

Criminal Justice Information Support Department

Washington Association of Sheriffs and Police Chiefs

News from the WASPC CJIS Department

March 2013

Crime Reporting Changes in Effect Beginning January 2013

Last year, we reported in our February and August newsletters and sent a listserv notice with information regarding the four (4) changes or additions to State and FBI crime reporting. The only requirement by January 2013 was the Washington State Program changing the Gang Activity Data Element 12 from **optional** to **mandatory**.

In addition to the gang notation change, our repository was upgraded to accommodate the FBI changes or additions for reporting Human Trafficking offenses, additional hate crime biases, and a change in the definition of Rape even though the FBI has pushed back their acceptance date until later in the year.

If you were unable to make the mandatory gang information change in your records management system (RMS) by January 1, 2013, you would have received data validation errors after uploading batch files. The "simple fix" until your RMS is updated is to correct the incidents after the upload.

After you've reviewed the batch error report, you may see errors stating "Gang Activity Not Completed." To correct the errors, the gang activity information should be located within your RMS "Type of Criminal Activity" selections.

There are only three (3) valid options: Juvenile Gang, Other Gang, or None/Unknown. One of these options must be selected for the incident to validate. After you've corrected the entry, flag the case for resubmission to the state in your next monthly data file.

If you have questions or need clarification, please contact us or direct your RMS vendor or IT staff to contact us at CJIS@waspc.org. $\underline{*}$

WASPC NIBRS Advisory Committee Reestablished

I predict the 2012 Crime In Washington will be published in May 2013!

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Spring Cleaning

CJIS In Transition



WASPC CJIS Department 3060 Willamette Drive NE Lacey WA 98516 (360) 486-2380 cjis@waspc.org A WASPC standing committee providing oversight to Washington State's National Incident-Based Reporting System (NIBRS) was re-established during the 2012 Fall WASPC Conference with adoption of the Strategic Intentions. In January 2013, WASPC President Ed Holmes appointed Dick Reed, Seattle Police Department, and Deb Shay, Grant County Sheriff's Office, as co-chairs of the NIBRS Advisory Committee.

Between 2008 and now, any analysis, decision, or policy regarding NIBRS activities has rested with the WASPC CJIS staff members. Prior to 2008, a chief or sheriff acted as chairperson of the advisory committee and members included records personnel from statewide law enforcement agencies and CJIS staff.

Policy decisions were reviewed by committee members and the recommended action was presented by the chairperson to the WASPC Executive Board for approval. An action may include changing an optional data element to mandatory capture. The most significant policy decision discussed and recommended was converting the state's method of reporting crime statistics from Summary Uniform Crime Reporting (UCR) to NIBRS by January 2012.

In 2008, the WASPC Executive Board asked the Law Enforcement Information and Records Association (LEIRA) to take over "management" or advisory of the UCR/NIBRS program; however, no further action was taken on a UCR Advisory Committee by LEIRA. The WASPC CJIS

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"The crime mapping component of the state NIBRS repository assists with visualizing 'hot spots' and analyzing crime incident trends and patterns."



State Reporting Deadline:

• Preceding month's data is due by the 15th.



The best e-mail to reach someone in WASPC CJIS: cjis@waspc.org

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Joan Smith, Manager (360) 486-2393 jsmith@waspc.org

WASPC NIBRS Advisory Committee continued

Department continued maintaining the State UCR Program and if a policy decision was needed, staff made it.

The newly re-established WASPC advisory committee is working on its charter and will hold its first meeting at the 2013 Spring WASPC Conference in Tacoma. One issue before the committee will be whether or not to change an incident "address" from optional to mandatory reporting. Crime mapping is based on incident location - either address or latitude/longitude coordinates.

Currently, NIBRS submission of the data is not mandatory and, therefore, it may be underreported. If reporting this data element is changed to mandatory but the specific address of the incident is unknown, an accommodation will be created to eliminate a data validation error. The crime mapping component of the state NIBRS repository assists with visualizing "hot spots" and analyzing crime incident trends and patterns. The mapping tool is a key to crime analysis, policing strategies, and management decision-making.

