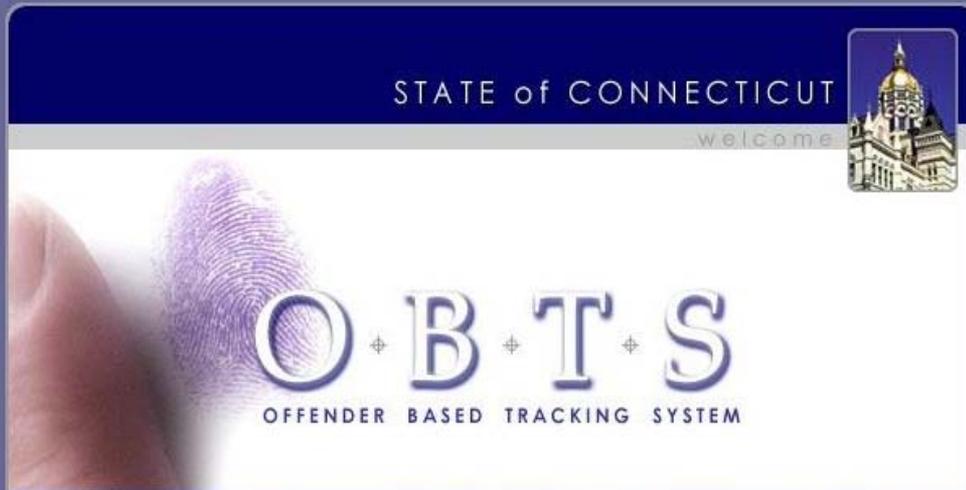


# TRAINING

*From time of arrest...*



# TRAINING

*...to release from probation*

TRAINING



Welcome to  
OBTS Training!

# GROUND RULES



Everyone is responsible for their own learning -- questions are encouraged and can be asked at any time!

Put cell phones, beepers on vibrate; no texting!

Please return from break on time!

Collaboration is allowed!  
All activities and the Certification Exam are “open book”!

**AGENDA**

Section 1	Introduction
<b>Section 2</b>	<b>OBTS Overview</b>
Section 3	How OBTS Collects Data
Section 4	Accessing and Disseminating OBTS Data
Section 5	How to Use the OBTS
Section 6	OBTS Certification Exam (Open Book!)

# What is OBTS?



An information system which provides a repository of offender, case, and arrest data from existing Agency criminal justice information systems.

# Why was OBTS developed?

## Investigation and Research



**One Single  
Repository**



**Near Real  
Time Data**

## Who Uses OBTS?



### OBTS Main Customers in Government

<b>Local</b>	<b>State</b>	<b>Federal</b>
<ul style="list-style-type: none"><li>▪ Municipalities</li><li>▪ Local Police Dept.</li></ul>	<ul style="list-style-type: none"><li>▪ Executive Branch</li><li>▪ Judicial Branch</li><li>▪ Legislative Branch</li></ul>	<ul style="list-style-type: none"><li>▪ Federal Agencies</li><li>▪ National Assoc.</li></ul>

## Current Uses

### Judicial Branch



### State, Local & Other Law Enforcement



NOTE: Law Enforcement includes DCJ, DOC, Public Defender and Victim Advocate

# What Kind of Data Can I Expect to Find?

State of Connecticut (adult) offender data **ONLY**



## Examples:

- ✓ Offender classifications
- ✓ Comprehensive case status
- ✓ Profiles on offenders
- ✓ Court criminal histories
- ✓ Arrest data
- ✓ Information regarding probation and parole
- ✓ Offender status

## What Kind of Data is NOT Found?

- No National Crime Information Center (NCIC) data
- No National Law Enforcement Telecommunications System (NLETS) data
- No COLLECT data
- No old format rap sheet data
- No manual files in Master Name Index (MNI) and Computerized Criminal History (CCH)
- No centralized infractions bureau historical data
- No historical data from Protective Order Registry (POR) and Paperless Re-Arrest Warrant Network (PRAWN)



