

2009 TAC CONFERENCE

The 2009 TAC Conference will be held May 11-13 at the Dixie Center in St. George, Utah. Please see <http://www.dixiecenter.com> for more details about the Dixie Center.



The registration form is on the TAC web site. The registration fee is \$80 per attendee, but if we receive your payment here at BCI on or before March 19 you can save \$10 and qualify for the early registration discount of \$70 per person.

No registrations will be accepted after April 23. No one will be allowed to register now and pay at the conference.

We regret that we will be unable to take payments at the conference. While in St. George we will not have means to process credit card payments or deposit checks. BCI also needs to know in advance exactly how many people plan on attending so that we may order the right amount of food and other items.

Check-in will be from 1 pm to 7 pm on Monday the 11th, or 7 am to 9 am on Tuesday the 12th. (If you check-in on Monday you can sleep a few minutes later on Tuesday morning!) Make sure you check in to get your materials and sign the roster!

This year's format will be similar to that of the past few years. The first day (Monday) will consist of optional classes and check-in. The mandatory general session is on Tuesday, and Wednesday will also be break-out classes. A tentative schedule is on the TAC web site, and will be updated as plans are finalized.

Don't forget that each ORI needs a representative at this conference. If no one from your agency can make it to the conference, you may arrange to have another ORI represent you at the conference. If this is your situation, remember that the agency representing you has to let Field Services know, in writing, that they agree to cover your agency. If you decide to represent another ORI, you are agreeing to train them on information presented at the conference.

2009 TAC TESTING

If you didn't take the TAC test last year...guess what? It's your turn to take the biennial TAC test!

Also – if you have become a TAC in the last year you do need to take the 2009 TAC Test – even if you came to Baseline and took the TAC test.

If you took the test last year you do not need to take the test again this year.

Not sure if you need to take the test? Check your test date on the REPT transaction. BCI will also be sending out reminders prior to the conference. All individuals with access to TAC functions must take the biennial test.

As always – you must test on each file that your agency has access to.



REPT TRANSACTION

TACs – please remember to periodically check your user's information on the REPT transaction. In particular, make sure all e-mails are correct. It is especially important that BCI has correct e-mails on file for officers using the eWarrant transactions.

USER TEST DATES

BCI often receives calls from TACs who are surprised that a user's testing date has expired. The TACs often wonder how they can find out when their user's testing dates are approaching.

ANSWER: The **REPT** transaction!

As a reminder, TACs should run the REPT transaction on a regular basis to keep on top of user testing dates, UCJIS status, e-mail addresses, etc.

NCIC ENTRY & RESPONSIBILITY

You have another agency make your NCIC entries for you after hours.

Who is responsible for the quality of these entries? The agency that actually made the entry? Your agency? Both? Neither?

YOU are responsible for the content and accuracy of the entry. Remember, if your ORI is on the entry, **YOU** are responsible for it. Also, if another agency makes the entry on your behalf, *you* must perform the second-party check. You are also responsible for performing the yearly validation of the entry.

(Hint – this may just be a question on the 2009 TAC Test!)

UNIQUE E-MAIL ADDRESSES

Agencies – when possible, make sure that each of your UCJIS operators has a unique e-mail that is used only by that one operator. Please refrain from using one generic e-mail for all operators. Also, don't use the TAC's e-mail as the contact for all agency operators.

More and more UCJIS applications (such as eWarrants) are depending on the email address being unique. At some point in the future operators may not be able to access the system without a unique, working e-mail address.

Also, please notify BCI if your e-mail address changes!

STATEWIDE AND NCIC WARRANTS

Often, particularly in felony cases, a statewide warrant and an NCIC warrant may exist for the same offense.

Occasionally in these situations, the arresting agency is serving the statewide warrant, but is not taking care of the NCIC warrant through the hit confirmation procedure. Thus, the wanted person entry is remaining on NCIC even though it is no longer valid. If the person gets arrested again on the invalid NCIC entry your agency could be held liable in the event of a lawsuit.

If you are validating your NCIC warrants, please make sure you contact the court to see if the person is still wanted. Again – the person might have been arrested on the statewide warrant, but the arresting agency may never have notified you about the arrest.

