



# KCJIS NEWS

MAY 2024

## AFIS REPLACEMENT PROJECT

**LAURA WALTERS, ABIS PROJECT MANAGER KBI**

The Kansas Bureau of Investigation (KBI) is in the process of replacing the Automated Fingerprint Identification system (AFIS) with an Automated Biometric Identification System (ABIS). AFIS is the system that is used to process fingerprints, palm prints, and latent prints to identify individuals and determine if they have a criminal history record. ABIS will continue to provide identification for fingerprints, palm prints, and latent prints for identification. The modalities included with ABIS cover the same as in AFIS but will also eventually include face and iris recognition.

### KBI ABIS Replacement Project Update

The Project Team has been very busy implementing the AFIS replacement system. They have completed 4 months of User Acceptance Testing, validation of the millions of migrated data records covering through January, 2024, building and finalizing a new security model that will be used for ABIS, and established a robust environment to support the new system as well as have space to expand the new modalities ABIS offers.

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### Message from our Executive Steering Team

Since our last newsletter, there has been significant progress in the project. The product was originally scheduled to go live on 10/3/2023. There were significant concerns from the KBI project team that the product was not functioning within the required parameters and did not have appropriate security measures in place. Since this product is integral to the criminal justice community and public safety, the team determined it was best to delay the product deployment until the subject matter experts were confident the system would function as designed for external and internal users. The team finalized activities and began the cutover to ABIS the morning of 5/1/2024. The system was live and in place by 2:00pm the same day.

We are excited to share one of the enhancements that is coming with the new system; criminal justice agencies will be able to search the ABIS Archive via the Kansas Criminal Justice Information System (KCJIS) single sign-on secure portal. The archive is similar to an electronic file cabinet so it can be searched to view the image of the front and back of a fingerprint card. The goal for this enhancement is to be a significant help to partner agencies in both process and investigations.

We completed our paper to electronic conversion project converting over a million historical paper fingerprint cards into digital images. This means over a million *additional* records will be available for searching and viewing in the new ABIS archive, not just available for fingerprint matching as they are today.

Please let us know if you would like to hear more about specific activities within the project or if you have any questions. Please reach out to Tina Ortega, Identification Unit Lab Tech/Trainer at [tina.ortega@kbi.ks.gov](mailto:tina.ortega@kbi.ks.gov) if you have questions.

**2024 STATEWIDE KCJIS CONFERENCE  
DAVID MARSHALL, DIRECTOR KCJIS**

2024  
Statewide KCJIS Conference  
May 20<sup>th</sup> – 21<sup>st</sup>

Early Bird Registration \$129, January 2nd to March 31st.

Regular Registration \$159, April 1st to May 6th.

[Conference Attendee Registration](#)

**\*\* No conference registration fee refund after May 1st, 2024. \*\***

This year the conference will be held at the Drury Plaza Hotel Broadview, Wichita, KS; May 20-21, 2024.

**Conference Topics to Include:**

Professional Development Topics	KACIS – Agency & Device Mgmt
Offender Registration	Human Trafficking
NSOR Entry	Open Records
Managerial Professional Development	Openfox Messenger
NCIC/III Q&A	CJIS Security Policy Overview
Technical Security Audit Prep	

**\*\* On Sunday, May 19th, a welcome, social and networking event will be hosted and sponsored by CPI (Openfox). \*\***

For more information, please contact David Marshall at [David.T.Marshall@ks.gov](mailto:David.T.Marshall@ks.gov).

## **KBI ISD FIELD SUPPORT TRAINING**

### **JESSICA CROWDER, PROGRAM CONSULTANT II, KBI**

Did you know the Kansas Bureau of Investigation (KBI) Information Services Division (ISD) Field Support unit provides complimentary training in-person or via webinar? Below, you will find a synopsis of each training course offered. If you are interested in receiving virtual or in-person training on any of the topics offered, please feel free to reach out to the appropriate trainer using the contact information below.