More information about participation on the NIBRS Advisory Committee will be available after the Spring 2013 WASPC conference. If you're interested in becoming involved, please contact CJIS at cjis@waspc.org.

Noteworthy News Items

New Repository Platform

The State Program NIBRS repository vendor, TAC 10, is upgrading our system from SQL technology to a .net platform. While local agencies in other states are using this platform on products from TAC 10, Washington State will be the first state repository.

The advantages to the new .net platform include improvement to ad hoc report functionality, data validation and error corrections, and crime mapping display for the users; modernized and easier to read graphical user interface (GUI) screens; and the change requests are easier for technical support staff to address.

The project plan estimates the upgrade will be complete mid-May 2013. After the upgrade, our intrepid trainer, Kellie, will provide a regional training schedule on the "new and improved" NIBRS repository. If you're interested in hosting one of these training sessions, please send a request to cjis@waspc.org.

Crime In Washington 2012

The goal for publication of our state's annual crime statistics report is May 2013. This year's publication will focus on National Incident-Based Reporting System (NIBRS) data rather than Summary Uniform Crime Reporting (UCR). In years past, even if an agency reported via NIBRS, we extracted Summary UCR in order to produce an "apples to apples" table for crime rate comparison. However, with the majority of our agencies (91%) now reporting via NIBRS, this year's report will feature NIBRS rather Summary UCR.

On-Line Officer Training

New training presentations will be available within the next few months with the "officer perspective" in mind. We've been asked on numerous occasions over the past few years to develop training modules for officers to take "on-line" to better understand crime statistic reporting - specifically, the data elements they need to capture at an incident to better report data under the NIBRS method of submission. We'll send an announcement as soon as the officer presentations are available on our website!

Say It Isn't So!!

Linda Schaffel Is "Taking A Hike"

As many of you know, Linda Schaffel has been working part-time for WASPC the past four-plus years. The other "part" of her working life has been on the shellfish farm she and her husband, Mark, own and operate. When Linda decided to work part-time in January 2009, she knew her "days were numbered" and, eventually, she would count her last crime statistic. She's chosen June 2013 to be her last month with our organization.

Linda began her career with WASPC in July 1995, coming from a background of general office work and horseracing. She says, "I moved from the 'backside' (horses) to the 'frontside' (office) at Spokane Playfair Race Course." She has a Bachelor of Science degree from The Evergreen State College with emphasis of study in Wildlife Ecology. She claims to have taken a statistics class in college!

In her eighteen years with WASPC, Linda has contributed so much to the world of Uniform Crime Reporting. She may have come to us from a "temp service" but she quickly rose through the ranks to become the assistant manager and then manager of the Criminal Justice Information Support (CJIS) Department. Linda served as the exofficio for the Executive Board of the Law Enforcement Information and Records Association for many years. She was active as a member and the 2008 President of the Association of State Uniform Crime Reporting Programs.

Kellie Lapczynski remarks, "What to say!!!! Well, I have enjoyed working with Linda the past thirteen years, my how time flies when you're having fun! She has taught me many things about statistical work and life in general. Especially how bringing in fully grown geoducks can provide much laughter and awkward looks to the staff meeting..... :)"

Tonya Todd comments, "After almost fourteen years of knowing Linda you think I would have a lot to say... Starting at WASPC I felt very overwhelmed, but Linda was there to answer all my questions. There was a lot I learned both on a job and personal level. As she sits here 'Happy as a Clam' to be off in a new adventure with her 'Acres of Clams', I wish her lots of luck and many years of happiness. And keep the phone handy just in case!"

Joan Smith adds, "When I accepted the CJIS Manager position after Linda decided to work part-time, I knew the day would come when she would `set sail' and spend more time with her geoducks than us. But I'm so grateful she's stayed this long to share her knowledge, humor, and friendship."

Although Linda says, "I am leaving to spend more time with the shellfish", we know she wants to indulge in her hobbies of hiking, observing nature, knitting, and generally enjoying life. And, of course, she wants to see more of her three grown "children" (and their significant others) and her two adorable grandchildren.

