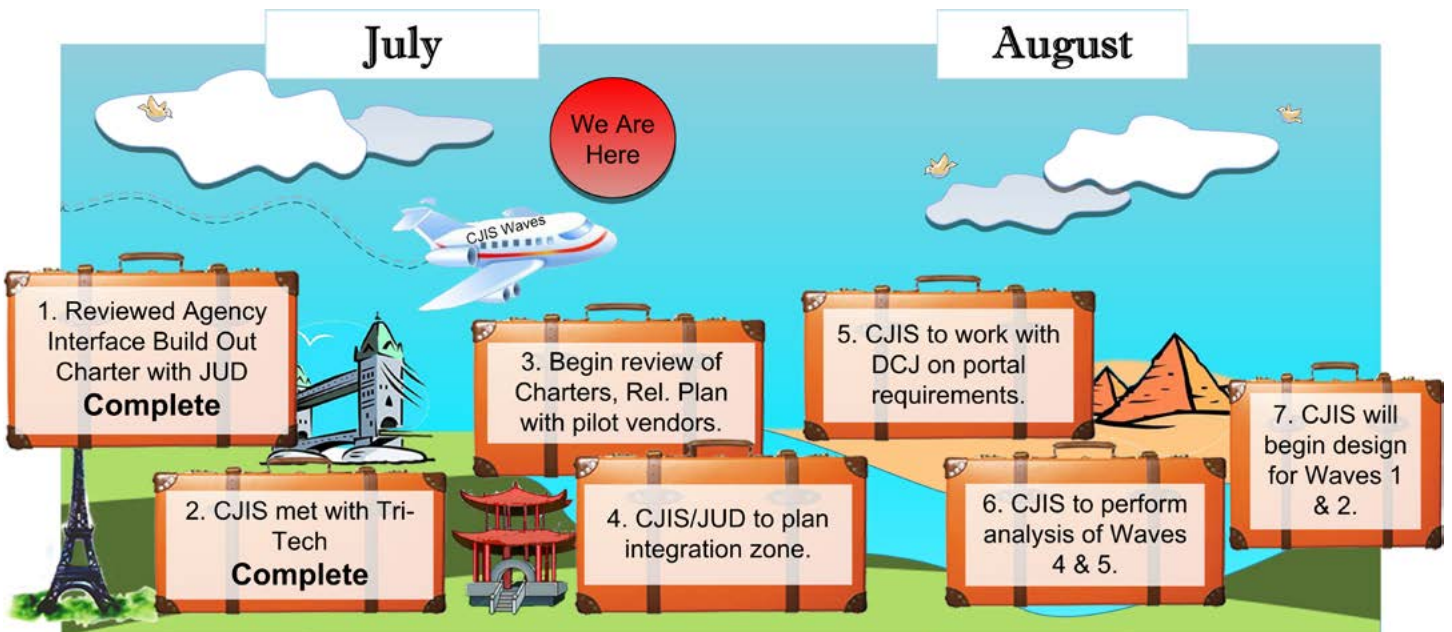
Other tasks include performing a preliminary analysis of Waves 4 and 5 (Arrest and Post Arrest workflows), and begin the design for Waves 1 and 2 requirements. The schedule will be dependent on a signed Xerox Contract Amendment.

Accomplishments

- 1. Reviewed Agency Interface Build Out Charter with Judicial.
- 2. CJIS met with third pilot RMS vendor.

Next Month

- 3. Start review of Charters and Release Plan with all three pilot vendors.
- 4. CJIS to work with Judicial to plan integration zone.
- 5. CJIS to work with DCJ on portal requirements.
- 6. CJIS will preform analysis of Waves 4 & 5.
- 7. CJIS will begin the design for Waves 1 & 2.



The Fingerprint Process, Continued from Page-1

- School teachers
- School employees who will work with children
- Connecticut Department of Children and Families employees who will work with children
- Employees of the Connecticut Division of Special Revenue
- Corporation officials
- Individuals who want a pistol permit, dangerous weapon permit, assault weapon permit, or a Public Service License

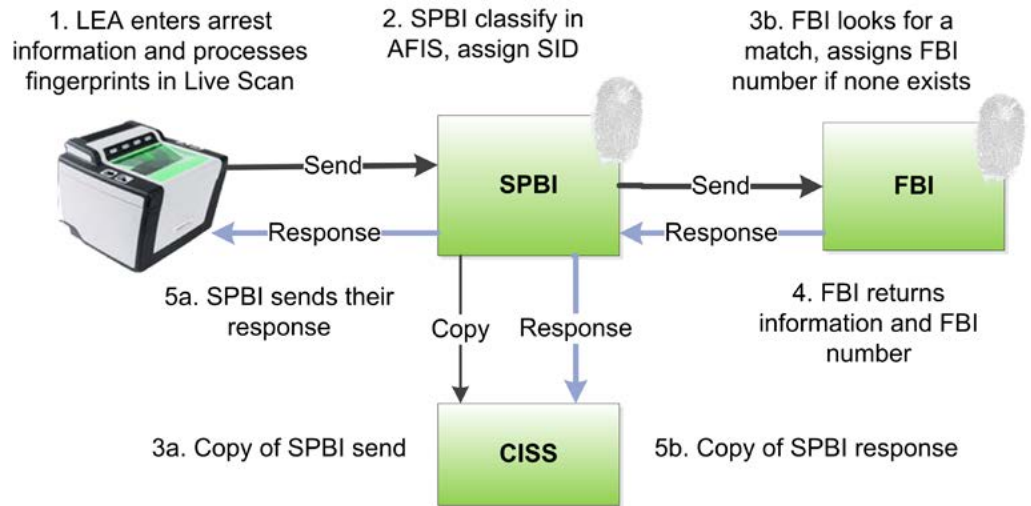


Figure 4. Fingerprint and Identity Process Flow

In addition, private employers have the discretion to require applicants to have fingerprinting and criminal record checks.

