



The LEADing NEWS

In this issue . . .

- LEADS Access 2
- New Contacts for BMV Services 3
- NCIC Technical and Operational Updates 3
- Ohio LEADS Expands Hot Files to include Guns..... 4
- Hit Color Codes 4
- NICS Indices Entries..... 5
- NICS Denial Notification Act: Firearm Transaction Denial..... 6
- Bipartisan Safer Communities Act of 2022 8
- Cybersecurity Awareness 10
- Index 11
- Read & Sign 13
- NCIS Virtual Training: Ohio Concealed Handgun License & Disposition of Firearms Federal Prohibitions Training 14
- Training Opportunities..... 15
- LEADS Contact Information... 15

Are you receiving exceptional service from the LEADS Staff?

Whether it's from the administrative staff, auditing, and training or LEADS Control, etc. — were you pleased and satisfied with the outcome of your experience? We would like to know! We encourage agencies to evaluate our staff and provide feedback.

A personnel evaluation sheet is located on the CJIS Launchpad (CJIS Documents, LEADS forms) or at WWW.LEADS.OHIO.GOV/FORMS. The form allows agencies to comment on LEADS personnel in punctuality, appearance, quality of work, cooperation and professionalism. Once completed, fax to ATTN: LEADS Administrator at 614-995-1230 or email to LEADSADMIN@DPS.OHIO.GOV.

LEADS Fee Structure		
LEADS Access Category	Fees	Comments
Non-terminal LEADS Access The agency has no means to run LEADS directly and gets information by requesting it through a terminal agency.	\$600 per year (\$50 per month)	Typically billed by the fiscal year July 1 to June 30. Agency must sign a <i>LEADS Non-terminal Participation Agreement</i> .
MDT Only Access The agency does not have an office terminal, but utilizes a vendor to provide LEADS service to Mobile Data Terminals (MDT) in patrol cars.	\$1,200 per year (\$100 per month)	Typically billed by the fiscal year July 1 to June 30. Agency must sign a <i>LEADS Terminal Agency Participation Agreement</i> .
LEADS Mobile Service Direct web-based access to LEADS for officers operating Mobile Data Terminals (MDT) in its patrol cars.	\$100 per month plus an additional \$5 per user, per month. Terminal agencies: Terminal fees plus \$5 per user, per month.	Agency must complete a <i>LEADS Terminal Agency Participation Agreement</i> .
LEADS Terminal Access The agency has a terminal or terminals in its office through which it can access LEADS information.	LEADS Circuit based terminal access: \$250 base fee plus circuit cost for telecommunications carrier service, customer premise equipment and annual maintenance. PNT Circuit: \$800 per month/\$550 each additional circuit, same agency. DM-VPN: \$600 per month/\$350 each additional router, same agency. Interface: \$250 per month Internet: \$250 plus \$5 each PC per month and \$5 each user per month.	Agency must sign a <i>LEADS Terminal Agency Participation Agreement</i> .

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

LEADS ACCESS

Do you have an employee with an arrest record? Did you know agencies are required to submit that person's information to LEADS prior to permitting direct or indirect access to Criminal Justice Information (CJI)?

LEADS Security Policy Section 5.12.1 states:

To verify identification, state of residency and national fingerprint-based record checks shall be conducted prior to granting access to CJI for all personnel who have unescorted access to unencrypted CJI or unescorted access to physically secure locations or controlled areas (during times of CJI processing).

LEADS Security Policy 5.12.1(3) states:

If a record of any kind exists, access to CJI shall not be granted until the CSO or his/her designee reviews the matter to determine if access is appropriate.

The **LEADS Access Review** form must be submitted to LEADS by fax at (614) 995-1230 for any person with an arrest record. The form can be found on the LEADS website at [HTTPS://LEADS.OHIO.GOV/FORMS](https://LEADS.OHIO.GOV/FORMS) or on the CJIS Launch Pad under CJIS Documents, LEADS Forms, Editable LEADS Forms in WORD.