## Planned Future Uses for OBTS



- Inclusion of No Contact Orders – target date TBD
- Foreign Orders (Out of State Protection Orders)
- Inclusion of Photo/Mug-Shot data and DNA information
- Sex Offender Registry (SOR) and Case Notes (Board of Pardons and Parole) are in use, but not currently interfaced with OBTS
- The interface to receive Probation and Bail information from CMIS (Case Management Information System) is being planned; currently not in production
- The new Sentence and Time Calculation System from DOC is currently being tested

## Planned Future Uses for OBTS

### Making OBTS Even More Effective:

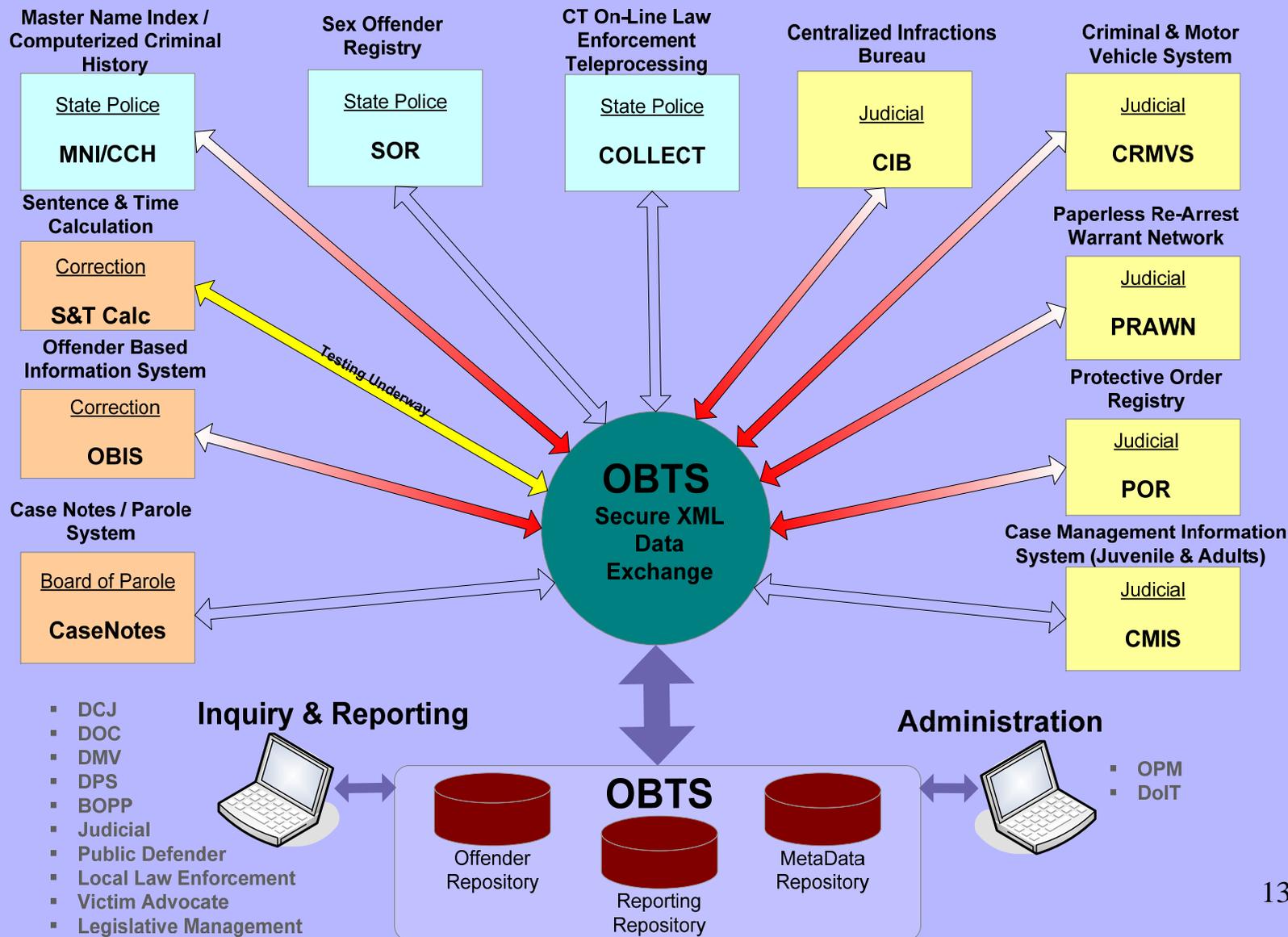
- Providing Notifications to inform authorized agencies of the addition of significant data
- Providing a mechanism to exchange information between existing criminal justice information systems
- Enabling future criminal justice information initiatives to integrate with existing CJIS systems



