



Wyoming IBRS

The NIBRS Transition

Happy Spring!! What a crazy first quarter this has been. With the COVID-19 situation, everyone is having to figure out what the “new normal” is. Most of us have been working remotely, or adjusting the number of bodies in their offices at one time. I appreciate how everyone has tried to keep things “business as usual” with very little issues being reported in the UCR world. A reminder to all agencies that you must be transitioned to NIBRS by January 1, 2021, or will no longer be able to report Uniform Crime Reporting data. The FBI has made it very clear that the penalty for not reporting in NIBRS could result in penalties to federal grants.

WYOMING NIBRS STATUS UPDATE

Things have been moving along with agencies in their transition to NIBRS. Currently, the following agencies are submitting in NIBRS: Park County SO, Cody PD, Powell PD and Evanston PD. Additionally, Thermopolis PD, Worland PD and Jackson PD are now submitting NIBRS through the Crime Insight Web Incident Editor. Several agencies are in various stages of completing their test plan, and are anticipated to be submitting NIBRS data shortly.

A reminder that Web Incident Editor through the Crime Insight application is still available.

This is a free application that is maintained by DCI through our vendor, Beyond 20/20. This is ideal for agencies who have less than 20 entries a month, as each incident would need to be entered individually. There are no maintenance fees or cost to the user agency to use this program. If your agency didn't receive an email, and you would like to explore this option, please reach out to Diana via email. If you know of an agency not currently reporting UCR data, please share this information with them and if they are interested please email Diana.

FBI 2020 UCR AUDIT

****Update****

Due to the COVID-19 situation, the FBI has “postponed” the audit that was scheduled for June 2020. They will advise when it will be rescheduled and I will be sure to pass that along as soon as I hear anything.

NIBRS TRAINING

We have several classes scheduled for NIBRS training. The class is 16 hours long and POST certified. The classes are as follows:

- Cody PD – June 16-17, 2020
- Sweetwater SO (Rock Springs) – June 24-25, 2020
- Cheyenne PD – August 17-18, 2020
- Campbell SO – August 20-21, 2020

These classes are not how to get your information from a RIMS/RMS system, or how to enter in Web Incident Editor. These classes are designed to give you the nuts and bolts of NIBRS data and how it relates. Your vendor should provide your agency with your specific RMS/RIMS information, and if your agency plans to use Web Incident Editor, I will be reaching out to your agency for training in that application.

If you are interested in attending any of these classes please contact me via email with the attendee's name and email address. This will be the full user 16 hour class. All attendees must attend the full 16 hours to be certified in NIBRS. This is also approved for 16 hours of POST credit. Some of these classes have limited space, so if need be preference will be given to people who have not attended a NIBRS training before. If space is available for your specific class request, we will certainly accept people who are wanting a refresher course.

I want to remind everyone that there is no online option for the full user training. Each reporting agency must have a least one person certified by DCI, and the only way to do that is attending a class.

Effective February 1, 2020, once an agency has been given the go ahead to start submitting live data in NIBRS, you have two months to do this. [Failure to do so within that two month period will require the User Agency to resubmit their test data to essentially start the certification process over.](#) This is especially noteworthy for the Web Incident Editor agencies. If you have any questions please reach out to Diana.

UCR BUSINESS –

Reporting Times – Every month, considerable time is spent trying to get UCR reports uploaded in a timely fashion. You may begin submitting the previous month's report on the 1st of the following month (ex: June reports can be uploaded beginning July 1). All reports **NEED** to be uploaded by the 20th of the month. DCI will send out **one** reminder that we haven't received those reports near the 20th of the month. Failure to provide them by the cutoff data will result in DCI submitting the file to the FBI without your agency's information. This may impact any federal grant requests your agency has in process and can impact timely reporting in the FBI's publications (and ours). Please ensure those files are uploaded by no later than the 20th of the month following the reporting period.

