

**EDWARD BYRNE MEMORIAL
JUSTICE ASSISTANCE GRANT (JAG) PROGRAM
FY 2014 STATE SOLICITATION, CFDA # 16.738**

**WYOMING OFFICE OF THE ATTORNEY GENERAL,
DIVISION OF CRIMINAL INVESTIGATION (DCI), MULTI-JURISDICTIONAL
DRUG ENFORCEMENT TASK FORCES
Application #: 2014-H2363-WY-DJ**

Attachment # 2B – Strategic Plan

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**STRATEGIC PLAN
FY2015-2016**

WYOMING DIVISION OF CRIMINAL INVESTIGATION

**WYOMING STRATEGIC PLAN
FY2015-2016**

Name of Department: Wyoming Division of Criminal Investigation

Plan Period: FY2015-2016 (July 1, 2014 – June 30, 2016)

Public Benefit or Wyoming Quality of Life Result: Wyoming state government is a responsible steward of State assets and effectively responds to the needs of residents and guests.

Contribution of Wyoming Quality of Life: The Wyoming Division of Criminal Investigation is comprised of three sections; Operations, Wyoming State Crime Laboratory and Criminal Justice Information Systems. This agency contributes to the Wyoming quality of life through providing the highest quality services to federal, state and local law enforcement agencies and the citizens of Wyoming regarding criminal investigation services, forensic science analysis, and criminal information sharing systems in order to deter and/or respond to a criminal threat or activity in the state, in a timely, professional and approachable manner.

Basic Facts:

This agency has 97 employees and an additional 27 Task Force Officers that are assigned from local law enforcement agencies to the regional drug enforcement teams. The FY2015-2016 Biennium budget was approved at \$35,156,998, of which \$30,206,196 were in general funds.

This agency's four core functions include:

Enforcement/Arrests - Successfully investigate and assist in the prosecution of criminal activity within the state; concentrating on drug and violent crimes, internet crimes against children, as well as criminal intelligence.

Assistance - Provide investigative, crime laboratory and criminal information assistance to local, state and federal law enforcement and prosecutors in a timely and professional manner throughout the State of Wyoming.

Evidence & Analysis - Respond to crime scenes; collect and analyze evidence submitted by local, state and federal law enforcement utilizing current methodology and state of the art technology.

Information & Identification - Provide access and assistance to criminal justice information systems for local, state and federal law enforcement agencies and prosecutors regarding offender identification through fingerprints, as well as sex offender registration

management, concealed firearm permit registration management, automated fingerprint identification system repository, criminal history, expungements and pardons repository.

Collectively, these functions serve more than 100 law enforcement and criminal justice agencies within the State of Wyoming and benefit all of its residents and guests by responsibly enforcing laws and protecting individual constitutional rights.

Performance Measures:

Performance measures that this agency considers most important are:

#1: Percentage of drug or violent crime arrests and percentage of Internet Crimes Against Children prosecutions that led to conviction.

#2: Total Criminal and Non-criminal fingerprint cards processed.

Year				
Total				
Increase from Prior Year				

#3: Percentage of time dedicated to research criminal history of each criminal justice and non criminal justice applicant.

Number of applications received by the Concealed Firearm Licensing Unit.

Year				
Applications				
Increase from Prior Year				

Number of sex offender records managed by the Sex Offender Registry Unit.

Year				
Applications				

Increase from Prior Year				
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#4: Percentage of time that controlled substances are analyzed within 20 days.

Story behind the performance plotted above:

#1: Operations comprises the five regional drug enforcement teams who prioritize controlled substance and violent crime investigations. While identifying and apprehending a violator is essential, prosecution and ultimately a conviction is the desired result. Special agents and task force officers (TFO's) that are assigned to the drug enforcement teams present controlled deliveries, historical, conspiracy and violent crime investigations to county, district and assistant United States attorneys for prosecution. These investigations are the result of well coordinated and cooperative efforts on behalf of agents, TFO's, local, state, and federal law enforcement, as well as the respective prosecutors.