**AGENDA**

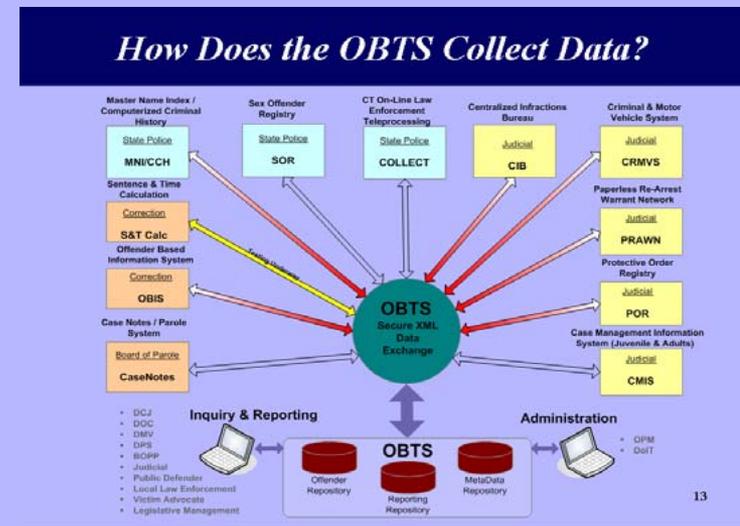
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# How Does the OBTS Collect Data?



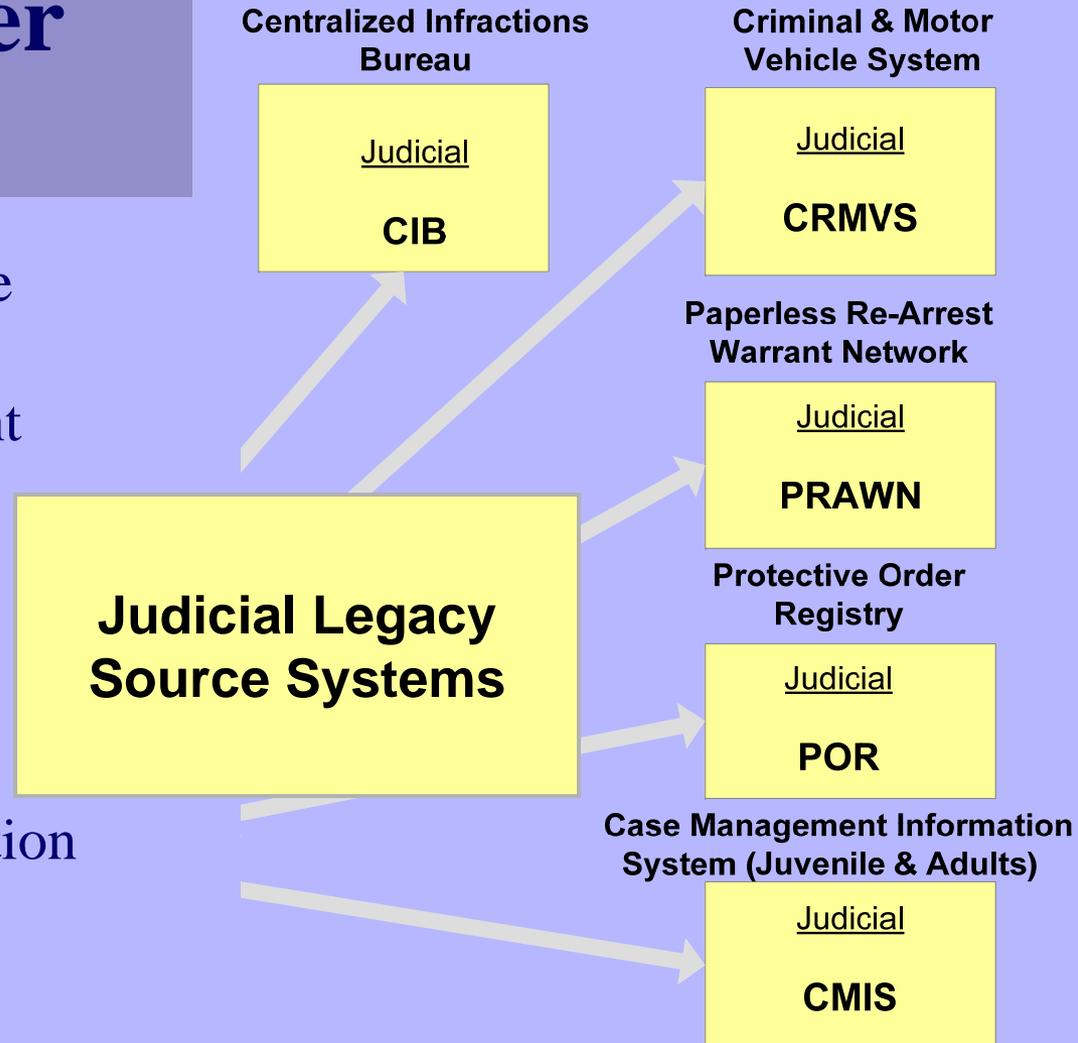
# What is a CJIS Business Event?

