

# The LEADing NEWS

## LEADS UPDATES

I wanted to take the opportunity to let everyone know some of the plans for 2014. As LEADS continues to provide valuable officer safety information to Ohio's law enforcement officers, we're excited about some upcoming programs.

First, in an effort to accommodate our local agencies and cut traveling costs, the LEADS 2014 Annual TAC In-Service Training will again be held regionally. The classes will be held at Ohio University -Zanesville, the Ohio Peace Officer Training Academy (OPOTA) in Richfield, the Ohio Department of Natural Resources (ODNR) in Athens, the University of Toledo, the Ohio Department of Transportation (ODOT) in Columbus, and at the Ohio State Highway Patrol Dayton Post.

There has been an overwhelmingly positive response from agencies in regards to conducting the classes regionally. Agencies have also been pleased with the material, length of class and the representatives from

the LEADS Staff that were in attendance (LEADS Auditors, LEADS Security and LEADS Control Room).

The improved attendance and the positive feedback have allowed us to continue to offer these classes regionally.

Second, the LEADS core system is in the midst of an important transition to our new data centers, which will allow for the stability and operation of the system to be consistent for years to come. LEADS is your system and our staff works diligently each and every day to ensure the system is up and ready to respond to the need for officer safety information in the field.

Finally, and as always, if you have any issues related to LEADS, please don't hesitate to contact the staff, whose contact information is listed in this newsletter.

Sincerely,  
 Captain Rob Jackson, Chair  
 Ohio LEADS Steering Committee

LEADS Fee Structure		
LEADS Access Category	Fees	Comments
<b>Non-terminal LEADS Access</b> The agency has no means to run LEADS directly and gets information by requesting it through a terminal agency.	<b>\$600 per year</b> (\$50 per month)	Typically billed by the fiscal year July 1 to June 30. Agency must sign a LEADS <i>Non-terminal Participation Agreement 13B</i> .
<b>MDT Access</b> The agency does not have a terminal in its office, but has Mobile Data Terminals (MDT) in its patrol cars.	<b>\$1,200 per year</b> (\$100 per month)	Typically billed by the fiscal year July 1 to June 30. Agency must sign a LEADS <i>Non-terminal Participation Agreement 13B</i> .
<b>LEADS Terminal Access</b> The agency has a terminal or terminals in its office through which it can access LEADS information.	<b>56K:</b> \$747 per month <b>T1:</b> \$919 per month <b>Interface:</b> \$250 per month <b>Internet:</b> \$250 plus \$5 each PC per month and \$5 each user per month.	Agency must sign a LEADS <i>Terminal Agency Participation Agreement 13A</i> .

Please direct all calls regarding the fee structure to (614) 466-8781.

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HOW ARE WE DOING?

Are you receiving exceptional service from the LEADS Staff?

Whether it's from the auditor, training officer or LEADS Control, were you pleased and satisfied with the outcome of your experience? We would like to know. We are encouraging agencies to evaluate our staff and provide us feedback. A personnel evaluation sheet is located in the CJIS Launchpad (CJIS Documents, LEADS forms). The form allows agencies to critique LEADS in punctuality, appearance, quality of work, cooperation and professionalism. Once completed, fax to the LEADS Administrator at 614-995-1230 or return to: LEADS ADMINISTRATOR, PO BOX 182075, COLUMBUS OH 43218-2075.

WE WANT TO KNOW!

## OFFICER SAFETY

### Message Key



# QDWA

## DANGEROUS WILD ANIMAL REGISTRATION DATABASE

A new message key, QDWA, query provides data from the Ohio Department of Agriculture's Dangerous Wild Animal Registration database to the LEADS community.

The information provides awareness of any dangerous wild animals registered to the residence prior to entering the property or making contact with the owner. The QDWA may also be used to query specific animal sightings to identify owners in the reported area to whom the animal could belong.

**FOR MORE INFORMATION: [HTTP://WWW.AGRI.OHIO.GOV/TOPTNEWS/DANGEROUSWILDANIMALACT/](http://www.agri.ohio.gov/topnews/dangerouswildanimalact/) OR 1-855-DWA-OHIO.**



## OFFICER SAFETY

### Superintendence Rule 95: Notifying Law Enforcement Agencies of Mental Illness

On September 4, 2013, the Deputy Suzanne Hopper Act (Senate Bill 7) became effective. The Act requires the entry of Not Guilty By Reason of Insanity (NGRI), Incompetent to Stand Trial (IST), and Violent Persons on Supervised Release into the NCIC Supervised Release File.



