



# LEDs

FEBRUARY, 2009  
WINTER

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## 2009 Recertification!

The bi-annual recertification has begun. The time period to be able to recertify began January 1st, 2009 and lasts until June 30th, 2009. Only users who were issued and completed a training guide in 2007 and 2008 along with employees who completed the 2007 Recertification are eligible to recertify in 2009. If you missed the 2007 Recertification and have not completed a training guide in 2007 or 2008, you are not eligible for the 2009 Recertification. For those users who have, or will, complete the training guide in 2009, you do not need to complete the 2009 Recertification also.

The only exceptions to the January 1st - June 30th deadline will be to those who were on active military duty or on administrative/medical leave during this time.

Page 1 of the recertification compendium is required to be maintained in your agency's LEDs training file. Do not send the signed compendium to LEDs.

Contact your LEDs Representative if you are unsure about which compendium to completed.

The 2009 Recertification Compendiums along with a list of FAQ's are located on LEDs Secure Link at:

[http://www.oregon.gov/OSP/CJIS/Secure\\_Link/LEDs\\_Manual.shtml](http://www.oregon.gov/OSP/CJIS/Secure_Link/LEDs_Manual.shtml)

### LEDs TRAINING

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*Kristine Hume Bustos,  
Training & Education  
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## MESSAGE FROM THE DIRECTOR

In 2009 we will mark the 40<sup>th</sup> year of LEDS providing service to the criminal justice and regulatory community in Oregon and Nationwide. As recognition of this anniversary we are going to focus on 2009 being the "Year of the User." From its initial inception as a teletype system using dedicated connections, LEDS now has over 14,000 users, and processes 27 million messages a month from 25,000 devices connected in Oregon alone. Users can now access LEDS from a PDA, or other mobile device, directly where they need the information regardless of if they are on the side of the road, or in an office. LEDS provides critical, time sensitive information to its users and any way that we can enhance that service benefits the overall public safety community in Oregon. Please contact us at anytime if you have ideas about how LEDS can better serve you, or if you have any concerns about the service you receive from us.

**As a reminder your points of contact at LEDS are: (503 378 3055)**

- **Terry O'Connell, LEDS Director: ext 55020**
- **Kristine Hume-Bustos, Training Manager: ext 55015**
- **Margrethe Gregg, Operations Center Manager: ext 55001**
- **Jeff Bock, Oregon Uniform Crime Reporting (OUCR): ext 55002**
- **Keith Kohan, LEDS Systems Section Manager: ext 55012**
- **Dan Malin, Quality Auditor: ext 55007**
- **Michael Curtis, Information Security Officer (ISO): 55004**
- **LEDS/OERS Operations center: 503 378 5565 (available 24 x 7)**

During the week of January 12-16, 2009 the FBI Criminal Justice Information Services (CJIS) Division conducted an audit of LEDS and Oregon users of the National Crime Information Center (NCIC). This audit is conducted every 3 years and reviews how the system was accessed and used. Based on the outcome of an audit an agency's access to NCIC, and LEDS can be terminated. This audit was an outstanding learning tool for everyone involved and helped point out some items which has previously been acceptable practice, but no longer is due to changes in NCIC policy. An audit is not something to fear, but should be viewed as a validation that you are following the appropriate policies when accessing and utilizing LEDS/NCIC. Thank you for your hard work in preparing for the audit and your following of LEDS/NCIC policies. I know that the policies can be complicated, and arduous, but they are there to protect the integrity of the system and the data in it.

Many of you know that in December a longtime, valued member of the LEDS Team, Ian Lumsdem, succumbed to a long term illness. I would like to thank Bob Morris of NLETS for his hosting of Ian's memorial service and all of you that have offered your condolences to us. Ian will be missed. *Terry O'Connell - Director*

### BLAST FROM THE PAST

#### Timely System Entry Assists Speedy Arrest

On 10/22/86 at 2355 hours Jackson County Communications sent out a Southern Area (SOU) message concerning a stolen vehicle, with a partial license number of FXF9, reported to Medford PD. This message advised that Medford PD was unable to enter the vehicle into the LEDS and NCIC files because their system terminals were inoperable. Frank DeBernardo of the LEDS staff called Medford PD and asked for the name of the registered owner. Frank checked DMV files for vehicles registered under the victim's name and located a vehicle with the license number FXF459. He then asked Medford if they wanted him to enter the vehicle into LEDS and NCIC for them. Frank made the stole vehicle entry at 0007 hours. At 0023 hours LEDS received a \$.L Located message from NCIC advising that the vehicle was located by "CHP" Yreka. A phone call to Yreka revealed that two 15 year old male subjects were picked up in the vehicle. Yreka advised that the hit was made at 0010 - three minutes after the entry as made!