NEW CONTACTS FOR BMV SERVICES

Ohio BMV now has a new email address to request certified records for court purposes BMVTranscripts@dps.ohio.gov. Most requests are responded to via email to expedite service.

Additionally, law enforcement requests pertaining to title corrections or deactivations may be sent directly to asktitles@dps.ohio.gov.

NATIONAL CRIME INFORMATION CENTER (NCIC)

TECHNICAL AND OPERATIONAL UPDATES (TOUs)

TOU 22-1

Section 2.3 Updates to the creation of the Extreme Risk Protection Order (ERPO) File in the NCIC System.

TOU 22-2

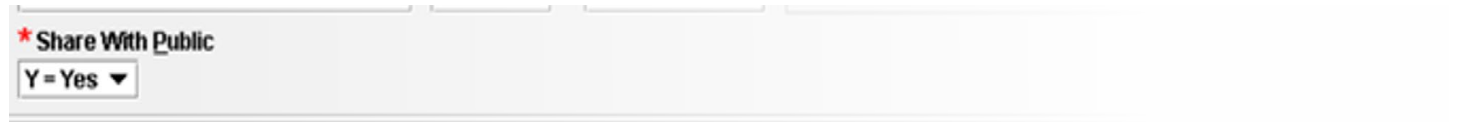
Section 2.1 Expansion of the NCIC Number (NIC) Check Digit Algorithm for the Image, Wanted Person, and Protection Order Files.

For additional information visit: [CJIS Launch Pad/CJIS Manuals/NCIC TOUs](#)

OHIO LEADS EXPANDS HOT FILES TO INCLUDE GUNS

Effective August 23, 2022 — Ohio LEADS expanded its services to include an in-state Gun File with a new flag to allow sharing with the public. Entries in the Ohio Gun File will be also be entered into the NCIC Gun File for national availability and awareness.

The **Share With Public** field indicates the entering agency's willingness to make the entry available for public search through the Ohio Attorney General's Stolen Gun Database, available at WWW.OHIOATTORNEYGENERAL.GOV/STOLENGUN. The field defaults to "Y=Yes".



* Share With Public
Y = Yes ▼

HIT COLOR CODES

Records returned in the Messenger application are displayed with different colored backgrounds for easier recognition.

RED

- Wanted Persons with a Caution Indicator
- Stolen vehicles
- Stolen license plates
- COP entries (Immediate Threat, Taylor Alert, Homeland Security Alert)
- Amber Alert / Endangered Missing Adult Alert

BLUE

- Wanted Persons without a Caution Indicator
- Blue Alert

GREEN

- Missing persons
- Hit confirmation request/response
- In-state Protection Orders
- No Contact Orders

YELLOW

- All NCIC responses
- In-state guns

PURPLE

- Concealed handgun license
- LEADS administrative message

NICS INDICES ENTRIES

Recent updates have been made to fields in the NICS Indices based on approved recommendations from the CJIS Advisory Policy Board (APB) for the purpose of standardizing FBI CJIS systems.

- The range of the height field has expanded from 400-711 to 001-911.
- The range of the weight field has expanded from 000-499 to 001-999.
- For both height and weight, **UNK** can be used for unknown; however, the field can be left blank if a height or weight isn't available.
- The abbreviation for "bald" has changed from BLD to **BAL**.
An additional hair option was added for "streaked" hair, which is **STR**.
- Based on APB and FBI Director approval, NICS will no longer accept a partial date of birth in the system. The NICS Indices entry cannot be completed without a complete date of birth or another miscellaneous number (such as a social security number, military number, etc.).
Dates of birth such as 00/04/1944, 04/00/1944, 04/04/0000, will no longer be accepted regardless of what other information (such as a miscellaneous number) is available.
- Individuals with multiple first names or multiple middle names can be entered by placing a hyphen between the names.
Examples:

- Two first names: Eugene Michael Anthony Qtest. Enter in the NICS Indices as **NAM/Qtest, Eugene-Michael Anthony**.
- Two middle names: Eugene Michael Anthony Qtest. Enter in the NICS Indices as **NAM/Qtest, Eugene Michael-Anthony**.