#### **10 Print Fingerprint Identification**

This training will cover instruction on how to properly take and submit ten-print arrest/booking records, mug shots, and palm prints; proper use of livescan; civil fingerprinting procedures including KCHAT (Kansas Criminal History Access Tool); two-finger capture devices; correcting errors; and understanding AFIS reports. Practical exercises in the techniques of fingerprinting will also be included. **Target Audience:** Anyone who takes ten-print and palm print images for the submission of an arrest or applicant fingerprint card via livescan or hard card. This includes court personnel who fingerprint those who have been convicted from the result of a summons.

#### **Central Message Switch / KCJIS Web Portal**

An overview of tools available through the KCJIS Central Message Switch and KCJIS Web Portal will be covered. The session will begin with changes specific to OpenFox Desktop 4.0 and a review of OpenFox Messenger. We will move on to OpenFox Archive & Retrieval before wrapping up the Central Message Switch session with the process of adding new users and assigning user permissions. KCJIS Web Portal training will cover navigation of the KCJIS Web Portal and how searches are performed. **Target Audience:** KCJIS users and TACs are welcome.

#### **E-Disposition**

In the training we will discuss how to fill out the electronic disposition form available on the KCJIS web portal, related disposition screens, and criminal history searching and tracking features available on the web portal. **Target Audience:** Individuals that complete disposition reports or that request criminal history records for investigations, presentence investigations, or probation/parole.

#### **Kansas Incident Based Reporting System (KIBRS)**

The Kansas incident-based reporting system (KIBRS) class will cover the Handbook, proper classification of offenses, and victim/suspect relationships. Discussion of common errors as well as concerns with requirements will be included. The class will also touch base on the new Use of Force reporting. Agencies desiring electronic submission are encouraged to attend. **Target Audience:** Any personnel who complete offense and arrest reports, are responsible for checking the accuracy of those reports, and/or submit those reports to KBI. Officers are highly encouraged to attend this class.

#### **KsORT**

This training will cover the use of the Kansas Offender Registration Tool (KsORT). Demonstrations will be done covering initial registrations and updates. **Target Audience:** Current KsORT users and those wanting to become KsORT users.

#### **Offender Registration**

This training provides an overview of the Kansas Offender Registration Act. Training focuses on the duties of all registering entities and offenders. Other topics covered will include registerable crimes and duration of registration, registration requirements, and registration violations. The registration form and FAQ's will also be discussed. **Target Audience:** Individuals with the primary responsibility of registering offenders such as Kansas Sheriff's Offices, County Jails, Kansas Department of Corrections, and Juvenile Justice Authority.

#### **Rapsheet Differences**

This class will explain the differences between the information on NCIC III Rapsheets, KBI Rapsheets, and NLETS Rapsheets in detail. **Target Audience:** Individuals that request criminal history records for investigations, presentence investigations, or probation/parole.

#### **eCitation Repository**

eCitation Repository is a new program designed to collect citation data from state and local law enforcement agencies and then make that data available to law enforcement. The eCitation Repository has two methods for law enforcement agencies to submit their citations data to the KBI. A webpage entry form in which officers will manually enter their citations, or electronically submitting citations to the KBI either from your agency's current RMS or citations software.

#### **Asset Forfeiture**

The Kansas Asset Seizure for Forfeiture Repository (KASFR) will collect the asset forfeiture data submitted by local Kansas law enforcement agencies as required by K.S.A. 60-4127. This training will cover the requirements set forth by statute and include a demo for electronically submitting asset forfeiture data with a focus on the two different types of reports required - incident report and annual report. **Target Audience:** Local law enforcement administration, officers and records personnel who submit asset forfeiture data.

**KBI ISD FIELD SUPPORT TRAINING, CONTINUED  
JESSICA CROWDER, PROGRAM CONSULTANT II, KBI**

**Offender DNA Collection**

All persons arrested or charged with a felony violation in the state of Kansas are required by law to submit a DNA sample to the Kansas Bureau of Investigation (K.S.A. 21-2511). This includes some misdemeanor offenses and all persons registering as an offender in Kansas. At the Kansas Bureau of Investigation the submitted offender DNA is processed and imported into the Combined DNA Index System (CODIS) to search for investigative leads to unsolved cases. This training will cover the offender DNA collection steps including the use of the new STACS remote collection module for data entry at the collection agencies. The new remote collection module has several benefits such as checking if a violation qualifies for submission and determining if an offender has previously submitted DNA. **Target audience:** Sheriff’s offices, county jails, offender registration offices, court services, detention centers, community corrections, and other facilities involved in offender DNA collections.