**Taken directly from the December 1986 LEDS Newsletter**



# MEMORIES OF IAN LUMSDEN

## April 29, 1942 - December 3, 2008

by **SYLVIA LUMSDEN THOMPSON - EDINBURG, SCOTLAND**  
**DECEMBER 13, 2008**

My Uncle Ian was born in Edinburgh in 1942. He lived with him Mum and Dad in Easter Road, overlooking Hibernian Football Club's stadium. Not his favorite sport I might add!

Ian sailed through Primary school and even coped with the death of his sister at a very young age. Ian also had a brother, Derek, who also died in 2001.

Ian sat his 11+ exams and passed with one of the highest scores ever. This enabled him to attend one of the best schools in Edinburg, Broughton High School, which had a 90% University acceptance rate.

Ian was always very academic and never had a problem with any subject except for sports! This changed when he reached 13 and discovered hockey. He had finally found a sport he enjoyed, and went on to captain the School team for the last 3 years he was there. He passed his love of hockey onto me and he was exceptionally proud when I ended up captaining my School hockey team at the age of 14. As a gift he presented me with my own stick. It wasn't a shiny new one, this was so much better. It was his own, passed onto me.

Ian spent most of my teenage years all over the world, constantly traveling. At most we saw him for 6 months in a year, and every time he came home he told us amazing stories about different cultures that helped me academically and managed to get me through school at a personally difficult time of my life.

Ian also loved jigsaws. He had over 50 kept at home and we, as children, were fascinated by them. We weren't allowed to touch them when he wasn't home (try telling that to an under 12!) so we would wait eagerly for him to come home so we could see the finished article.

Then one day he told us all to get passports as he was taking us to Malta for a month! It was during this trip that we first met Maryan. We knew he was seeing someone in the USA, but we were more



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# MEMORIES OF IAN LUMSDEN

## April 29, 1942 - December 3, 2008

(Continued from page 3)

interested in the wrangler jeans he brought home for us as they were very expensive in Scotland. He set up the Malta trip for us all to meet her. Ian was very shy before he met Maryan, and I remember standing at Heathrow and a beautiful lady coming up to me and saying, "Hi, you must be Sylvia". I was amazed as I had never met her before. By the time we reached Malta, my whole family were great friends with the American lady we had only met hours before! Ian met us in Malta and he was so proud of Maryan and he knew we would all get along fine.

As very young children, we lost our mother and there were no women in our family for my sister and I to get advice from. My Grandmother (Ian's mum) had died just after I was born.

On our first night in Malta, Maryan shocked us by telling my brother to move his fanny across the bench! As we rolled around laughing, a horrified Ian had to explain to Maryan that fanny had a whole different meaning in Scotland, and that there was now ay my brother could have one!

I saw Ian and Maryan regularly over the next few years, whenever he came home. We took her to all the places we loved and when I had a child of my own and had saved enough money I came to Oregon. Ian was like a child with a new toy. He wanted to show me all the places he had discovered. I didn't have the heart to tell him that Columbus had beaten him to it!

I could see why he loved it so much. Oregon is very similar to Scotland, only much bigger and with better weather! I have great memories of my time there. We have had a lot of loss in our family, and seeing Ian so happy, settled all of us at home.

Two years after my visit, Ian helped me out again. He took my oldest son over to live with him for 6

weeks as I had just had twins and was also a single parent. Ian helped my son adjust to our new way of life. I know that Ian wanted children, but sadly this was not to be. Instead he treated my brother, sister and I as surrogate kids.

The last time I saw Ian was at my Grandfather's funeral. This was an especially hard time for us all, as I know my Grandfather was planning to go and live with Ian before his death. Over the next few years we wrote and called each other a lot.

Maryan's death nearly destroyed him. He had lost his soul mate, but that is another story. I first learned about Bob around this time, and he was there for him 100%

A second family. Bob was like a brother to Ian. They share the same sense of humor, and Bob understood Ian, which was a bonus! Ian was very happy when Bob and Julie were married and likewise Julie welcomed Ian into their home with open arms and always made sure he was okay.