... a decision or action that generates  
“*Criminal Justice Enterprise Information*” and  
causes the exchange of information



# Judicial Computer Systems:

- Criminal and Motor Vehicle System (CRMVS)
- Paperless Re-Arrest Warrant Network (PRAWN)
- Protection Order Registry (POR)
- Centralized Infractions Bureau (CIB)
- Case Management Information System (CMIS) (*future interface*)



## Judicial Business Events:

### Judicial Legacy Source Systems

#### Examples:

- ✓ Uniform Arrest Record (UAR)
- ✓ Misdemeanor /MV Summons, and Complaint (MSC) Arrest
- ✓ Complaint Ticket Arrest
- ✓ Charging, Continuance, Re-Arrest, Disposition
- ✓ Protective, Standing Criminal Restraining, and No Contact Orders
- ✓ Superior Court Bail Decision, Centralized Infractions Bureau Case Disposition
- ✓ Adult Probation and Bail Commission Community Supervision
- ✓ Erasure

Master Name Index /  
Computerized Criminal  
History



Sex Offender  
Registry



CT On-Line Law  
Enforcement  
Teleprocessing



## DPS Computer Systems:

### State Police Bureau of Identification (SPBI)

- Master Name Index/Computerized Criminal History (MNI/CCH)
- Sex Offender Registry (SOR)
- Connecticut On-Line Law Enforcement Teleprocessing (COLLECT)