**Kansas Scrap Metal Reporting System**

This program was created to provide law enforcement a mechanism for tracking regulated scrap metal purchases in order to investigate scrap metal thefts. This training will explain how to gain access to the Kansas Scrap Metal Reporting System (K-SCRAP). The training will also cover the many ways of entering search criteria and the data that is provided through those searches. **Target Audience:** Any law enforcement personnel investigating scrap metal thefts.

**Use of Force (UoF)**

The Use of Force (UoF) training covers when, how and who shall file monthly reports. Step-by-step instruction will be provided on the paper, web form and electronic submission options that are available. **Target Audience:** Law enforcement administration, officers, and records personnel.

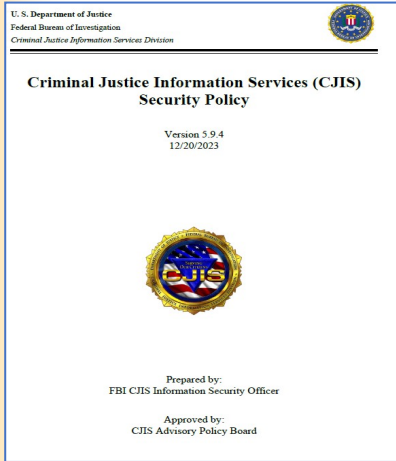
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**2023 KASFR LEGISLATIVE REPORT RELEASED  
JESSICA CROWDER, PROGRAM CONSULTANT II, KBI**

The 2023 Civil Asset Forfeiture Report was recently provided to the Kansas Legislature and released to the public at <https://kasfr.kbi.ks.gov>. This annual report covers the asset forfeiture activity during the period of January 1, 2023 through December 31, 2023. It includes approximately \$3.91 million in seized property, and approximately \$2.38 million in forfeited property. For 2023, all Kansas law enforcement agencies were compliant with the requirements for reporting asset forfeiture data. Thank you for putting in time to ensure the repository has collected accurate data.

If your agency would like to attend a complimentary training on reporting asset forfeiture information or need to gain access to the website for reporting, please contact Jessica Crowder at (785) 296-8338 or [jessica.crowder@kbi.ks.gov](mailto:jessica.crowder@kbi.ks.gov).

**IT'S OFFICIAL!  
DON CATHEY, KCJIS INFORMATION SECURITY OFFICER, KHP**



*FBI CJISSECPOL Version 5.9.4 dated 12/20/2023 was Published 2/28/2024.*

The Federal Bureau of Investigation (FBI), through their Advisory Policy Board (APB), continues to work through a security policy modernization project that began with some updates in October 2022 with an anticipated finish later this year or 2025.

**The most recent version (5.9.4) was approved in December 2023 but only released for publication on February 28, 2024.**

These updates are significant in that they closely follow the recommendations outlined in the National Institute of Standards and Technology (NIST) Special Publication (SP) 800-53. These controls address most security requirements contained in previous KCJIS Policies and Procedures.

Additionally, because SP 800-53 lends itself to a specific format, the FBI CJIS Security Policy is changing its format as the modernization project moves forward. These changes in the FBI policy have become burdensome and problematic for continued updates to a different KCJIS version.

On January 10, 2024, the KCJIS policy subcommittee met to discuss the policy updates. After discussion, they voted to recommend accepting the FBI CJIS Security Policy as the authoritative security policy for KCJIS. The full KCJIS Committee voted to accept the same during their meeting February 12, 2024.

Therefore, when the FBI CJIS Security Policy version 5.9.4 was published on February 28, 2024, it became the official current security policy for KCJIS.