I know without Bob and Julie he would have found it much more difficult to live in his home. Bob supported Ian for over 4 years, physically, emotionally and financially. My family and I can't thank them enough for taking Ian, along with everything he carried with him, onboard.

Ian was so proud of his work with the state police - he knew his contributions helped the greater good. I sincerely want to thank each of the many people who touched him and filled his life with joy and purpose.

I will treasure my memories of my Uncle Ian for the rest of my days, and I will be eternally thankful for having such a wonderful, warm, generous and caring man as both part of my family and life.

*Sylvia Lumsden Thompson*



# I N F O R M A T I O N S Y S T E M S

Previously we had a project kickoff meeting here in Salem for the NCIEN project. No, it is *not* pronounced “insane”! NCIEN stands for Nationwide Corrections Image Exchange through Nlets. The project is spearheaded and managed by ARJIS and SRFERS as part of the nationwide Nlets NISP project.

Got it? Enough acronyms to choke an agency. The project goal is to deliver Corrections inmate photos to law enforcement agencies via a LEDS query. It’s sort of an extension or next step in the NISP (Nlets Interstate Sharing of Photos) project. You may recall Oregon was the first state in the nation to make drivers license photos available nationwide through the NISP project. As with that project, the Corrections photos will also be available to other states through an Nlets query. At project completion we and North Carolina will be the first states in the nation to provide access to these Corrections photos nation-wide.

You may recall back in June of this year we sent out a survey to our users asking about the value of Corrections photos through LEDS. The overwhelming response told us that this would not only be a great addition to LEDS, but that it was of vital importance to law enforcement officers across the state. Thanks for your input if you responded to the survey! That input and the results of the survey helped reinforce the value of the project and lead to the acceptance of Oregon as one of the first states to take on the project.

Because we’ve volunteered to be one of the first states, a guinea pig, the entire project is being funded with US DOJ grants. That’s right, the entire cost. Great news as we head into a legislative session that may very well result in budget cuts.

And it is going to be a rather costly project. The plan is to receive the photos and some other inmate data from Corrections and store it here at LEDS in a separate database. Each day we’ll receive updates to the photo database as new photos are taken or new inmates are entered into the system.

A LEDS user can retrieve the photo through a simple LEDS query which will run in a separate new software application. This new application will generate a response in NIEM XML. If the photo query came to Oregon from another state through Nlets the response will go to Nlets in the NIEM XML format. If the query came from within Oregon we can respond in either the NIEM format or in the “normal” LEDS response format. Your agency will have a choice of which format they would prefer to receive the message. Actually I should say your agency can receive the message in NIEM if your LEDS interface vendor can accept the NIEM format message in their application.

I should probably back up a bit here and try to explain the difference in the two formats. NIEM (National Information Exchange Model) is an XML data exchange standard. Currently we send data back to you in response to a LEDS query in a free form text format. If you want to display the data directly as we send it everything is just fine. Back when we all had a common data terminal attached to LEDS everything worked just fine. But if you want to change the order of the data or reformat it for an MDT or a Palm device or a Blackberry device or whatever device comes along tomorrow, you have to analyze each message and try to break it down into its components for reformatting to your different display size. A pain in the neck, costly, and slow process. NIEM and XML basically tags each piece of data with a standard

*(Continued on page 6)*





# I N F O R M A T I O N S Y S T E M S

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identifier so a program on the receiving end can break down the data for display by looking for the tag names. The tags sort of explain to the receiving computer what data it's getting. This is a simplified explanation of how it works. The key is that the result is a much shorter time frame to implement a new device or customize a display to better suit the needs of the LED user. I've read that with tools that are available the process to implement a new device can take as little as 20 to 30 minutes. More information on NIEM is available at [www.NIEM.gov](http://www.NIEM.gov)

NIEM not only makes it easier to reformat the message for display, it also sets a standard for data exchange. If everybody's computer systems could communicate in NIEM they'd all have a much easier time understanding what is being sent. It is the standard that law enforcement agencies in the US have accepted for all data exchanges in the future.

Hopefully I haven't confused anybody too much. Bottom line is it's all great stuff and exactly what law enforcement data systems need to be able to communicate with each other. Unfortunately it is not easy to go from where we are today to NIEM compliance. Right now LEDS can deliver one response type in NIEM. The drivers license photo query. Soon we'll be able to deliver the Corrections photo response in NIEM.