**** Please email your UCR workbook for that month to DCI after you've uploaded your files into Crime Insight. Hopefully this will reduce the amount of time for agencies when I have to request the workbook for potential FBI errors and warnings.**

Domestic Violence - We ask that any agency that is reporting to please let me know via email if you do **NOT** have domestic violence to report for a specific month. This will save us from having to try and hunt down the report status down the road when we are approaching bench mark dates. We

appreciate your cooperation. There is no zero report for Domestic Violence (Summary reporting). The only way we know that you don't have anything to report is if you tell us. **There is no need to email the Domestic Violence workbook unless there was a problem in your upload. DCI can retrieve that workbook directly from Crime Insight, provided it is not in a "failed" status.**

Summary workbooks –

The FBI advises that there seems to be a problem with the UCR Summary Workbook not completely clearing data when agencies attempt to re-use a previous workbook. It looks like the previous data is gone, when in fact when you "generate summary files", the data may show up in the flat file, generating a possible error. Per the FBI, please utilize a clean workbook every month, not one that you previously put data in. You can retrieve this from the DCI website. Hopefully this will help reduce some of the errors we are seeing.

There appears to be some confusion regarding when to report domestic violence and when not to report it in Summary reporting. If the **offender** in a domestic violence case is under 16yrs of age, we cannot report that on the Domestic Violence workbook, but it does need to be counted in the Assaults portion of the Summary workbook. We've also had a couple of cases recently that resulted in death involving "ex" relationships. If they meet the statutory definition of domestic relationship, they need to be included in the domestic violence workbook. These rules only apply to UCR Summary contributors **ONLY**. The Domestic Violence workbook will go away once an agency begins submitting NIBRS data. If you have any questions please reach out to Diana for clarification.

Crime Insight –

- 1) If you upload and receive a status of "completed with XX errors" (XX = any number), we need to correct those errors before it will accept the data. Please contact UCR for assistance on how to correct those errors. Failure to correct the errors will result in the FBI not accepting your data. Failure to provide 12 months of data results in exclusion from any UCR publications, both state and federal. Every agency is responsible for ensuring that corrections are made to your upload files, as well notifications from the FBI on errors. If you have questions on how to correct files, please contact Diana.
- 2) When uploading the Wyoming Domestic Violence (DV) workbook into Crime Insight, users must ensure they are using the correct, most current workbook. Failure to do so results in failed data status. The most current DV work is available on the DCI web site as: [DV Template 2018_07_01_r5](#). As stated above, if you upload and receive a status of "completed with XX errors" (XX = any number), we need to correct those errors before it will accept the data. Please contact UCR for assistance on how to correct those errors.
- 3) Submission deadlines to Crime Insight – All agencies can begin submitting their monthly report on the first day of the month following the reporting period. **All reports need to be submitted via Crime Insight by the 20th of the month** following the reporting period. This allows time to get corrections done before the FBI deadline.
- 4) The FBI is requesting that follow up with all errors (EDS) and warnings (WDS) be researched to determine if the data given contains inaccurate data. This is very time consuming for the local agencies and DCI, however I did find several errors in the workbooks that were submitted.

I want to thank everyone for their patience while we work to correct those errors. I'm hoping that with the agencies emailing their workbooks at the time, there can be more timely corrections to problem files with minimum impact to agencies.

NIBRS Training Scenarios -

In the current COVID-19 situation, this scenario was asked of the FBI NIBRS trainers.

A call for service is received by law enforcement from a grocery store regarding a suspicious person inside the store. When law enforcement arrives and attempts to engage the suspect, he then tells them he has coronavirus and starts coughing on the responding officers. How would you report this incident?