The new policy and the FBI Policy Requirements Companion document are **publicly available** from the FBI's CJIS Security Policy Resource Center <https://le.fbi.gov/cjis-division/cjis-security-policy-resource-center> and can be shared with your CJIS partners such as IT support personnel.

There are two options to navigate to this document from the KHP CJIS Launch Pad.

1. Open the CJIS Links application from the KHP CJIS Launch Pad.
2. Direct links to the FBI CJISSECPOL and the companion can also be found in the [KCJIS POLICIES and COMMITTEE folder of CJIS Documents](#).

All previous versions of KCJIS policy and Procedures have been removed from the Launch Pad.



## NEWS FROM THE KBI SERVICE DESK

### JARED WRIGHT, NETWORK CONTROL TECHNICIAN III, KBI

#### Known Issues

##### Fleet Tagging

There are multiple ways to search Kansas license plates in OpenFox, but there are separate and distinct searches for commercial and non-commercial vehicles:

1. Query Kansas Vehicle List (KVL) – which will find all license plates with the plate text entered - Possible Search
  - a. Person making the search would have to select the correct plate type and search again by VIN to get complete vehicle and registered owner information.
2. Query Kansas Apportioned Vehicle (KAQ) – [Optimum Search](#)
  - a. Search by plate text only is possible and as Rental Fleet Plates are a unique plate text combination the completed vehicle, registration and owner information will return.
3. Query Kansas Vehicle (KVQ) – [Wrong Search](#)
  - a. This search is only for non-commercial vehicles and Rental Fleet vehicles that are considered commercial vehicles, and no information will be returned on those plates from this search.

#### RSA Tokens

##### Token Orders

When your token order is shipped you will receive an email stating that your order has been shipped, along with several attachments. These documents address several RSA token FAQs relating to:

- Warranty
- Disposal
- Shipment Verification
- Authentication/Use
- Purchase and Sale Order

When you have received your token order, please verify that all tokens on your packing list are the ones you physically received, then mark them as received in the KCJIS Authorization and Customer Information System (KACIS) as soon as possible. Please remember that each user should be setting their own token PIN, which should never be shared with anyone.

##### Token Expiration

Has your token expired? How can you tell? There are a couple ways you can tell if your token has expired. The display may show "OFF," or there may not be anything on the display other than a flashing "E" or small diamond in one of the bottom corners. To know for certain if your token has expired, check the expiration date stamped on the back of the token. If your token has expired, contact your Technical Agency Coordinator (TAC) to have new one assigned.

TACs, please remember that tokens have a three year life span that starts when they are created, not when you receive them in KACIS. Please keep track of when your tokens expire and order replacement tokens in KACIS at least 30 days in advance. The current price of a token is \$62.25. The tokens are shipped by the Kansas Bureau of Investigation (KBI), but the pricing and billing will come from OPTIV.

#### KACIS

##### Terminals

While KACIS will show you a complete list of your agency terminals, it does not track who is assigned to which terminal. This is something TACs should track separately. When requesting new terminals, you will need to know what type of secure/encrypted connection your agency has to the KBI, whether that is Client (SecuRemote) or Site to Site. You will also need the IP address for each terminal requested. If the terminal runs through a CAD/RMS server, the IP (Internet Protocol) address of that server can be used. You should also know where each terminal is located.

## NEWS FROM THE KBI SERVICE DESK, CONTINUED

### JARED WRIGHT, NETWORK CONTROL TECHNICIAN III, KBI

#### Users

Have you had a user leave your agency and return sometime later? Have you wondered if you should create a new account or reactivate the old one in KACIS? Did you know it was possible to reactivate a previous account? Have you ever had a user leave to start working for another agency so you terminate their account, only to find it has been reactivated?

If a user returns to your agency, you should reactivate their previous account. Do not create a new account. Reactivating the previous account can be done by changing the Deactivate Date to a date in the distant future such as 12/29/2999, for example.

If you find a terminated user account reactivated, simply terminate the account again. The account was reactivated by the system when the user was employed by another agency and the KBI confirms the user as a duplicate. This reactivation is a known issue with the current version of KACIS. Unfortunately there is no time frame for a fix to this issue.