And it is soon. In fact, if we can stick to the project plan we agreed to yesterday in the NCIEN kickoff meeting you'll be able to do Corrections photo queries in early March of 2009.

That's a direct result of DOJ funding and participation in this larger NISP project effort. The NISP leadership has hired Unisys to create the database and all the software required to do the job. Unisys already has a relationship with LEDS. They created and maintain the message switch software we use. In fact I found out yesterday there is an additional bonus for the state. Once the new software is installed and running software maintenance for the new application will be covered under our existing software maintenance contract for the message switch software. At no additional cost to the state.

Thinking further ahead it would be great to add more photos to the database. One possibility is to add police and sheriff booking photos to the database. The thought is they could be retrieved using the same query as the Corrections photos. In one simplified scenario all we'd need to do is retrieve the photos from the agencies, maybe on a daily update, and store them in the database with the Corrections photos.

Oh, I almost forgot to mention phase two of the NCIEN project. Adding scar and tattoo photos. We've discussed this phase of the project but no dates or timelines have been set.

Then there's the idea of creating a lineup from the photos in the database...

Lots of possibilities. Any other ideas?

*Keith Kohan - LEDS Systems Section Manager*





# THE AUDITS ARE COMING...

Now that we have closed out the 2006 – 2008 audit cycle I want to thank all of the LED S Representatives for their cooperation and assistance in conducting the audits. It certainly makes my job easier knowing that there are professionals at all LED S user agencies who go above and beyond the call of duty to make sure their records are straight, validations are completed on time, and their users are properly trained and have been cleared for CJIS access. Thank you.

The following agencies were selected by the NCIC audit unit to participate in local agency reviews as part of the 2009 Oregon NCIC Quality Assurance Audit process: Clatsop County SO, Clackamas County SO, Columbia County SO, Grants Pass PD, Jackson County SO, Linn County SO, Marion County SO, Medford PD, Multnomah County SO, Polk County SO, Portland Police Bureau, and the Washington County Sheriff's Office.

LED S tries to send a liaison person to accompany the NCIC audit teams, but this year we will have the NCIC technical security audits and the OUCR audit all happening the same week. The quality assurance audit at LED S is scheduled for January 15<sup>th</sup> at 0800. We will focus on those agencies which are new to the NCIC audit process, with the understanding that those that have already been visited a few times by NCIC should know what to expect, and shouldn't have any problems meeting the needs of the NCIC auditors.

*Dan Malin - Quality Auditor*

**The NCIC Audit will be conducted during the week of January 12-16**

**LED S audits for counties is scheduled as follows:**

**February 2009  
Benton County**

**March 2009  
Clatsop County**

**April 2009  
Linn County**

**May 2009  
Morrow, Gilliam & Wheeler Counties**

## DAY IN THE LIFE OF LED S ASSISTED MESSAGING (AUGUST 2008)

- 10 Oregon registered vehicles reported stolen out of state
- 45 vehicles reported stolen in Oregon
- 30 locates of persons wanted on felony warrants
- 230 warrants cleared daily (misdemeanor and felony)
- 6 locates of missing person
- 12 stolen vehicles recovered
- 1 expensive article or equipment retrieved
- 1 stolen gun retrieved
- 2 stolen boat motors retrieved
- 30 matches on unidentified persons forensic data
- 30 filings of unidentified persons forensic data without matches
- 2,800 interagency APB messages
- 25,800 driver license checks
- 110 persons of interest entered on officer safety issues
- 320 impounded vehicles
- 110 notifications of persons released from state prisons
- 3 notifications of persons released from federal prisons
- 90 supervised persons released from corrections systems
- 780 criminal history background checks

## QUALITY AUDITOR NOTES

The 2006-2008 triennial audit cycle ended in December 2008 with over 550 agencies audited. I attempted to visit every agency I could, but did have a number of agencies that were audited using the self audit process. Except for extreme circumstances, I don't anticipate doing any self audits in the 2009-2011 audit cycle. Having a full three years to complete the audit cycle will also afford me the opportunity to further inspect the records of agencies that enter records into LEADS/NCIC, and put in place a better audit follow up program. This will ensure that deficiencies identified during audits are corrected in a timely manner. We will also be looking more closely at the timely entry of records into the system, as well as the validations procedures and process.