The system will drop the second name and only one will be entered if a dash is not used.

- Individuals with a suffix (Sr., Jr, II, III, etc.) and no middle name must be entered with two spaces after the first name to ensure the suffix does not get placed in the middle name field.
Example:
- Name is Eugene Qtest, Jr. Enter in NICS Indices as **NAM/Qtest, Eugene [space][space] Jr.**

Please contact the NICS Trainers at NICSTRAINING@FBI.GOV for further assistance.

U.S. Department of Justice
 Federal Bureau of Investigation
 Criminal Justice Information Services (CJIS) Division

UNCLASSIFIED



National Instant Criminal Background Check System (NICS) Section



NICS Denial Notification Act of 2022

The Consolidated Appropriations Act of 2022 (hereinafter “Act”) was signed into law on March 15, 2022. Section 1011 of the Act included the “NICS Denial Notification Act of 2022.” The Act requires the Attorney General to report background check denials to state authorities and will require the FBI CJIS Division’s NICS Section to notify state, local, or tribal law enforcement of all FBI NICS denied transactions within 24 hours beginning October 1, 2022. The notification will include the date and time of the denial, the reason for the denial, the location of the federal firearms licensee (FFL), and the identity of the individual. If at any time the original denial is changed to a proceed, an updated notification to those agencies originally notified will be required.

Notification Process

Denial notifications will be delivered to the appropriate law enforcement agency based on the city, state, county, and zip code combination of the FFL’s location and the city, state, county, and zip code combination of the attempted transferee’s home address when different. Denial notifications will be delivered via an NCIC \$.H.NDN unsolicited message. The use of the International Justice and Public Safety Information Sharing System Network’s administration message, commonly know as the Nlets AM, is available for states who cannot deliver the \$.H.NDN unsolicited message to law enforcement agencies at this time.

All available information relating to the denial is delivered in the notification. The NICS Section is unable to provide additional information relating to the individual or the record related to the reason for the denial.

Attempted Transferee



Denied by NICS



Notification to law enforcement



Deconfliction Information

The Bureau of Alcohol, Tobacco, Firearms and Explosives actively investigates certain denials made based on federal prohibitions. The NICS denial notifications are delivered containing a caveat to assist with potential deconfliction that could be needed for investigation prior to an agency taking any necessary action. State, local, or tribal agencies may also have deconfliction procedures in place that agencies should consider as well. There is no legislative requirement for any action placed on the receiving agency, and the NICS Section is not requesting any action to be taken based on receipt of a denial notification. Each state and/or agency is responsible for establishing any necessary policy/procedure related to the denial notifications in accordance with their authorities. To determine if your state has a policy in place, contact your respective CJIS systems agency or local agency administration for proper guidance and handling of the denial notification received.

Visit www.FBI.gov for more information

U.S. Department of Justice
Federal Bureau of Investigation
Criminal Justice Information Services (CJIS) Division

UNCLASSIFIED

National Instant Criminal Background Check System (NICS) Section



Example Denial Notification

The following is the denial notification that will be received when an individual is denied the attempted transfer of a firearm:

FIREARM DENIAL NOTICE:

A PERSON PURCHASING/RESIDING IN YOUR JURISDICTION WAS RECENTLY DENIED THE TRANSFER OF HANDGUN

THE FBI ENCOURAGES YOU TO CONTACT YOUR LOCAL BUREAU OF ALCOHOL, TOBACCO, FIREARMS AND EXPLOSIVES OFFICE PRIOR TO TAKING ACTION. CHARLESTON ATF, 304-234-5678