**DPS Legacy  
Source Systems**

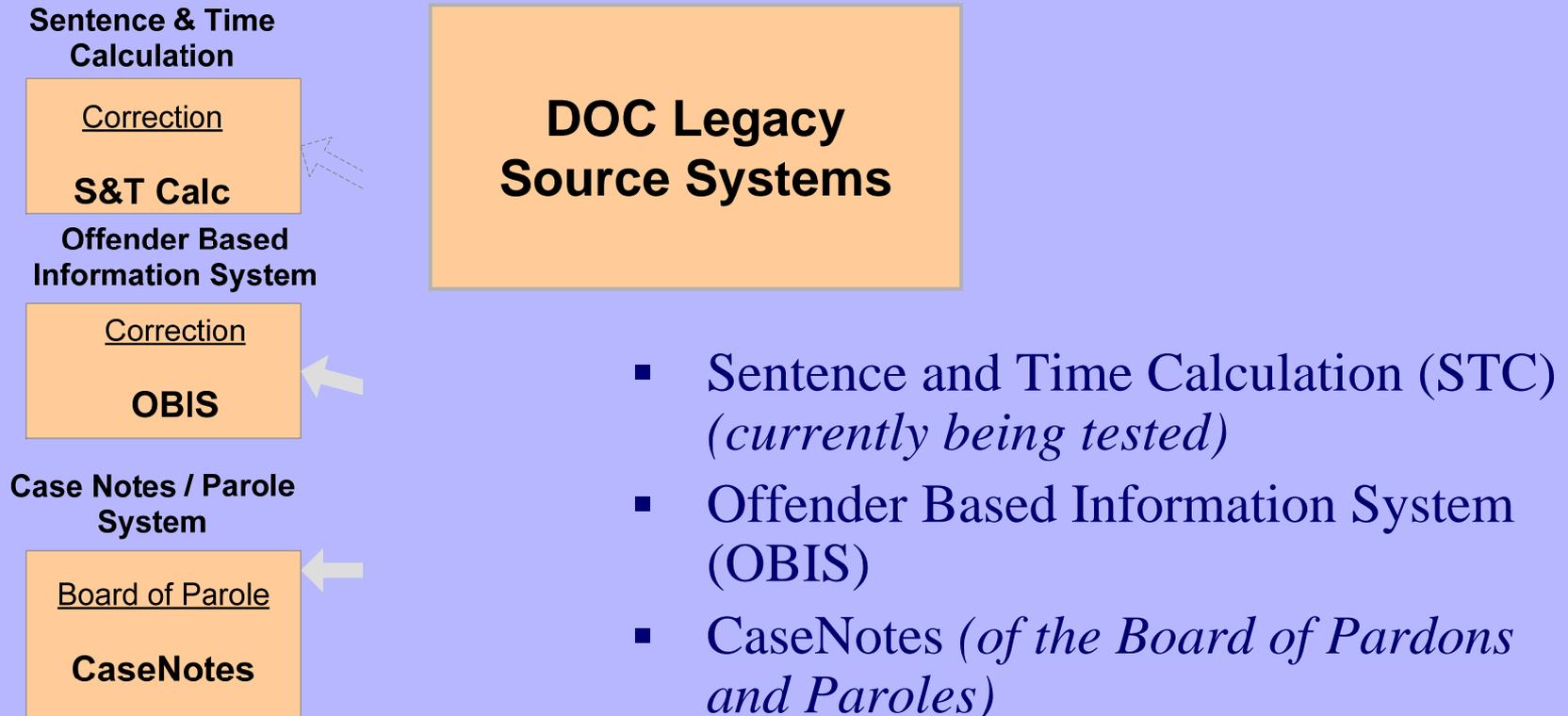
## DPS Business Events:

### Examples:

- ✓ Uniform Arrest Record (UAR)
- ✓ Misdemeanor /MV Summons, and Complaint (MSC) Arrest
- ✓ Complaint Ticket Arrest
- ✓ Charging, Continuance, Re-Arrest, Disposition
- ✓ Protective, Standing Criminal Restraining, and No Contact Orders
- ✓ Centralized Infractions Bureau Case Disposition

**DPS Legacy  
Source Systems**

# DOC Computer Systems:



## DOC Business Events:

### Examples:

- ✓ Pre-Trial, Post-Conviction  
Incarceration
- ✓ DOC Release, DOC Community  
Supervision
- ✓ DOC Offender Transfer, Escape
- ✓ Extradition, Death

**DOC Legacy  
Source Systems**

# “Who Provides What?” Chart

	Judicial Branch	DoC	DPS	New
<b>Offender</b>				
Status	√			√
Classifications	√			√
Name / DoB	√	√	√	
Identifiers		√	√	
Addresses	√	√	√	
Characteristics		√	√	
Locations	√	√		
<b>Arrests (Arrestee, Charge Details, Companion UAR)</b>	√			
<b>Court Cases</b>				
Case Status	√	√		√
Defendant	√			
Case Details (Latest Activities, Orders, Attorneys)	√			
Associated Cases	√			
Charges / Dispositions	√			
Court Case Activities	√			
Re-arrests	√			
Bails / Bonds (Client, Bail/Bond Details)	√			
Pre-Trial & Post - Judgment Programs	√			
<b>Incarcerations</b>				
Inmates		√		
Incarceration Details		√		
<b>Protection Orders</b>	√			
<b>Parole Decisions (Future)</b>		√		
<b>Probations (Future)</b>	√			
<b>Sex Offender Registration (Future)</b>			√	