- Offender(s) with an infectious disease (COVID, HIV+, SARS, Infectious Hepatitis, etc.) intentionally coughs on/spits on/otherwise tries to infect a victim with the pathogen would be classified as **13A – Aggravated Assault**.
- Offenders(s), faking an infectious disease, intentionally coughs/spits/or otherwise tries to infect a victim with a perceived pathogen would be classified as **13C-Intimidation**.
- Offender(s) with an infectious disease, that intentionally coughs on (no physical contact), the **Weapon Type would be 90-Other**.
- Offender(s) with an infectious disease that intentionally spits on/bites/or has sex with a victim (physical/bodily fluid contact), the **Weapon Type would be 40-Personal Weapons**.

Larceny/Theft Reporting –

The UCR office has created a “cheat sheet” of the NIBRS Larceny/Theft types and how to correctly report them. It is available on the DCI web page at this link: <http://wyomingdci.wyo.gov/dci-criminal-justice-information-systems-section/uniform-crime-reporting/nibrs-training>. Go to the last half of the page and look for **LARCENY REPORTING CHEAT SHEET** in the .pdf list.

DCI WEBSITE

We have been making every effort to keep all documentation needed for NIBRS transition available on our public website found at <http://wyomingdci.wyo.gov/dci-criminal-justice-information-systems-section/nibrs>. This includes updated Technical Specifications, User Manuals, previous newsletters and the Wyoming NIBRS DCI Agency/Vendor test plan among others are all available via the website. Please refer your vendors to the website first when starting your NIBRS transition journey.

There is now a new page dedicated to NIBRS training available from the DCI Website at:

<http://wyomingdci.wyo.gov/dci-criminal-justice-information-systems-section/uniform-crime-reporting/nibrs-training>.

On that page you will find all future newsletters, NIBRS training dates, NIBRS training documents for attending NIBRS training, and UCR Spotlight and Quarterly Newsletters provided by the FBI.

Speaking of the UCR Spotlight, please review the latest edition which is located here: <https://docs.google.com/a/wyo.gov/viewer?a=v&pid=sites&srcid=d3lvLmdvdnXkY2ktLS1wdWJsaWN8Z3g6NDNmMGRjODg0Zjg0ZWZhZQ>

The FBI is making major changes in LEOKA reporting, and this will tell you what to expect when you report LEOKA:

National Use of Force Data Collection (UoF)

The data collection began on January 1, 2019, at the request of federal, state, local, tribal, and major law enforcement agencies. The data collection promotes transparency between law enforcement and the communities they serve.

As of December 23, 2019, almost 37 percent of an estimated 860,000 federal, state, local, and tribal law enforcement officers participate in the National UoF Data Collection. More than 4,300 (4,331) of the estimated 18,400 nonfederal law enforcement agencies participate in the National UoF Data Collection, including 31 tribal and 148 college or university agencies. Twenty-seven federal agencies also participate in the National UoF Data Collection.

The voluntary National UoF Data Collection gathers data on law enforcement **use-of-force incidents that result in the death or serious bodily injury of a person, as well as data on the discharge of a firearm at or in the direction of a person.**

The term “serious bodily injury” means “bodily injury that involves substantial risk of death, unconsciousness, protracted and obvious disfigurement, or protracted loss or impairment of the function of a bodily member, organ, or mental faculty.” The definition is based, in part, upon Title 18, U.S.C., Section 2246(4).

The goal of the resulting statistics is not to offer insight into single use-of-force incidents, but to provide an aggregate view of the incidents reported and circumstances, subjects, and officers involved.

Throughout 2019, the FBI communicated the importance of this data collection to CJIS Systems Officers and state UCR Program managers, federal law enforcement agencies, major law enforcement organizations, and state chiefs and sheriffs’ associations. The FBI continues to collaborate with all law enforcement agencies, including federal, college and university, and tribal agencies, to gain participation in the National UoF Data Collection. The FBI encourages participating agencies to champion this data collection and share the benefits of the data to all law enforcement officers.

The State of Wyoming is not the collection point for this data collection. Agencies wishing to participate or that have questions about the National UoF Data Collection are encouraged to visit the UoF website at www.fbi.gov/useofforce or send an e-mail to useofforce@fbi.gov.

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