THE NATIONAL INSTANT CRIMINAL BACKGROUND CHECK SYSTEM (NICS) SECTION CONDUCTED A NAME SEARCH USING

DESCRIPTIVE DATA, NOT FINGERPRINTS, FOR A FIREARM BACKGROUND CHECK WHICH WAS DENIED ON 4/26/2022, 02:02:23PM

FOR:

NAME: DOE, JOHN L. NTN: 102356748

SEX: M RACE: W DATE OF BIRTH: 10-11-1990 PLACE OF BIRTH: WV

HEIGHT: 6'1" WEIGHT: 185 SOCIAL SECURITY NUMBER: 123-45-6789

RESIDENCE ADDRESS: 456 AMERICAN WAY, APPLE PIE, APPLE PIE COUNTY, WV 22445

INFORMATION RECEIVED INDICATES THE ATTEMPTED PURCHASER IS PROHIBITED FROM RECEIVING OR POSSESSING FIREARMS IN THE STATE OF PURCHASE AND/OR STATE OR RESIDENCE, BASED ON:

SUBJECT OF QUALIFYING PROTECTION ORDER

THE ATTEMPTED PURCHASE OCCURRED AT:

FIREARM DEALER: USA ARMS

ADDRESS: 123 MAIN STREET, HOMETOWN, HOMETOWN COUNTY WV, 23456

PHONE: 304-625-1002

SHOULD YOU HAVE QUESTIONS REGARDING THIS NOTIFICATION, PLEASE VISIT: (Web address will be inserted when established WWW.FBI.GOV)

THIS NOTIFICATION WAS ALSO PROVIDED TO THE FOLLOWING ORI(S):

WV0470150 SO APPLE PIE COUNTY 304-478-0000

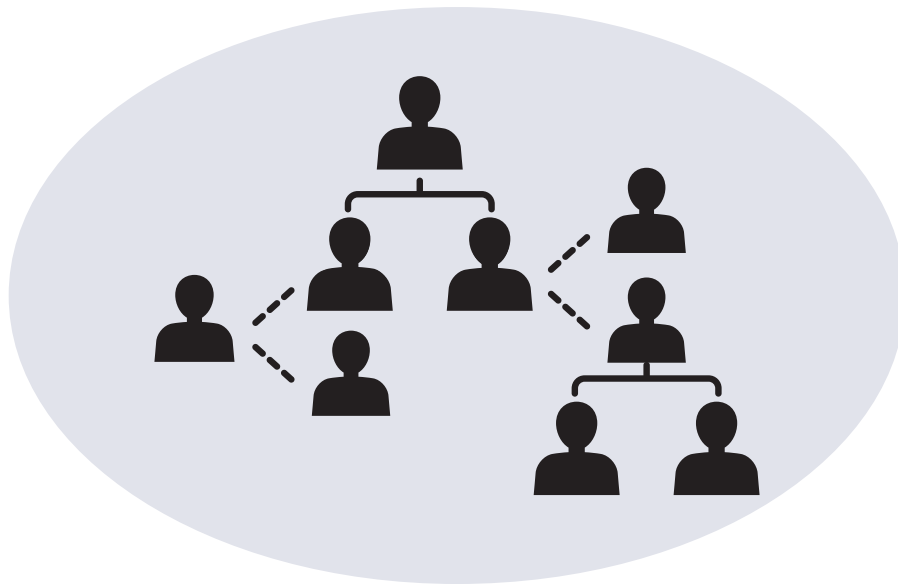
WV0625630 PD HOMETOWN 304-457-0000

BIPARTISAN SAFER COMMUNITIES ACT OF 2022

The *Bipartisan Safer Communities Act of 2022, Public Law 117-159* (herein after “the Act”) was signed into law on June 25, 2022. Among other changes, the Act expands the type of relationships under the misdemeanor crime of domestic violence (MCDV) federal firearm prohibition, Title 18, United States Code (U.S.C.), Section 922(g)(9), to include ***a person who has a current or recent former dating relationship with the victim.*** This new relationship criteria are set out under Title 18 U.S.C. 921(a)(33) and U.S.C. 921(a)(37).