Rule 95 and Form 95 (NCIC Mental Health Notice) to the Rules of Superintendence for the Courts of Ohio was recommended by a committee of law enforcement and judicial representatives convened by the Supreme Court after a change in Ohio law that requires judges to report to law enforcement when they order a mental health evaluation or treatment for a person convicted of an offense of violence, or if they approve a conditional release for someone

found incompetent to stand trial or not guilty by reason of insanity. The rule and form became effective January 1, 2014. You can find both at <http://www.sconet.state.oh.us/LegalResources/Rules/superintendence/rule95/default.asp>.

Per LEADS and NCIC, agencies must pack the records with all available names, numbers and physical identifiers as well as using the CMC for officer safety. This would include Supervised Release File records. Supervised Release File records should be as thoroughly packed with supplemental information as any other record entered into LEADS and NCIC.

**FOR MORE INFORMATION, REFER TO THE NCIC MANUAL (SUPERVISED RELEASE).**

**COMPLIANCE*****CDL MECert Status Changes - Effective January 30, 2014***

Due to a federal requirement, all CDL drivers must submit a medical card or self-certify by January 30, 2014. CDL Medical certification letters have been sent notifying CDL holders of the requirement to self-certify. On January 30, 2014, approximately 48,000 CDL holders who did not respond to those letters had their records changed to add a line that says, "not certified".

**SELF-CERTIFY MEDICAL CERTIFICATION FAQS*****What happens to a CDL holder on January 30, 2014, if he/she has not submitted a medical card or self-certified?***

- The operator status and CDL status will indicate "VALID".
- Under "Restrictions", the record will indicate "CDL MED CERT NOT CERTIFIED".

```

** PHYSICAL DESCRIPTION **           ** ANATOMICAL DONOR: NOT LISTED **
SEX: M  HGT: 6' 10"  WGT: 275  HAIR: BROWN  EYES: BROWN
** DRIVER LICENSE INFORMATION **
DLN: ZZ000100 CLASS: A  ISS: 12/01/2012  EXP: 12/06/2016
STATUS: VALID
CDL STATUS: VALID
ENDORSEMENTS: PASSENGER - CDL
              SCHOOL BUS
              DOUBLE/TRIPLE TRAILER
              TANK VEHICLE - CDL
              HAZARDOUS MATERIALS - CDL
RESTRICTIONS: NONE
CDL MED CERT NOT CERTIFIED
THREAT ASSESSMENT COMPLETED: 12/01/2012 (NO SECURITY THREAT)

DRIVER ACTIVE  DEPUTY:  WARRANT BLOCK: 000
CDLIS: C      PDPS: Y   APP NUMBER:
              LAST UPDATE: 20140114 08453188
PRIVACY      BULK: NO  INDIVIDUAL: NO  MEDICAL: NO
TRANS TYPE: ORIGINAL
  
```

***What if the CDL holder does not have a valid medical card in his/her possession?***

In order to become eligible to drive a CMV, a valid medical card or change of self-certification is required. This can be done at any reinstatement office, deputy registrar, by fax at (614) 308-5181, or email to [CDL@dps.state.oh.us](mailto:CDL@dps.state.oh.us). If the CDL holder should have any questions, please contact the BMV at (614) 752-7600.

***Can the CDL holder operate a commercial vehicle (CMV)?***

The CDL holder is not eligible to drive a commercial motor vehicle (CMV) unless he/she has a valid medical certification card in his/ her possession. If the CDL holder has a valid medical card, he/she should be advised to send it to the BMV so it can be added to his/ her record.

***Should the CDL holder be cited if his/her record indicates a "not certified" status and he/she does not have a medical card in his/her possession?***

This is up to the law enforcement officer. Per the Federal Motor Carrier Safety Administration (FMCSA), the CDL holder is not eligible to operate a CMV. The BMV has created offense code **CU** (Not medically certified) in the event a citation is issued.

# CU



## RESOURCE

### *Revised LEADS Security Awareness Training*

The LEADS Security Awareness Training has been revised (July 2013). A basic security awareness training shall be required within six months of initial assignment and biennially thereafter, for all personnel who have access to CJ. The CSO/SIB may accept the documentation of the completion of security awareness training from another agency. Accepting such documentation from another agency means that the accepting agency assumes the risk that the training may not meet a particular requirement or process required by federal, state, or local laws. LEADS has created a PowerPoint online in the CJIS Launch Pad, CJIS Training to assist you with this training.

**FOR MORE INFORMATION REGARDING SECURITY AWARENESS TRAINING, REFER TO THE LEADS SECURITY POLICY ONLINE IN THE CJIS LAUNCH PAD, CJIS MANUALS.**



## STILL USING MICROSOFT XP?

On April 8, 2014, Microsoft will terminate support for the *Windows XP* Operating System (OS). *Windows XP* is one of the longest running/supported Microsoft operating systems. Since *XP*, Microsoft has released *Vista*, *Windows 7*, and *Windows 8* desktop operating systems.