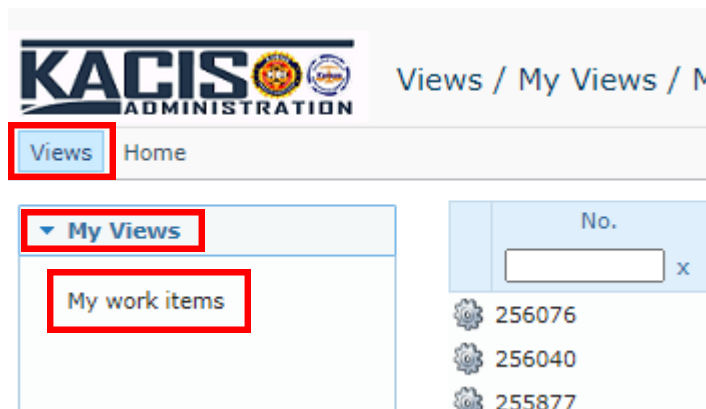
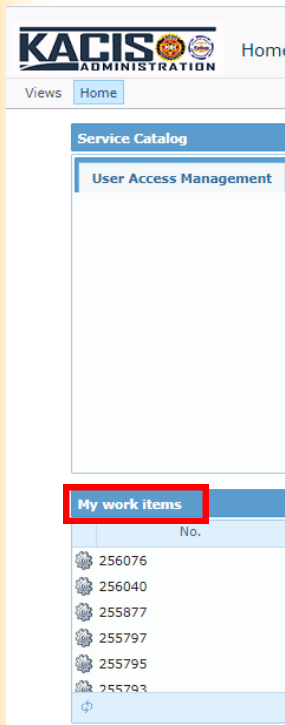
#### Work Items

Do you have work items in your KACIS My Work Item list?

One very important item for TAC's to do on a regular basis is to check your "My Work Items" in KACIS. The "My Work Items" is where any open work items that are assigned to you are listed and are in need of your attention. Work items can include information regarding tokens or terminals that you as TAC's need to click on to open the link and complete the requested action. Not attending to your "My Work Items" can cause delays with your requested item.

There are two ways to access "My Work Items," on the Home screen under the Service Catalog section or under Views by selecting "My Work Items" as you see below.

If you would like assistance sorting through your "My Work Items" or have questions about the items in your listing, please feel free to contact the KBI Service Desk at (785) 296-8245 or [ServiceDesk@kbi.ks.gov](mailto:ServiceDesk@kbi.ks.gov).



## NEWS FROM THE KBI SERVICE DESK, CONTINUED JARED WRIGHT, NETWORK CONTROL TECHNICIAN III, KBI

### Desktop 4

#### Have you completed your installation?

Thank you to all agencies already running Desktop 4 or are in the process of pushing this to all of your terminals. If your agency has not completed this download, please install Desktop 4 as soon as possible.

All message terminals must be using OpenFox Desktop 4. Keep in mind it only needs to be downloaded once per terminal. The download instructions have details on making the launcher icon available to all users of that computer.

If you have any questions or are having any troubles installing Desktop 4, please contact the KBI Service Desk at (785) 296-8245 or [ServiceDesk@kbi.ks.gov](mailto:ServiceDesk@kbi.ks.gov).

### Important Phone Numbers

Below is a list of KBI and support phone numbers and how they should be used:

(785) 296-8200 – KBI main phone number—Available to the public. This number rolls over to the Service Desk after 5pm.

1-800-KS-Crime – Public—Anonymous tip line. They can also leave their tip at this website: [Kansas Bureau of Investigation - Suspicious Activity Reporting \(SAR\) \(ks.gov\)](https://www.kbi.ks.gov/sar) (<https://www.kbi.ks.gov/sar>).

(316) 660-1111 – Available to the public—ComCare mental health and crisis service.







The KCJIS Newsletter is published in cooperation of the Kansas Criminal Justice Coordinating Council and KCJIS Committee

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