The FBI Criminal Justice Information Services Division’s National Instant Criminal Background Check System (NICS) Section, in collaboration with other Department of Justice agencies, currently continue to evaluate the provisions of the Act to clarify the process for implementation. Plans

for modifications to official training materials/resource documents related to the MCDV prohibition, and NICS Indices enhancements to identify the new relationship to victim (RTV) category for those who meet the new “dating relationship” criteria are currently underway. Details regarding such changes will be provided in future correspondences. However, because the provisions of the Act became effective immediately upon being signed into law on June 25, 2022, ***the NICS Section began denying transactions meeting the new criteria on Monday, August 8, 2022. NICS point-of-contact (POC) states and all NICS users are encouraged to begin denying the transfer of firearms (or issuance/renewal of NICS-alternate permits) to individuals meeting the expanded MCDV “dating relationship” at their earliest convenience.***



BIPARTISAN SAFER COMMUNITIES ACT OF 2022

The following is provided to assist POC states and other NICS users when identifying this new category of individuals prohibited under the MCDV prohibition:

- A “dating relationship” is between “individuals who have or have recently had a continuing serious relationship of a romantic or intimate nature.” Further consideration of whether a relationship qualifies as a dating relationship includes “(i) the length of the relationship; (ii) the nature of the relationship; and (iii) the frequency and type of interaction between the individuals involved in the relationship.
- A casual acquaintanceship or ordinary fraternization in a business or social context does not constitute a dating relationship.
- The new dating relationship would include descriptions such as boyfriend, girlfriend, fiancé, etc. to include same-sex relationships.
- This new relationship is not retroactive; therefore, only convictions occurring on or after June 25, 2022, will apply.
- As with any MCDV relationship, information establishing a dating relationship may be established through incident report narratives, convicting documents, etc.
- All criteria needed to establish the MCDV prohibition still applies:
 - misdemeanor conviction
 - conviction for an offense containing, as an element, the use or attempted use of physical force, or the threatened use of a deadly weapon
 - qualified relationship

For individuals who only have one MCDV conviction or are not otherwise prohibited, the Act establishes an MCDV conviction involving a dating relationship as a temporary prohibition — with the convicted individual prohibited from possessing firearms for five years from the date of conviction or completion of sentence (whichever is later). However, the temporary five-year prohibition is voided if a subsequent firearms-prohibiting conviction occurs. The NICS Section will provide additional information regarding the application of this portion — and other portions — of the Act in future communications to the NICS user community.

Enhancements to the NICS Indices to include dating relationship as a RTV option when making NICS Indices entries is currently underway. Until the dating relationship RTV option is available for NICS Indices entries, NICS POCs and other NICS users are encouraged to maintain information on individuals prohibited under the MCDV dating relationship criteria for entry when the NICS Indices can receive the information.

Want to learn more?

If you would like to have NICS staff participate in any meeting, conference, or discussion related to the new initiatives tied to the NDNA or BSCA, please contact Jill Montgomery at (304) 625-8252.

INDEX

B

BMV After Hour Assistance Fall 2021
 BMV Ohio DL/ID Security Enhancement Fall 2019

C

Caution Indicators Fall 2020
 Certified Operator Training Fall 2021
 Children Services CCH Queries Spring 2020
 CHL Expiration Extensions Spring 2021
 CJIS Security Addendum Fall 2019
 Contact Information Recurring
 COVID 19 Fall 2020

D

Death Notice Automated Message Spring 2021
 Driving Record Highlight Fall 2020
 Driver's License & Vehicle Registration Expiration
 Extensions Spring 2021

E

Employee Driving Record Request Spring 2021
 Employee Updates Recurring
 eWarrants System Spring 2021