### *So what does this really mean to you?*

Effective April 8, 2014, there will be no further security updates for the *Microsoft XP* OS. Any exploits (viruses, worms, trojans, etc.) found near, or after April 8, 2014, will not be patched. The *Windows XP* OS will continue to run as normal, however, when Microsoft releases its patches on "Patch Tuesdays," after April 8, 2014, the *Microsoft XP* OS will no longer be included.

Since there will not be any further updates, *Windows XP* will become more vulnerable to exploits. New vulnerabilities will certainly be discovered that could impact *Windows XP* on a regular basis. Some of these vulnerabilities may be critical and could allow a hacker to take control or cripple a machine running *Windows XP*.

As such, on April 8, 2014, LEADS will no longer allow machines running *Windows XP* to connect to our network. Any machine found running *Windows XP*, on or after April 8, 2014, will be denied access to the LEADS network.

**FOR MORE INFORMATION ON MICROSOFT ENDING OF SUPPORT FOR WINDOWS XP, REFER TO THIS LINK: [WWW.MICROSOFT.COM/EN-US/WINDOWS/ENDOFSUPPORT.ASPX](http://WWW.MICROSOFT.COM/EN-US/WINDOWS/ENDOFSUPPORT.ASPX) OR CONTACT LEADS CONTROL AT 1-800-589-2077.**

#### To Do:

- Replace computer's operating system:
  - Gather PC specifications.
  - Research compatible options.
  - Purchase.
  - Install.
  - Test.

## TIP OF THE MONTH: OHALLTERM

### *Administrative Message Code*

OHALLTERM is used when sending an administrative message to all Police, Sheriff, Highway Patrol and other criminal justice workstations. Use this code only for urgent and important messages when it is necessary for every criminal justice agency in the state to be alerted.

OHALLTERM

## LEADS RETIREMENTS

*External Auditor 2 Derby J. Bolinger* retired on November 4, 2013, after 32 years of service. Derby joined the Ohio State Highway Patrol in December 1980 as a communication tech. In 1984, she was a Data Systems Coordinator in the LEADS Control Room. In August 2000, she was promoted to a Data Security Specialist in LEADS Auditing. In March 2010, LEADS Auditors were reclassified to External Auditor 2.

*External Auditor 2 Joel Hopwood* retired on January 31, 2014, after 30 years of service. Joel joined the Ohio State Highway Patrol in January 1984 as a dispatcher in the communication center. In 1990, he was promoted to Data Systems Coordinator in the LEADS Control Room. In 1992, he was promoted to Data Systems Specialist in LEADS Auditing. In March 2010, LEADS Auditors were reclassified to an External Auditor 2.

## TRAINING

### 2014 Spring TAC In-Service

The annual 2014 TAC In-service will be held regionally (entering & non-entering together). It is required that all TACs attend at least one session. While attendance by assistant TACs is not required, they are encouraged to attend. All classes will be held from 9am to noon. Dayton and Richfield will have additional sessions from 1pm to 4pm.

- |  |   |
|--|---|
| <p>April 30 Ohio Department of Transportation Auditorium<br/>1980 West Broad Street,<br/>Columbus, OH 43223</p> <p>May 6 The University of Toledo - Main Campus Field House 2100, 2801 West Bancroft Street, Toledo, OH 43606</p> <p>May 8 Dayton OSHP Post<br/>400 Smith Drive, Clayton, OH 45315</p> <p>May 14 Ohio University - Zanesville &amp; Zane State College, The Campus Center Room 430, 1425 Newark Road, Zanesville, OH 43701</p> | <p>May 20 Dayton OSHP Post<br/>400 Smith Drive, Clayton, OH 45315</p> <p>May 22 Ohio Department of Natural Resources<br/>360 E State Street, Athens, OH 45701</p> <p>May 29 Ohio Peace Officer Training Academy Auditorium<br/>4055 Highlander Parkway Suite B, Richfield, OH 44286</p> <p>June 4 Ohio Department of Transportation Auditorium<br/>1980 West Broad Street, Columbus, OH 43223</p> |
|--|---|



## REMINDER: VALIDATIONS

As a reminder, LEADS Validations are due on the 15th of every month. We realize with busy shifts, change of personnel and other extenuating circumstances, things have a tendency to “slip by” and be forgotten. However, to be in compliance with NCIC/LEADS rules and regulations, validations need to be completed on time in order to avoid the sanction process, which could ultimately result in the removal of all agency records.

Failure to comply and validate in a timely manner also hinders

our ability to validate the State of Ohio with the FBI and could result in the State of Ohio being placed in sanctions as well.

Please note:

The validation file is created on the Monday following the first Saturday of each month (example: December validations (due in April) are available to validate after the first Saturday in March).

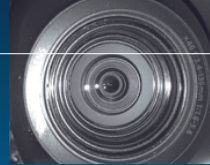
Each report includes an electronic validation form that must be completed, signed (by an authorized person), printed for your records and returned to LEADS electronically by the 15th of the following month.