# Ensuring the Integrity of OBTS Data

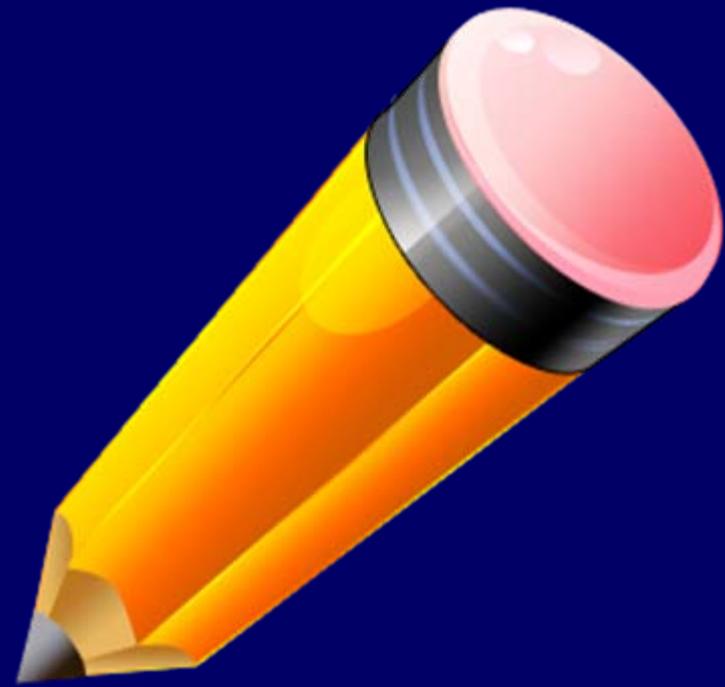
## YOUR Responsibilities:

- Enter and maintain the highest quality of data in the Legacy Source Systems
- Enter data in the Legacy Source Systems in a timely manner
- Be aware of current known issues



# Matching Exercise

Write the  
appropriate  
alphabet letter  
in front of  
each question.



# Time for Review!



## Question 1

From which state branches or agencies does the OBTS receive offender address information?

K.  
DPS  
DOC  
Judicial Branch



## Question 2

What is the information system which provides a repository of offender, case, and arrest data from existing agency criminal justice information systems?

L. Offender Based Tracking System (OBTS)



## Question 3

Give 4 examples  
of data sources  
that are not  
included in OBTS.

F.  
NCIC  
NLETS  
COLLECT  
SOR



## Question 4

Give an example  
of a criminal  
justice business  
event.

C. Uniform Arrest  
Record (UAR)



## Question 5

True or False?  
OBTS identifies  
the source system  
of all data  
to the user.

D. True



## Question 6

True or False?  
OBTS contains  
information on  
juveniles who are  
detained and/or  
processed through  
Juvenile Court.

H. False



## Question 7

When did OBTS  
go live?

I. July 2004



## Question 8

This information is currently not included in OBTS but there are future plans to do so.

B.  
No Contact Orders  
Photo/Mug Shot  
Data  
DNA information

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## Who is Authorized to Use OBTS?

OBTS Data is Available to Criminal Justice and Other Agencies, as defined in CGS subsection (b) of section 54-142g

### State Statutes



<http://www.cga.ct.gov/2009/pub/chap961a.htm#Sec54-142g.htm>

# Who is Authorized to Use OBTS?

<b>Law Enforcement</b>	<b>Judicial Branch</b>	<b>Other Agencies</b>
<ul style="list-style-type: none"> <li>▪ Division of Criminal Justice (DCJ)</li> <li>▪ Department of Public Safety (DPS)</li> <li>▪ Municipal Police Departments (CPCA)</li> <li>▪ Federal Agencies</li> <li>▪ Agency Law Enforcement Units in DMV, DEP, DCP, DRS, DMHAS</li> </ul>	<ul style="list-style-type: none"> <li>▪ Court Support Services Division</li> <li>▪ Superior Court Operations</li> <li>▪ Appellate</li> <li>▪ Centralized Infractions Bureau</li> <li>▪ Office of Victim Services</li> </ul>	<ul style="list-style-type: none"> <li>▪ DOC, including Board of Pardons and Parole</li> <li>▪ Division of Public Defender Services</li> <li>▪ Office of Victim Advocate</li> <li>▪ Legislative Management</li> <li>▪ DOIT</li> <li>▪ OPM</li> </ul>