F

FBI Data Sharing Services Spring 2022
 Federal Firearm Prohibitions Spring 2022
 Federal Railroad Administration Highway-Rail Grade
 Crossing Reporting Tool Spring 2020
 Felony Warrant Entry Changes Spring 2020
 Fingerprint Checks Spring 2022

H

HB62 Seatbelt Medical Exemption Fall 2019
 Height/Weight Spring 2022

L

LEADS Fees Recurring
 LEADS Forms & Agreements Fall 2019
 LEADS Manual Update Fall 2020, Spring 2021
 LEADS Mobile 2.0 Fall 2020
 LEADS Security Fall 2020
 LEADS Security CJIS Audit Spring 2020
 Local Agency Security Officer (LASO) Spring 2020
 Locates Fall 2020, Fall 2021

M

Malicious Incident Response Form Spring 2019
 Microsoft Internet Explorer
 End of Support Spring 2019, Fall 2019,
 Spring 2020, Spring 2022
 Modifying Warrants Spring 2020

INDEX

N

NCIC Ohio Audit Findings..... Spring 2022
 NCIC Warrant Entry..... Fall 2019
 NIEM XML..... Fall 2021
 NICB NAQ Query New Codes Spring 2019
 NICS Spring 2019, Spring 2021
 NICS Indices Submission..... Fall 2020
 NLETS Queries Spring 2020
 No Contact Order Spring 2021

O

OpenFox Desktop Update Fall 2022
 ORI Fall 2021, Spring 2022

P

Postal Vehicle Inquiries Spring 2021
 Promotions Fall 2021
 Protection Orders Fall 2019, Spring 2020, Spring 2021

S

Screen Changes for Person Records Spring 2020
 Source Documentation Fall 2021
 State Criminal History Identification
 Number (SID) Field..... Fall 2020

T

Technical Operational
 Updates (TOU) Spring 2019, Spring 2021, Spring 2022
 Training Opportunities Recurring

U

US Immigration and Customs
 Enforcement (ICE) Discrepancies Spring 2020

V

Vehicle Registration Spotlight..... Fall 2020
 Vehicle Identification Number (VIN) Set..... Fall 2021

W

Warrant Modification Spring 2021
 Windows Operating Systems
 End of Support Spring 2019, Fall 2019,
 Spring 2020, Spring 2022

Y

YQ Messages Fall 2019



READ & SIGN

- | | |
|-----------|-----------|
| 1. _____ | 21. _____ |
| 2. _____ | 22. _____ |
| 3. _____ | 23. _____ |
| 4. _____ | 24. _____ |
| 5. _____ | 25. _____ |
| 6. _____ | 26. _____ |
| 7. _____ | 27. _____ |
| 8. _____ | 28. _____ |
| 9. _____ | 29. _____ |
| 10. _____ | 30. _____ |
| 11. _____ | 31. _____ |
| 12. _____ | 32. _____ |
| 13. _____ | 33. _____ |
| 14. _____ | 34. _____ |
| 15. _____ | 35. _____ |
| 16. _____ | 36. _____ |
| 17. _____ | 37. _____ |
| 18. _____ | 38. _____ |
| 19. _____ | 39. _____ |
| 20. _____ | 40. _____ |



National Instant Criminal Background Check System (NICS)

Free training for law enforcement agencies completing firearm permit or return of confiscated firearm checks.

Register
Now!!



Virtual Training

Training covers the 10 federal prohibitions associated with the possession or transfer of firearms; this includes a review of the criteria needed to apply, research strategies, and examples for all 10 Federal prohibitions. **Training is scheduled over 4 days, lasting 2.5 hours each day.**

Date: October 31-Nov 3 (4 days)
2.5 hrs daily

Session 1: 8:30 a.m. – 11:00 a.m. (EDT)

Session 2: 12:00 p.m. – 2:30 p.m. (EDT)

Location: Virtual via Microsoft Teams

Attendees: Any law enforcement or criminal justice agency completing firearm related permit or return of confiscated/stolen firearms checks.