VGTOF TRANSACTION

You're running an individual on NCIC, and you run across a hit on the VGTOF Terrorist File. What is the one thing you **SHOULD NOT** do in this situation?

Please do not tell the individual that he/she is on the NCIC's Terrorist file!

HIT CONFIRMATIONS & OTHER STATES

As we've mentioned before, not all states follow NCIC and Nlets procedures when dealing with Hit Confirmations. Unfortunately, BCI has no control over what these states do.

Just ensure that you follow all NCIC and Nlets policies, and document everything with YQ and YR transactions. Should any problems arise with the Hit Confirmation, you will have the documentation that you did what you needed to do.

Also, no agency or state has the authority to demand that certain conditions be met before your agency places a locate on an NCIC entry. BCI has learned that some out-of-state agencies demand fingerprint confirmation before the Utah agency can put a locate on the record. However, there is nothing in NCIC policy that backs up these conditions.

The *NCIC Operating Manual* does state:

A record with MKE/EW or MKE/EWJ to which one locate message has been appended indicating that the subject will not be extradited (NOEX) will be retired immediately upon receipt of a second locate message. The ORI of the record will be notified that the record has been retired.

2. A record with the MKE/EW or MKE/EWJ to which one locate is appended indicating that the subject will be extradited (EXTR) will be retired 5 days after the date of location. The originating agency will be notified by a \$.P. message. If a second locate is received within those 5 days, the record will be retired immediately.

BRADY BILL AND THE COURTS

COURTS: Domestic violence cases and gun ownership issues can get complicated for everyone involved.

Please do your part by specifically reporting the statute the individual was convicted of. Please be more specific than just "76-10-507." Make sure to put the 76-10-102 statute with complete subparagraph to completely define what part of disorderly conduct you are convicting under.

Also, if you have any questions regarding the Brady Bill, please contact our Brady Section directly at 801-965-GUNS along the Wasatch Front or 1-800-500-GUNS off of the Wasatch Front. If an individual contacts you about his eligibility to possess a firearm, please direct that individual to one of the numbers above.

Keep in mind that members of the Help Desk or other BCI sections do not have a complete knowledge of the Brady Bill laws. To ensure you (or the public) is getting correct information, please contact the Brady section directly.

UCR/IBR INFORMATION

Let's set a goal to get our crime statistics (UCR/NIBRS) in to BCI by the 7th of each month for the statistics from the previous month. We know you can do it!

Also, please make sure you include any/all necessary supplemental forms such as LEOKA, Arson, Homicide, and/or Hate Crimes.

MISSING PERSONS

FEDERAL LAWS & MISSING PERSONS

We have, unfortunately, been receiving too many reports of missing persons being removed prematurely from NCIC. Remember, no missing person should ever be removed from NCIC unless the entering agency has absolute proof that the person has been located.

Agencies must never remove a missing person just because that person has turned 18 (reached the date of emancipation.) Also, never remove a missing person just because you cannot reach the complainant, or because "the person's been on there a long time."



The Adam Walsh Child Protection Safety Act states in part:

(2) ensure that no law enforcement agency within the State establishes or maintains any policy that requires the removal of a missing person entry from its State law enforcement system or the National Crime Information Center computer database solely on the age of the person...

Also, federal policies mandate that dental (and other) information be added to missing person entries that have been on NCIC for more than 30 days. If the missing person has never been to a dentist, or if the complainant's refuse to cooperate with your request for dental records, please document this information in your case report.

Please keep in mind – the 17-year-old that goes missing from your agency today may unfortunately be the body that is found in the desert five years from now. Do your part to assist the law enforcement agencies involved and also bring closure to the family.

FORWARD NEWS ITEMS TO: B.C.I., FIELD SERVICES, 3888 W 5400 S, SALT LAKE CITY UT 84118

BUREAU OF CRIMINAL ID
Alice Erickson, Director
801-965-4571

FIELD SERVICES
Kathy Wilcox, Manager
801-964-4405

FIELD SERVICES
Jacob Dunn, Supervisor
801-965-4963

EDITOR
Adrienne Sowards
801-965-4497