# Computer System Security

## Defined by Statutes



**Your  
Job Role**

**=**

**What You Can  
See and Access**

# Security Levels: “Who Can See What” Chart

	OBTS										
	Cat. A	Cat. B	Cat. C	Cat. D	Cat. E	Cat. F	Cat. G	Cat. H	Cat. I	Cat. J	Ad Hoc Rptng.
<b>Law Enforcement</b>											
Municipal Police Departments	Yes	No	Yes	Yes	Yes	No	Yes	Yes	Yes	Yes	Yes
Federal	Yes	No	Yes	Yes	Yes	No	Yes	Yes	Yes	Yes	Yes
DMV - Commercial Vehicle Safety Public Service Transportation	Yes	No	Yes	Yes	Yes	No	Yes	Yes	Yes	Yes	Yes
DPS	Yes	No	Yes	Yes	Yes	No	Yes	Yes	Yes	Yes	Yes
DEP - LE unit	Yes	No	Yes	Yes	Yes	No	Yes	Yes	Yes	Yes	Yes
DCP - LE unit	Yes	No	Yes	Yes	Yes	No	Yes	Yes	Yes	Yes	Yes
DRS - LE unit	Yes	No	Yes	Yes	Yes	No	Yes	Yes	Yes	Yes	Yes
<b>Judicial</b>											
CSSD	Yes	No	Yes								
Superior Court Operations	Yes	No	Yes								
Centralized Infractions Bureau	Yes	No	No	Yes	Yes	No	Yes	No	No	No	Yes
Office of Victim Services	Yes	No	No	Yes	Yes	No	Yes	No	No	No	No
Division of Criminal Justice Services	Yes	No	Yes								
<b>Dept. of Correction</b>											
Parole	Yes	No	Yes	Yes	Yes	No	Yes	Yes	Yes	Yes	Yes
Pardons	Yes	Yes	Yes	Yes	Yes	No	Yes	Yes	Yes	Yes	Yes
Corrections	Yes	No	Yes	Yes	Yes	No	Yes	Yes	Yes	Yes	Yes
<b>DMV</b>	Yes	No	No	Yes	Yes	No	Yes	No	No	No	Yes
Office of Victim Advocate	Yes	No	No	Yes	Yes	No	No	No	No	No	No
Office of the Chief Public Defender	Yes	No	No	Yes	Yes	No	Yes	No	No	No	Yes
Legislative Management	No	Yes									
DMHAS	Yes	No	Yes	Yes	Yes	No	Yes	Yes	No	No	No
OPM	Yes	No	No	Yes	Yes	No	Yes	No	Yes	Yes	Yes



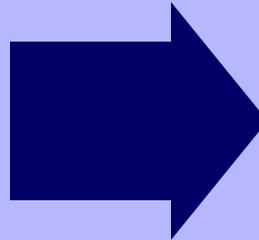
# OBTS Case Types

Category A	Cases with Continuances more than 13 months old (not currently distinguishable)
Category B	Pardoned Cases
Category C	Post-finding Alcohol Education or Drug Education Sealed Cases
Category D	Post-finding Cases awaiting Erasure
Category E	Post-finding Convicted Cases
Category F	Sealed Juvenile Transfer Cases
Category G	Pre-finding Cases
Category H	Pre-finding Alcohol Education or Drug Education Sealed Cases
Category I	Pre-finding Youthful Offender Sealed Cases
Category J	Offender Adjudged Youthful Offender, Cases pending Erasure <sup>37</sup>

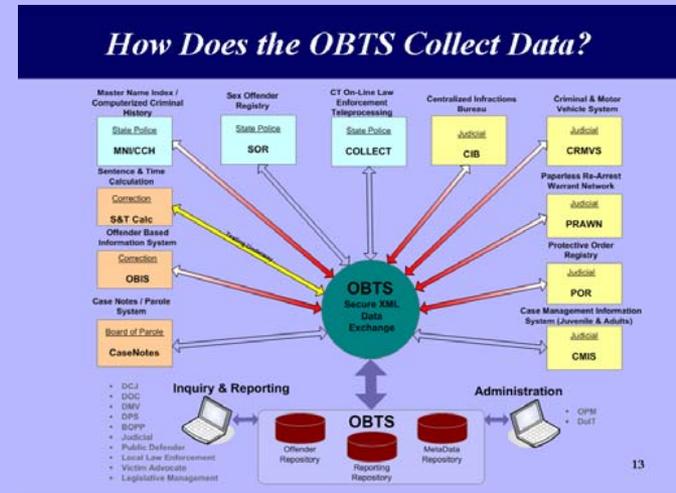
# Who Can See What?