Training extends over 4 days, 2.5 hours each day. Attendees will need to attend all days of training.

RSVP

Register by
10/26/2022

Click on the
click below to
register

www.surveymonkey.com/r/6ZYFPTF

Training

Examples

Resources/Support

Questions?
nicstraining@fbi.gov

Register:
www.surveymonkey.com/r/6ZYFPTF

TRAINING OPPORTUNITIES

Classes are available for registration online through *nexTEST*. Registration is required to attend. All LEADS classes are held via Microsoft Teams and start promptly at 9:00 a.m.

Classes are subject to change. Refer to nexTEST Training Registration to confirm location, availability and additional classes. Please email instructor to receive class material.

If you register for a class and cannot attend, withdraw in *nexTEST* or contact Training Program Manager Victoria Dowdy at VDOWDY@DPS.OHIO.GOV or 614-466-7621.

NEW TAC (ENTERING AGENCY) 9AM - 11:30AM

NOVEMBER 3	MARCH 16
DECEMBER 1	APRIL 6
JANUARY 19	APRIL 20*
FEBRUARY 16	<i>*April 20: In-person session – Columbus, Ohio</i>

NEW TAC (NON-ENTERING AGENCY) 9AM - 11:30AM

NOVEMBER 17	FEBRUARY 23
DECEMBER 15	MARCH 23
JANUARY 26, 2023	APRIL 13

LEADS BASIC OPERATOR

LEADS Basic Operator Training is available at <https://youtu.be/c1Wb5t6DAmY>.

LEADS

STEERING COMMITTEE MEMBERS

Major Shawn Davis, Chair
Ohio State Highway Patrol

Joe Morbitzer, Superintendent
Bureau of Criminal Investigations

Judge Beth W. Cappelli
Fairborn Municipal Court

Peggy O'Neill, Manager
Hamilton County Regional Crime Information Center

Chief George Kral
Toledo Police Department

Chief Brandon Standley
Bellefontaine Police Department

Sheriff Russell Martin
Delaware County Sheriff's Office

Sheriff Randy Thorp
Licking County Sheriff's Office

CONTACT INFORMATION

Kara Joseph, Program Administrator
(614) 752-4382
KJOSEPH@DPS.OHIO.GOV

Betsy Hundley, Auditor
(614) 752-4380
BJHUNDLEY@DPS.OHIO.GOV

Tracey Robinson, Accounts Receivable
(614) 466-8781
TLROBINSON@DPS.OHIO.GOV

Ian Miller, Auditor
(614) 752-4379
IMMILLER@DPS.OHIO.GOV

Kevin Locke, Technical Security
(614) 387-6156
KLOCKE@DPS.OHIO.GOV

Gabbriel Veltheims, Auditor
(614) 752-4373
GMVELTHEIMS@DPS.OHIO.GOV

Victoria Dowdy, Acting LEADS Administrator/Training Program Manager
(614) 466-7621
VDOWDY@DPS.OHIO.GOV

Harry Staples, Control Room Supervisor
(614) 995-3842
HSTAPLES@DPS.OHIO.GOV

Stacy Capehart, Administrative Professional 3
(614) 644-6377

LEADS CONTROL ROOM: (800) 589-2077

LEADS FAX NUMBERS

LEADS Control Room: (614) 644-2459 **Administrative Staff:**

- LEADS Operator Update Form (LOU) (614) 995-1230
- Helpdesk Correspondence
- General Correspondence

Training Manager & Auditors:
(614) 995-0743

- Data Audit Correspondence
- Agreements
- Forms
- Validations

• Training Information

Programmers & Technical Security: (614) 644-0566

MAILING ADDRESS

LEADS
P.O. BOX 182075
COLUMBUS, OH 43218-2075

PUBLIC WEB SITE

WWW.LEADS.OHIO.GOV