The good news is Linda will be close by when we need her help! She says she's willing to work with us on occasion when her expertise is required. We may have to wait until she's back from hiking the hills of Yakima County or harvesting shellfish on the farm in Puget Sound, but we'll shine the "WASPC signal" in the night sky until she answers our call. Thank you, Linda, for everything you've done for us.

Trivia Question: Do you know what the school mascot is for The Evergreen State College? Answer: The Geoduck (pronounced "gooey duck")



NIBRS Question: If someone is hit over the head with a clam shell, what is the offense and the type of weapon? Answer: "Aggravated Assault" and "Other Dangerous Weapon"



Linda Schaffel, circa 2002

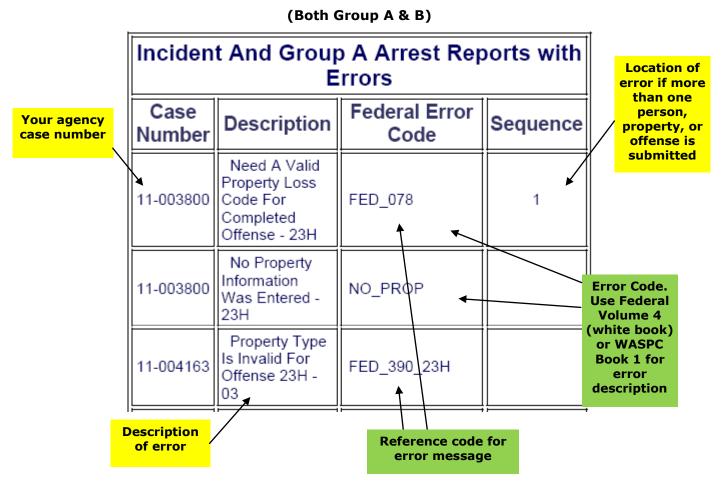


Linda, dressed as Mother Nature, or perhaps for college graduation as a "Wildlife Ecologist"?



Linda, January 2012, ready for "second shift"

How To Read Error Messages



"An error doesn't become a mistake until you refuse to correct it." John Fitzgerald Kennedy "Learn from the mistakes of others. You can't possibly live long enough to make them all yourself." Unknown

More About NIBRS "Errors, Issues, and What to Do" ...

Pop-Up Blockers

The reason you may be having problems generating the "Outstanding Errors and Incident/Arrests" report is because of a "pop-up blocker". Before running this error report from the "Standard Reports" screen, please remember to disable your pop-up blocker.

New Data Quality E-Mail Forthcoming

Starting in May 2013, NIBRS agencies will receive an e-mail every four (4) months listing common data quality issues and the number of incidents that relate to these issues. Although the data quality issues don't appear on the NIBRS error report, they should be reviewed for accuracy. Examples of data quality problems include larceny offenses with a burglary, offenders under the age of eight, shoplifting offenses with an individual as the victim, incest with no family relationship to the offender, etc.

Reporting "Legal Marijuana" as Property

A question has arisen concerning what the property type should be on marijuana in the possession of an individual arrested for an unrelated offense. If the marijuana is within Washington's legal limit for possession and it's logged in as a personal possession for safe-keeping, how is it coded and reported? If it isn't evidence related to the offense for which the person is arrested, *it is not coded or reported* to the State or FBI for NIBRS.

Time For Spring Cleaning?

The beginning of a new year is often when agencies review their retention schedule and prepare files for archive and/or destruction. But not all files are subject to destruction - pursuant to RCW 40.14.070(2): law enforcement agency investigative reports pertaining to sex offenders or sexually violent offenses that are not required in the current operation of the law enforcement agency or for pending judicial proceedings *shall* be transferred to WASPC for permanent electronic retention and retrieval following the expiration of the applicable schedule of the law enforcement agency's retention of the records.