Operations is also comprised of the Internet Crimes Against Children (ICAC) team, which is comprised of specialized agents who are highly trained in computer and internet technology. ICAC agents focus on online predators that possess, distribute and make child pornography. Agents also pursue all investigations involving "travelers" who travel to physically meet with a child. Agents assigned to ICAC undergo a minimum of two years of computer forensic and investigative training to become proficient in these specialized types of investigations. ICAC Agents deal with the worst of the worst in the criminal world, as these predators intend to do harm to our children.

In addition, the Criminal Intelligence Team (CIT) is also a component of Operations. CIT collects, coordinates and disseminates criminal intelligence with local, state and federal law enforcement, on daily basis, in Wyoming and throughout the country. CIT is a critical component to all successful investigations.

#2: The Criminal Justice Information Section (CJIS), Criminal Records Unit maintains the repository for all State of Wyoming fingerprint criminal arrest fingerprint cards and processing of non-criminal applicant fingerprint card submissions. CJIS also operates the Automated Fingerprint Identification System (AFIS). Implementation of the AFIS systems at DCI and into high traffic sheriff offices with field terminals has proved beneficial in reducing and eliminating backlog that was historically a norm prior to AFIS

This unit has continued to process fingerprint cards and train new operators on terminals in the field to avoid and/or reduce backlog concerns. Processing of criminal and non-criminal justice applicant fingerprint cards through the State and FBI AFIS has increased an average of 20% from the year prior; and is expected to continue as a result of the legislatively mandated fingerprint-based non-criminal justice checks. With the continued yearly increases, applicant card submissions have surpassed arrest card submissions. Fingerprint processing plays a crucial role in appropriately identifying individuals with their respective criminal history, i.e.; convictions, arrests and charges,

therefore affecting sentencing. Applicant identification is also critical for certification and licensing purposes.

#3: Researching criminal justice and non-criminal justice criminal history records continues to be the number one time consuming task within the Criminal Justice Information Section. Criminal records reported out from the Repository are expected to be as complete as possible, having an arrest, disposition, and custody information if available. Continuous requests are received from applicants for visas, public teachers, day cares, healthcare providers, concealed firearm permits, sex offender tracking, licensure, adoption, voter registration rights, restoration of rights and numerous other currently mandated criminal history checks. Often a criminal history record will indicate an applicant was previously arrested and the CJIS must obtain certified judgment and sentencing records from the respective courts of jurisdiction, in addition to the arrest dispositions. Locating these records continues to be a time consuming task, especially as the criminal and non-criminal applicant submissions increase each year.

The Concealed Firearm Permit (CFP) program has seen a consistent increase in the amount of submitted applications as well. This program relies on both fingerprint processing, as well criminal history records.

Wyoming has experienced an increase in the number of out of state sex offenders who have moved to Wyoming. New sex offender registry laws went into effect July 1, 2007. These new laws have placed sex offenders into one of three tiers, following the federal guidelines of the Adam Walsh Child Protection Act. DCI currently lists approximately 1,723 sex offenders on the public website. Wyoming's total number of registered offenders, including all status offenders is approximately 3,883 offenders. The SOR section is regularly being asked to participate in presentations to local agencies and the public regarding the Wyoming Sex Offender Registration Act. The state Sex Offender Registry is currently managed by two employees and a records analyst who splits available time with the other programs within CJIS. As a result of the new sex offender registry laws, record research, management and oversight, and public inquiry of the system, these numbers will continue to increase.

#4: The Wyoming State Crime Laboratory performs a wide range of forensic analysis. The analysis of controlled substances continues to be the single largest request for evidence analysis in terms of volume. Methamphetamine, marijuana, and cocaine continue to be the most common drugs submitted to the crime laboratory although requests for the analysis of pharmaceutical drugs continue to grow. This trend is expected to continue.

The Chemistry I Unit is responsible for analyzing controlled substances. During the past fiscal year, the average turnaround time for drug analysis was twenty days. Turnaround times measure the interval from the date of submission for analysis to the date the analysis report is provided to the requesting agency.

A reorganization of existing personnel within the Crime Laboratory improved the staffing within the Chemistry I Unit, bringing the total number of personnel to five. This resulted in the improved turnaround time as well as adding some flexibility to the unit to meet future demands for this service.

What does this agency propose to do to improve performance in FY2013-2014?