As a separate project from the audit program, I am working closely with Liz Skinner in our front office on an ORI quality control project. We are identifying agencies that are no longer in operation, but have failed to notify us, so we can retire their ORI. We are also looking at agencies that have expired LEADS User Agreements and especially those that we sent a User Agreement to, but it was not returned. Agencies are reminded that their access to LEADS is based on legal basis for such access, the issuance of an ORI by LEADS or NCIC, and a valid LEADS User Agreement.

We look forward to the NCIC Audit in January, and as in previous years, will provide the results of the audit in terms of our compliance with NCIC operational and security policies. This information may be posted to our website, or included in the Spring 2009 LEADS Newsletter, or both. We greatly appreciate the cooperation and participation of the agencies selected for the Local Agency Reviews, and hope this process may provide some new insight into NCICs system use and record maintenance expectations.



# Q U A L I T Y A U D I T S

## MUNICIPAL CODE ENFORCEMENT

The following information was disseminated in an AM message on November 7<sup>th</sup>, 2008 at 1349 hours.

Recently there have been several questions concerning whether persons engaged in municipal code enforcement are authorized access to LEADS or DMV records to enforce municipal codes and ordinances. LEADS previously sent out an AM message on this topic which identified municipal code enforcement as an unauthorized use of LEADS, and this caused many of the questions to come in.

We received an opinion from the Oregon Attorney General's office which states that Oregon DMV motor vehicle and driver records may not be accessed via LEADS for the purpose of municipal code or ordinance enforcement. Per OAR 257-015-0060 (4), access to these records is authorized for criminal justice purposes, licensing, employment and regulatory purposes specifically authorized by state law and approved in writing by the DMV.

The opinion states "unless the municipal code or ordinance is criminal in nature, which means the penalty could include incarceration, enforcement of such municipal codes and ordinances does not fall within the three authorized purposes listed". The authorized purposes for access to DMV records via LEADS are listed in oar 257-015-0060 (4) (c), and include the enforcement of the state traffic and criminal laws and regulations.

This information provides final guidance to all local law enforcement agencies that have shared DMV record information with city code enforcement officers, that such practice is unauthorized. The code enforcement offices may contact the DMV records policy section at 503-945-7950 to establish an account with DMV to obtain DMV record access.



# VIOLENCE AGAINST WOMEN ACT

Early this year, LEDES successfully applied for a Violence Against Women Act grant to fund a state-wide project regarding firearms and domestic violence. A Task Force, chaired by Clatsop Circuit Court Judge Paula Brownhill, was formed by memorandum of understanding among the participants. The project was launched in June of this year. The mission of the Task Force is to enhance the safety of domestic violence victims by:

- Increasing awareness of firearms prohibitions in domestic violence cases
- Developing statewide protocols regarding the surrender, storage and return of firearms in protective order proceedings and other DV cases
- Recommending best practices regarding entry of firearms prohibitions in into LEDES, and
- Enhancing prosecution of federal gun crimes.

The Task Force is made up of representatives from:

- Oregon District Attorney's Association
- Oregon Judicial Department
- Oregon Department of Justice
- OSP/LEDES
- Oregon Law Center
- Oregon State Sheriffs' Association
- Oregon Association of Chiefs of Police
- Oregon Coalition Against Domestic and Sexual Violence
- US Attorneys' Office



On October 15, the Task Force hired Project Coordinator Jamie Badeau. Jamie is currently traveling throughout Oregon to introduce stakeholders to the project and to gather information about best practices and processes regarding domestic violence as it relates to gun regulations. At each location, Jamie plans to visit the District Attorney's office, Sheriff's office, and other key partners in helping to protect victims from firearms violence.

Since October, Jamie has attended a variety of training sessions on state and federal laws, has met with the Oregon Association of Court Administrators (OACA), LEDES, and ODAA, and has received training on domestic violence. These trainings have allowed her to get up to speed quickly. Jamie has identified stakeholders and is looking forward to her travels across Oregon, which started in December 2008 in an effort to assist the Task Force in accomplishing the mission of enhancing the safety of domestic violence victims.

For more information about the project, feel free to contact Jamie at: Office: 503-378-3055, ext. 52400 or Cellular: 503-884-1634 Email: [Jamie.Badeau@state.or.us](mailto:Jamie.Badeau@state.or.us)



## We have deadlines to meet!

It's that time again. Close out one year and begin another. We have deadlines with the FBI to meet and have to share the burden with you!