Key points before archiving your sex offense case files with WASPC:

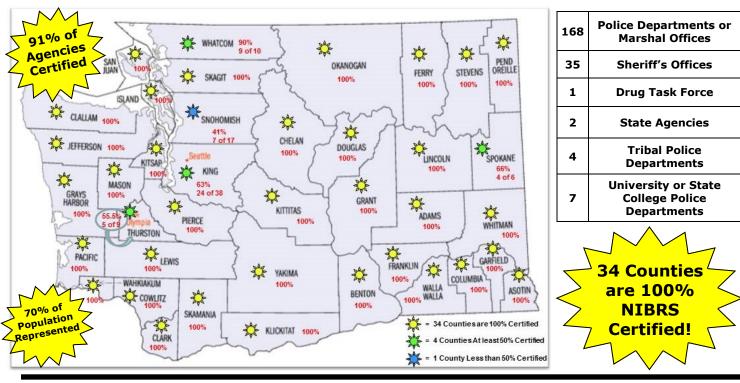
- Make sure the case is no longer under investigation or otherwise active.
- Organize the files by year and case file number; if possible, include a summary sheet for quick reference and retain a copy of the summary sheet for your own reference.
- Use standard-sized "banker boxes" with lids for easy lifting, shipping, and storage.
- Call or send an e-mail before delivery so we can prepare a storage area.
- Once the file is sent to WASPC, it is no longer public record and cannot be released except for the specific reasons outlined in RCW 40.14.070(2).

If you have any questions about sending archived sex offense case files, contact CJIS at (360) 486-2380 or cjis@waspc.org. \Rightarrow



Problems/Issues with your records management system (RMS), contact your local agency system administrator or your RMS vendor Help Desk

Problems/Issues with WASPC's NIBRS program or FBI UCR definitions, phone or e-mail WASPC CJIS (360) 486-2380 or cjis@waspc.org



As of March 15th, 217 Agencies are NIBRS Certified - Congratulations!

News from the WASPC CJIS Department

Is It Changing In Here or Is It Just Me?

The past four years have been hectic with agencies transitioning from Summary Uniform Crime Reporting (UCR) to the National Incident-Based Reporting System (NIBRS) method of submitting crime statistics. In 2008, the WASPC Executive Board chose January 1, 2012, as the target date for statewide conversion to NIBRS. The State UCR Program staff, Kellie Lapczynski, Linda Schaffel, and Tonya Todd, have been working steadily toward that goal . . . brave soldiers on a perilous mission. :) To date, there are only 21 out of 238 reporting agencies that are still working with toward conversion - mostly due to records management system upgrades.

To complicate life during this transition period, we've had updates and delays from the FBI with the additions of the Cargo Theft offense, Human Trafficking offenses, and Location codes and changes in the Rape definition, Hate/Bias codes, and Race/Ethnicity

codes. Plus, the State Program required the Gang Activity data element change from optional to mandatory by January 1, 2013.

Our "year-end" request for data verification has changed as well. In February, rather than send an individual e-mail to each sheriff and chief with a table of the agency's violent crime and property crime comparative rate percentages for two years (see Sample 1 below), we sent one e-mail to all NIBRS agencies with instructions on how to access the "Summary of Offenses" report in the repository (see Sample 2). Each Summary UCR agency received an e-mail with year-end reports for data review.

As we continue to "transition" from the "old" to "new" way of collecting, mining, and distributing crime statistic data, we will continue to look for ways to improve. Change is not easy but we're looking forward to our new repository platform and the advancements we'll gain once our state is 100% NIBRS. 🕸

Sample 1	2010	2011	% Change (NC = Not Calculable)	
Murder	19	20	5.3%	
Rape	96	100	4.2%	
Robbery	1429	1418	-0.8%	
Aggravated Assault	1978	2126	7.5%	
Total Violent	3522	3664	4.0%	
Burglary	6449	6807	5.6%	
Larceny	23284	21585	-7.3%	
Motor Vehicle Theft	3453	3400	-1.5%	
Arson	126	84	-33.3%	
Total Property	33312	31876	-4.3%	

Above: Sample 1 was sent with prior years' e-mail requests for data verification. Right: Sample 2 is the more comprehensive NIBRS "Summary of Offenses" report for your review.