DCI will continue to include no-cost/low cost ideas and the potential contribution of partners. DCI will also continue to apply for available federal funding resources. DCI is committed to remaining fiscally responsible with all funding received.

#1. This agency is committed to quality investigations and this is best measured by the percentage of arrest to conviction ratio. The regional drug enforcement teams consistently average a 87% or higher conviction rate after prosecution is affected. DCI will continue to cooperate, coordinate and facilitate criminal investigative efforts with local, state and federal partners. To improve performance in the next two years DCI must effectively communicate with our partners to identify priority violators and then work together with them towards a conviction. These partners include, but are not limited to the Chiefs and Sheriff's Association, DEA, FBI, U.S. Marshall's, ATF, Office of Homeland Security, ICE, U.S. Marshalls Office, High Intensity Drug Trafficking Association (HIDTA), and state and federal prosecutors. In addition, special agents must stay up to date with drug trafficking and officer safety trends and be provided with up to date equipment to investigate and convict offenders.

The ICAC Team is committed to quality investigations and this is best measured by the percentage of arrest to conviction ratio. The ICAC Team consistently averages a 98% conviction rate after an arrest. Performance can be improved by staying up to date on investigative equipment, with improving technology, and current with file sharing trends in the distribution of child pornography. ICAC agents must also continue to partner with and cooperate with the Chiefs and Sheriff's Association, DEA, FBI, U.S. Marshall's, ATF, Office of Homeland Security, ICE, U.S. Marshalls Office, High Intensity Drug Trafficking Association (HIDTA), and state and federal prosecutors.

#2. The implementation of the AFIS, including field terminals reduced backlog and will continue to increase performance. The largest contributor to the processing of fingerprint cards are non-criminal justice types of applications. Performance can be improved in this area by increasing communication and training with all entities submitting fingerprints as well as ongoing communication to forward timely disposition information to DCI upon completion of cases. A determination must be made as to what an individual was convicted of prior to releasing this sensitive information, as there may be detrimental ramifications.

#3. To increase performance, this agency was approved to upgrade the criminal history system, including applicant tracking and concealed weapon permits applicant tracking. Performance can also be improved in this area by increasing communication and training with all Wyoming district court clerks and district/county attorneys to forward this

information to DCI upon completion of case dispositions. Performance would also be improved with an additional full time employee added to this section. Until further automation can be achieved, this is a manual, people intensive process.

In the area of the Concealed Firearm's Permit unit, a new portion of the criminal history management database is dedicated to the management of the concealed firearm permits. An additional person was added to the section, making a total of two employees that handle CFP applications for the entire state. Performance could be increased by the addition of another full time employee, and increased automation of the application process.

To increase performance, in the area of the Sex Offender Registry, this agency was approved to upgrade the data base, software and connectivity to local law enforcement agencies regarding sex offender registration. DCI has developed and trained all agencies in submitting sex offender registrations via a Web-interface program improving timely electronic submission of information, within statutory time requirements. Nonetheless, the time taken to research, answer sex offender registry questions, track, manage and coordinate the system is overwhelming for two people. Additionally, the SOR section is regularly being asked to participate in presentations to local agencies and the public regarding the Wyoming Sex Offender Registration Act. To increase performance, an additional full time employee will be requested in the future to assist with the sex offender registry duties. Performance can also be improved in this area by increasing communication and training with all Wyoming district court clerks and district/county attorneys to forward this information to DCI upon completion of case dispositions.

#4. Throughout the past year, every attempt was made to accommodate the requests for drug analysis. These requests come from all aspects of Wyoming's Criminal Justice System. Prioritization of these requests was based on scheduled court dates, ongoing investigations, and the identification of any unusual health or safety hazards associated with these drugs. Emphasis on these priorities resulted in all requests for services being completed in a timely manner. Services were provided to Wyoming's courts, prosecutors, law enforcement entities, public defenders, and other Criminal Justice and Corrections systems components.

Increased communications between the submitting entity and the Crime Laboratory have resulted in identifying specific analysis needs and a reduction in unnecessary requests. The additional efficiency has produced a general decrease in turnaround times throughout the Crime Laboratory and improved the timeliness of services provided to all of Wyoming's Criminal Justice and Corrections systems customers.