If your agency still reports your crime statistics to OUCR on paper forms, we need those forms submitted by Friday, February 13(!), 2009. This not only includes Offense and Arrest forms, but those pesky Domestic Violence and Bias Crime forms, too. If you send it on paper, we need to receive it by February 13<sup>th</sup>. If need be, you can fax any outstanding report forms to us at 503-364-2661. If you need blank forms, they can be found at [www.oregon.gov/osp/cjis](http://www.oregon.gov/osp/cjis). They'll be found under the "OUCR" tabs.

If your agency submits your data by diskette, FTP, or e-mail, you get an entire extra week! Your submission needs to be in to OUCR by Friday, February 20, 2009.

This is the time to clean up those loose ends for 2008. If you've sent in everything for the year, but somehow forgot to send us data for July, now is the time to do it! Any 2008 data that you're still hanging on to, now is the time to set it free. We'll treat it gently, we promise!

It is very important that you get all of the data for 2008 to OUCR no later than those dates. We need time to process it and then forward it to the FBI. Any data that we submit late to the FBI may not be included in "*Crime in the United States - 2008*".

Please remember that federal grants designated for law enforcement in Oregon are based on the crime statistics OUCR submits to the FBI. It's very important that every Law Enforcement agency in Oregon submits a full 12 months' data for 2008 (and every year). Failing to submit your agency's data not only knocks your agency out of the running when grant funds become available, it also puts your neighboring agencies at risk of not receiving as much as they could.

Don't worry, we'll also send out plenty of Administrative Messages to remind you of the deadlines!

If you have questions, please call Jeff at 503-378-3055 ext. 55002 or Susan at ext. 55008.

### Quality Assurance Review (QAR)

Unless you've been off vacationing in some distant part of the galaxy, you're well aware that Oregon will be visited by the FBI in January. They'll be here to conduct audits of how records are being entered into NCIC, how well security is maintained with regard to terminal locations and dissemination of information obtained through NCIC and, of course, how well we collect crime statistics within Oregon.

Rather than calling it an *audit*, the FBI likes to call the study of how Oregon collects crime statistics a "Quality Assurance Review", or QAR. Although QAR sounds less intimidating than an audit, rest assured, they'll be as thorough as any audit you may have ever experienced... which is good. For years the OUCR program has had to function without an actual audit of the data each of you submit to us. Our only form of auditing the data with you has been in the form of reports we mail out to the individual agencies on a bi-monthly basis. The idea being that you will check what we have on file for your agency against your in-house records and let us know if the numbers don't match. It's archaic, to say the least, but it's the best we've been able to do at the staffing level we've had since the mid 1980's.

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This is where the QAR has proven valuable. Since 2000, the FBI has conducted 3 QAR's in Oregon. The results of which have pointed out weaknesses we were not aware of. The recommendations made by the FBI are bringing about changes in the OUCR program. One in particular is the addition of an Auditor/Trainer position (more about this in the next section!).

The FBI's visit in January of 2009 will be the 4<sup>th</sup> QAR "cycle". This year they are focusing on agencies that are reporting in the O-NIBRS format. The agencies involved this year are Lincoln County SO, Lincoln City PD, Keizer PD, Newberg-Dundee PD, McMinnville PD, Redmond PD, Bend PD and Deschutes County SO. Of course, the OUCR Program itself will be evaluated, as well.

Don't think for a single minute that just because this year's QAR is focused on O-NIBRS agencies that it's a good excuse not to convert over to O-NIBRS! Those agencies still reporting in the old format... your auditing days are coming!

### **Auditor/Trainer Position**

We heard your cries for help. We felt your pain. We got dinged by the FBI (see how beneficial the QAR is?). We begged, pleaded and pouted and we finally have permission to bring someone on board for auditing and training in OUCR!

This position is so new that as of this writing, we haven't even interviewed anyone, yet. The closing date for applying was the day after Christmas. Our personnel office tells us that response to the opening was pretty good, too, so we'll probably have a tough time picking the right person out of a lot of very good candidates.