FOR ANY QUESTIONS, CONCERNS OR ISSUES, CONTACT GABBRIEL CRISSINGER AT 614-466-2754.



2014

# Electronic Surveillance Equipment Symposium



**Thursday, April 17, 2014**

9 a.m. to 4 p.m.

Ohio Expo Center, Rhodes Center

717 East 17th Avenue, Columbus, Ohio 43211-2698

**Registration begins at 8 a.m.**

Technology changes rapidly and investigators across Ohio must frequently adapt to utilizing the latest techniques in electronic surveillance to expose unlawful activity. The 2014 Electronic Surveillance Equipment Symposium, sponsored by the Ohio Bureau of Workers' Compensation and the Ohio State Highway Patrol, will bring investigative agencies together to share and discuss the latest electronic surveillance tools and trends.

On April 17, join your investigative professional counterparts across Ohio for this first-ever symposium to discuss and demonstrate equipment, and share the latest methods and advancements in the electronic surveillance field.

**Industry experts will present several topics, including:**

- Cell phone investigations and tracking techniques
- Concealing cameras in everyday items
- Wireless communications networks
- Surveillance platforms
- Aviation surveillance
- Legal issues regarding electronic surveillance

**The simultaneous expo will feature vendors demonstrating a variety of electronic surveillance equipment, including:**

- Covert audio and video recording equipment
- Surveillance platform vehicles
- IP-based surveillance equipment
- Cell Phone Tracking Systems
- Body Wire Transmitters
- Video Transmitters
- GPS Trackers

Presenters will include industry experts from the United States Attorney's Office, the Ohio Attorney's General Office, and the Ohio State Highway Patrol.

**To register online**, visit the symposium's event page: <http://eses.eventbrite.com>. The deadline is March 17, 2014.

Check out these links to [directions and parking](#), [an Ohio Expo Center map](#) and [virtual tour and area hotels](#).

In addition to its on-site cafeteria, the Rhodes Center is also within driving distance of several, additional dining options.

The symposium is **free**. However, due to the sensitivity of law enforcement investigations, this event will be restricted to personnel from governmental and public law enforcement. Proper law enforcement credentials will be required at check in.

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## READ & SIGN

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## TRAINING OPPORTUNITIES

- All LEADS classes start promptly at 9AM.
- The classes are available for registration online through nexTEST.
- If you register for a class and cannot attend, withdraw in nexTEST or contact Training Officer Victoria Dowdy at (614) 466-7621 or vdowdy@dps.state.oh.us to cancel.

### NEW TAC CLASS

LEADS now offers a new TAC class for entering agency TAC's and a new TAC class for non-entering agency TAC's. All new TAC's and new assistant TAC's are required to complete this class within six months of their appointment. You're only required to attend the new TAC class one time.

#### NEW TAC (ENTERING AGENCY) **9AM - 3PM**

MARCH 11  
APRIL 8

#### NEW TAC (NON-ENTERING AGENCY) **9AM - 1PM**

MARCH 13  
APRIL 10

#### BASIC OPERATOR **9AM - NOON**

FEBRUARY 26  
MARCH 26

## REGIONAL TRAINING OPPORTUNITIES

The annual 2014 TAC In-Service regional training schedule appears on page 5.

## LEADS

### STEERING COMMITTEE MEMBERS

**Captain Rob Jackson, Chair**

Ohio State Highway Patrol

**Chief Dave Bailey**

Lancaster Police Department

**Judge Gary L. Byers**

Maumee Municipal Court

**Chief Bruce Gower**

Clyde Police Department

**Chief Timothy J. Malley**

Lakewood Police Department

**Sheriff Russell Martin**

Delaware County Sheriff's Office

**Deputy Superintendent Steve Raubenolt**

Bureau of Criminal Identification & Investigation

**Sheriff Randy Thorp**

Licking County Sheriff's Office

**Director Patrick Wright**

NORIS

## CONTACT INFORMATION

### LEADS Control Room:

(800) 589-2077

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*Technical Security*

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Victoria Dowdy, *Training Officer*

(614) 466-7621

vdowdy@dps.state.oh.us

Kim Palmer, *Accounts Receivable*

(614) 466-8781

kpalm@dp.state.oh.us

### LEADS FAX NUMBERS

Main: (614) 644-2459

- LEADS Control Room

- External Auditors

Administrative Staff:

(614) 995-1230

- General Correspondence

- Participation Agreements

- New TAC Form

- LASO

- Holder of the Record

- Management Control

Programmers & Technical

Security Staff:

(614) 644-0566

### MAILING ADDRESS

LEADS

P.O. BOX 182075

COLUMBUS, OH 43218-2075

### PUBLIC WEB SITE

WWW.LEADS.OHIO.GOV