Once the prints are captured and the SPBI receives the transmission, they classify the prints in the Automated Fingerprint Identification System (AFIS) and assign a unique state ID (SID) number (Figure 4, Step 2). If the prints are insufficient for detection or they get an error message, this status is relayed back to the originating law enforcement

agency (LEA).

If the SPBI is able to classify the prints, the data is passed back to the originating LEA with the SID. The data is also transmitted to the Federal Bureau of Investigation (FBI) and simultaneously to CISS (for Information Exchanges and for Search) (Figure 4, Step 3a, b). At the FBI, if the prints match a previous fingerprint scan, they are added to the record, even if the names do not match. An existing record will have a rap sheet attachment with information such as the first name entered (even if it is incorrect) and the date of original fingerprinting. An existing record will have an FBI number. If there are no fingerprints on file, the new submission becomes the original set and the FBI assigns an FBI number.

All of this information is transmitted back to the SPBI. (Figure 4, Step 4) The SPBI stores this information and sends a copy back to the originating LEA with the FBI number and any other information it may have (Figure 4, Step 5a). A copy is also sent from SPBI with the FBI number and any other collected data to CISS (to update data for Information Exchanges and for Search) (Figure 4, Step 5b). ❖

~ Meetings ~

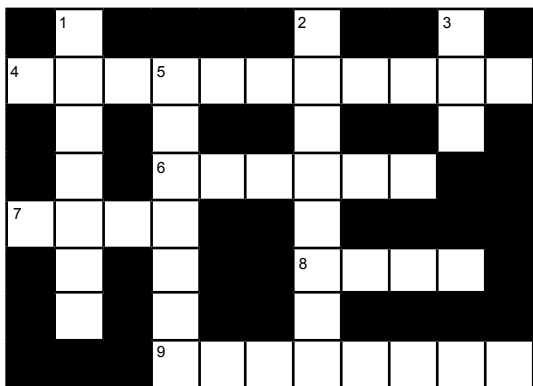
CISS Kickoff Meeting *
 Save the dates:
 August 13, 2014, 2:00 - 4:00 pm
 August 20, 2014, 2:00 - 4:00 pm
 Office of the Chief State's Attorney
 300 Corporate Place in Rocky Hill

CJIS Governing Board Quarterly Meeting
 October 16, 2014 at 1:30 pm
 Office of the Chief State's Attorney
 300 Corporate Place in Rocky Hill

* Note: This meeting will replace the CISS Monthly Status Meeting for August.

CJIS Crossword Puzzle

Test Your Knowledge and Skill on Criminal Justice Vocabulary!



Across

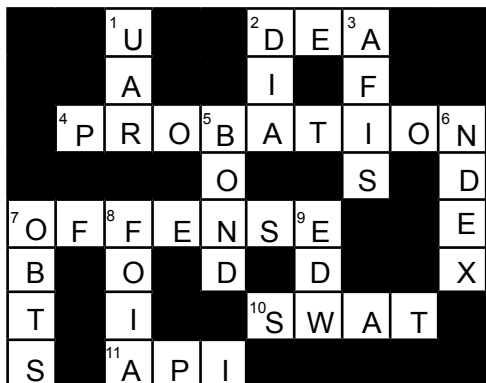
- 4. A court's final determination of a lawsuit or criminal charge.
- 6. A break in a trial or other court proceedings or a legislative session until a certain date and time.
- 7. A tip or clue.
- 8. An automated database that integrates criminal history records, including arrest information and corresponding disposition information, submitted by Federal, State, local, tribal, and certain foreign criminal justice agencies.
- 9. The wrong name.

Down

- 1. A person who testifies under oath in a trial.
- 2. A technological development of forensic science that makes it possible for a fingerprint to be taken electronically and sent to law enforcement for identification.
- 3. The first agency in the nation to bring all youth and adult correctional institutions and parole functions under one central authority and resource base.
- 5. Short for payment of daily expenses and/or fees of an employee or an agent.

Answers will appear in the September issue of CJIS Roadmap.

Answers to the July CJIS crossword puzzle.



For more information on CJIS and for additional publications, go to www.ct.gov/cjis



Figure 5. Mark Morin.

CJIS Welcomes Mark Morin

CJIS would like to welcome a new Project Manager on the CISS project, Mark Morin. Mark was born and raised in New Britain, CT. In 1984, after serving in the US Marine Corp., Mark began a career as an IT programmer at the Hartford

Insurance Company. Transitioning from IT programmer to team leader to project manager, Mark gained experience in business process projects including business continuity/disaster recovery systems, data warehousing, infrastructure, and mergers and acquisitions. His twelve years as a project manager also includes working on large enterprise programs such as the development of offshore facilities in India and the Philippines and vendor management. Certified as a PADI Assistant Instructor and an avid diver, Mark has three daughters and currently lives in East Berlin, CT with his wife. ❖