Access vs. Dissemination: There's a Difference!

## IT Support



## OBTS



1. Use OBTS on COLLECT-Certified Workstations!
2. For **Non-COLLECT** Certified Workstations, do the following:
  - Complete a **CJIS-2 Security Compliance Assessment Form** and submit to the CJIS Support Group
  - When approved, complete a **CJIS-3 Security Compliance Certification Form** and submit to the CJIS Support Group

## Security Procedures



*For Forms and  
Instructions:*  
**See the CJIS Portal**  
<http://www.cjis.ct.gov>

## **3 Rules Regarding Access and Dissemination of OBTS Data**

- 1. Must be for criminal justice and/or law enforcement purposes only.**
- 2. Must be accessed/disseminated only for the performance of your job duties.**
- 3. Access and dissemination of OBTS data must be in accordance with your Agency's existing policies.**

## It's the LAW!

**Under no circumstances can OBTS data be used for:**

- Personal Use or Curiosity
- Private Investigation Work
- Personal Profit or Gain



**OBTS Users must not perform queries for:**

- Private investigators
- Freedom of Information Act (FOIA) requests
- Other State or Municipal Agencies (if not in the performance of your job duties)
- The Public (if not in the performance of your job duties)
- Volunteer Agencies or Organizations, such as school or sport-affiliated organizations, etc.

# What Do You Think Happened?



An individual was making criminal history information inquiries on behalf of a private investigator and charging for the inquires.

1. Nothing
2. The individual was counseled
3. The individual's OBTS access was terminated
4. The individual was terminated and criminally prosecuted

**The individual was terminated and criminally prosecuted.**

# What Do You Think Happened?



An individual ran a criminal history check and used the results to intimidate, threaten and harass another person. The person who was harassed reported the individual to the police.

1. Nothing
2. The individual was counseled
3. The individual had to apologize and promise to never do it again
4. The individual was terminated, arrested, and criminally prosecuted

**The individual was terminated, arrested, and criminally prosecuted.**

# What Do You Think Happened?



An individual ran a criminal history check on their step-child; the intent was to help the child and there was no real victim.

1. Nothing
2. The individual was counseled
3. The individual's OBTS access was terminated
4. The individual was verbally reprimanded and a letter placed in their employment file.

**The individual was verbally reprimanded and a letter placed in their employment file.**

## Audit Trails

### *Inquiry Logs:*

1. Date/Time of Inquiry (Query) was submitted
  2. Reason and the Requestor ID (if entered)
  3. Search Criteria for the Inquiry, including any Identifiers
- You are accountable for queries made with your User ID
  - Do not share your User ID or password
  - Be sure to log-off before leaving your computer

## Proposed Sanctions for Misuse

- **1st Offense:** Agency imposes penalties
- **2nd Offense:** 30-day suspension of OBTS access
- **3rd Offense:** Termination of OBTS access rights; can be reinstated upon successful appeal to CJIS Governing Board



**NOTE:** Offenses can result in criminal charges. Agencies can impose greater penalties than those indicated.

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# HOW to USE OBTS Demonstration





<http://www.cjis.ct.gov>



**It's Your Turn  
to Practice!**

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## OBTS Certification Process:

1. You sign the Certification Form
2. You take the Exam (“Open Book”)
3. Instructor Grades the Exam
4. Instructor Signs the Certification Form
5. You get a Copy of the Form; CJIS Support Group Keeps the Original

Certification is  
Required  
by the  
CJIS Governing  
Board  
and  
Policy  
Committee

## How to Take the Certification Exam

- There are 15 questions.
- You must get 11 answers correct.
- Use your answer sheet only; **do NOT mark on the exams**, as we *re-cycle* them!
- When you are done, turn in your answer sheet.



**Do NOT mark the test booklet;  
Use the provided Answer Sheet!**



# Certification Exam

# Congratulations!

*Certified*  
**OBTS Users!**