More than likely, this new program will take place in 4 stages. The first will be OUCR/O-NIBRS training. Let's face it, most of the "old guard" who had the benefit of OUCR training years ago are retiring. Basic OUCR/O-NIBRS training is a dire need all across the State. The second stage will be to conduct audits of all the agencies from border to border. These audits will show us where weaknesses may be that need to be addressed. The third stage will be to train specifically on the weaknesses found in the audits. The fourth stage will be maintenance... continued OUCR/O-NIBRS training and routine audits.

Another important component of this position will be the training of law enforcement agencies in the use of the National Data Exchange (N-DEx) and, of course, the auditing of its use. As you may be aware, N-DEx is a database where investigative information from across the country will reside. Previous newsletters have gone into detail about N-DEx. If you have questions, please either refer to those newsletters, or give OUCR a call.

As you can see, the person who fills this position will have a monumental undertaking before her/him right from the first day setting foot in the office. It will take time to develop a training program and an auditing schedule. Give us a few months to do some development before you expect her/him to start putting on classes around the State.

**From Jeff, Nancy and Susan in OUCR,  
HAPPY NEW YEAR!  
It looks to be a good one!**



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# TRAINING UNIT UPDATES

## NEW HIRE!

LEDS Training welcomes Dick Leber to our unit as the new Training Specialist! Dick comes to us from the LEDS Helpdesk and brings many years of LEDS knowledge and experience. He officially becomes part of the training unit April 1st, 2009. Unfortunately, the Training Unit has been operating without a Training Specialist since July 2008. With the addition of Dick, our goal is to redefine the level of customer service and create a new and productive Training Unit.

Please help me in welcoming Dick to his new position. To reach Dick directly after April 1st, contact him at: 503-378-3055 x 55103 or Rich.Leber@state.or.us.

## ON-LINE TESTING AND TRAINING PROGRAM

The LEDS Training Unit has been given the "green light" to send out a RFP (Request for Production) for an On-Line Testing and Training Program. I have been working on getting the details of this new system to our purchasing division for review. This is a very exciting project that we are looking forward with great anticipation. One of our many goals for this new program is to help make your job (LEDS Representatives) responsibilities more automated and less confusing.

Just think...on-line testing with automatic grading...automated reminders for recertification for all users...automated updates to LEDS training files...instant LEDS certificates available to download and print...your job easier!!!

I will keep you posted on the progress of this project.

## NEW LEDS TESTS - OUT WITH THE OLD, IN WITH THE NEW!

The Training Unit is currently in the process of creating NEW LEDS Tests. After reviewing the current tests and realizing there was vast areas of improvement, we are starting from scratch. It has been decided that instead of two tests, the multiple choice and the practical exercise, we are combing them together to create one test for each level. There will no longer be a "book" where you need to print, cut and paste. Not only will that save a considerable amount of time and money by reducing the paper usage, it will make correcting the test easier for the LEDS Representatives. And since there will be only one test, there will be only one answer key.

Since we are starting from scratch, it's going to take a bit longer to finish than we initially anticipated. Our goal is to have these new LEDS Tests available to you by May 1st, 2009. So stay tuned...

*Kristine Hume Bustos - Training Manager*



# NEW YEARS RESOLUTIONS

## For 2009, please consider the following:

- Do not tell persons requesting copies of your LEDs records that you cannot release them because they belong to LEDs. They belong to you. (P.S. We consider them to be criminal investigatory files and exempt from public release under ORS 192.501).
- Do not run criminal history checks without legal basis.
- Obtain and enter medical and dental record data on your missing persons, especially juveniles, (this is mandatory if available).
- Do not enter officer's call signs instead of their names or DPSST numbers when running criminal history checks for them.
- Process your hit confirmations in a timely manner. No Third Hits.
- Don't let your LEDs certification lapse. Complete your 2009 LEDs Recertification and ensure your LEDs Representative updates your LEDs training record.
- Do not run your family member's DMV photos, it's not right and it costs money.
- Enter the extradition limits into the MIS field on your extraditable warrants with extradition limitations.
- When the auditor conducts the audit and asks you to access LEDs, don't open the drawer to pull out your handy login ID and password.
- Don't operate LEDs terminals in common areas without proper security or advanced authentication.
- Do not use LEDs to access DMV records for municipal code or parking enforcement.
- Keep your LEDs User Agreement current. Notify LEDs of any Administrator changes immediately.
- Respect and honor your LEDs Representatives; they do more than you know and do not get thanked enough for it.
- Don't operate that MDT unless you are LEDs certified.