Sample 2	Summary of Offense For 01/01/2012 through 12/31/2012						
NIBRS Offenses	Attempt	Complete	Total	Arrest	Exception	Total Clear	Percent Cleared
Murder and Non-Negligent Manslaughter	0	24	24	10	0	10	41.7%
Forcible Sex Offenses	16	331	347	95	9	104	30.0%
Forcible Rape	14	104	118	31	3	34	28.8%
Forcible Sodomy	2	37	39	10	2	12	30.8%
Sexual Assault With Object	0	12	12	4	0	4	33.3%
Forcible Fondling	0	178	178	50	4	54	30.3%
Robbery	149	1284	1433	318	15	333	23.2%
Aggravated Assault	0	2190	2190	1020	103	1123	51.3%
Simple Assault	0	5509	5509	2750	373	3123	56.7%
Intimidation	0	2080	2080	461	232	693	33.3%
Non-Forcible Sex Offenses	0	16	16	4	0	4	25.0%
Incest	0	10	10	1	0	1	10.0%
Statutory Rape	0	6	6	3	0	3	50.0%
Kidnapping	0	58	58	39	3	42	72.4%
Human Trafficking	0	0	0	0	0		0.0%
Human Trafficking - Commerical	0	0	0	0	0	0	0.0%
Sex Acts Human Trafficking - Involuntary	0	0	0	0	0	0	0.0%
Servitude Burglary/Breaking & Entering	525	5980	6505	414	45	459	7.1%
Arson	5	71	76	9	2	11	14.5%
Larceny	995	21115	22110	2470	319	2789	12.6%
Pocket-Picking	1	174	175	8	1	9	5.1%
Purse-Snatching	3	43	46	4	0	4	8.7%
Shoplifting	31	4308	4339	1963	164	2127	49.0%
Theft From Building	6	1852	1858	83	41	124	6.7%
Theft From Coin-Operated	3	18	21	7	0	7	33.3%
Machine or Device Theft From Motor Vehicles	877	8204	9081	174	11	185	2.0%
Theft From Motor Vehicles Parts/	13	1258	1271	174	7	24	2.0%
Accessories	15	1230	12/1	17	1	24	1.970
All Other Larceny	61	5258	5319	214	95	309	5.8%
Motor Vehicle Theft	242	3434	3676	100	89	189	5.1%
Extortion/Blackmail	8	13	21	5	0	5	23.8%
Counterfeiting/Forgery	23	310	333	41	2	43	12.9%
Fraud	102	2663	2765	126	16	142	5.1%
False	39	620	659	101	13	114	17.3%
Pretenses/Swindle/Confidence Game Credit Card/Auto Teller Machine	36	1330	1366	16	1	17	1.2%
Fraud	50	1550	1300	10			1.2 /0
Impersonation	18	604	622	9	2	11	1.8%
Welfare Fraud	1	8	9	0	0	0	0.0%
Wire fraud	8	101	109	0	0	0	0.0%
Embezzlement	0	131	131	30	10	40	30.5%
Stolen Property Offenses	0	193	193	139	2	141	73.1%
Destruction/Damage/Vandalism of Property	12	5623	5635	754	149	903	16.0%
Drug/Narcotic Offenses	1	1696	1697	1169	77	1246	73.4%
Drug/Narcotic Violations	0	1290	1290	923	50	973	75.4%
Drug Equipment Violations	1	406	407	246	27	273	67.1%
Pornography/Obscene Material	0	12	12	2	0	2	16.7%
Gambling Offenses	0	2	2	2	0	2	100.0%
Prostitution Offenses	0	246	246	127	1	128	52.0%
Prostitution	0	236	236	121	1	122	51.7%
Assist or Promote Prostitution	0	10	10	6	0	6	60.0%
Purchasing Prostitution	0	0	0	0	0	0	0.0%
Violation of No Contact Order	0	1175	1175	383	125	508	43.2%
Bribery	0	0	0	0	0	0	0.0%



