Oklahoma State Bureau of Investigation

Lead Administrator: Stan Florence   **Lead Financial Officer: Dan Melton**

FY'16 Projected Division/Program Funding By Source					
	Appropriations	**Federal**	**Revolving**	**Local**	**Other***	**Total**
Administration		$321,901	$4,373,272			$4,695,173
Investigations	$5,047,464	$559,367	$5,565,438			$11,172,269
Criminalities	$4,797,081	$1,310,699	$7,519,067			$13,626,846
Information Services	$899,140	$331,091	$5,047,121			$6,277,352
Information Technology Services		$196,106	$2,648,415			$2,844,521
Capital Improvement Project - AFIS			$1,000,000			$1,000,000
Total	**$10,743,685**	**$2,719,164**	**$26,153,313**	**$0**	**$0**	**$39,616,162**

** Revolving funds include $1,000,000 from AFIS revolving fund and $2,000,000 from General Revolving fund as directed in the Appropriations Bill.
and the Appropriations column reflects only the actual cash received from the general revenue fund.

FY'15 Carryover by Funding Source					
	Appropriations	**Federal**	**Revolving**	**Local**	**Other***	**Total**
FY'15 Carryover	$0	$0	$5,172,359	$0	$0	$5,172,359

Fund 200 - General Revolving Fund - $2,216,494
Fund 210 - Automated Fingerprint Identification System Revolving Fund - $2,702,988
Fund 220 - Forensic Science Improvement Revolving Fund - $182,877
Fund 700 - OSBI Evidence Revolving Fund - $70,000

What Changes did the Agency Make between FY'15 and FY'16?

1.) Are there any services no longer provided because of budget cuts? No
2.) What services are provided at a higher cost to the user? None
3.) What services are still provided but with a slower response rate?
Some provided services, like crime scene responses, are sometimes provided with a slower response rate. Reduced staffing requires a crime scene agent to cover a larger geographic area leading to longer travel distances and response times.

4.) Did the agency provide any pay raises that were not legislatively/statutorily required? If so, please provide a detailed description in a separate documen
No raises were provided, however increases were afforded only to probationary employees receiving a sucessful end of probation and to employees promoted at end of trial period as part of HCM's rules. § 74-840-2.17 (12)

FY'17 Requested Division/Program Funding By Source						
	Appropriations	**Federal**	**Revolving**	**Other**	**Total**	**% Change**
Administration		$321,901	$4,137,310		$4,459,211	-5.03%
Investigations	$7,047,464	$559,367	$3,183,719		$10,790,550	-3.42%
Criminalities	$5,797,081	$1,310,699	$6,426,594		$13,534,374	-0.68%
Information Services	$899,140	$331,091	$4,693,822		$5,924,054	-5.63%
Information Technology Services		$196,106	$2,753,554		$2,949,660	3.70%
Capital Improvement Project - AFIS					$0	-100.00%
					$0	
Total	**$13,743,685**	**$2,719,164**	**$21,195,000**	**$0**	**$37,657,849**	**-4.94%**

*Source of "Other" and % of "Other" total for each.

FY'17 Top Five Appropriation Funding Requests	
	$ Amount
Request 1: Description	None
Request 2: Description	None
Request 3: Description	None
Request 4: Description	None
Request 5: Description	None
Total Increase above FY-17 Request	0

How would the agency handle a 5% appropriation reduction in FY'17?

$687,184 total decrease. An additional 5% appropriation reduction would require reverting back to the same type of actions of holding additional vacancies unfunded and reducing and/or eliminating budgets for overtime, training level, replacement equipment, and deferring facility maintenance projects. Because these actions cannot be sustained for long periods without detrimental impact on personnel and operations, reducing or eliminating services or programs would have to be made. Program cuts are going to have a detrimental impact on other law enforcement entities as well as Oklahoma citizens.

How would the agency handle a 7.5% appropriation reduction in FY'17?

1,030,776.38 total decrease. An additional 7.5% appropriation reduction would require reverting back to the same type of actions of holding additional vacancies unfunded and reducing and/or eliminating budgets for overtime, training level, replacement equipment, and deferring facility maintenance projects. Additionally programs would need to be decreased causing lag times for delivery of certain services. Some services may have to be eliminated due to lack of funding. Because these actions cannot be sustained for long periods without detrimental impact on personnel and operations, reducing or eliminating services or programs would have to be made. Program cuts are going to have a detrimental impact on other law enforcement entities as well as Oklahoma citizens. We may need to pursue utilizing furloughs at a savings of $79,666 per day to offset the lost funding.

How would the agency handle a 10% appropriation reduction in FY'17?

1,374,368.50 total decrease. An additional 10% appropriation reduction would require reverting back to the same type of actions of holding additional vacancies unfunded and reducing and/or eliminating budgets for overtime, training level, replacement equipment, and deferring facility maintenance projects. Certain services would have to be eliminated due to funding. These services are unavailable anywhere else. Because these actions cannot be sustained for long periods without detrimental impact on personnel and operations, reducing or eliminating services or programs would have to be made. Program cuts are going to have a detrimental impact on other law enforcement entities as well as Oklahoma citizens. We may need to utilize furloughs at a savings of $79,666 per day to offset the lost funding.

Is the agency seeking any fee increases for FY'16?		
		$ Amount
Increase 1	Title 20 OS 1313.3 AFIS Fees	$1,500,000
Increase 2	Titel 20 OS 1313.4 & Title 74 OS 150.35 FSIA Fees	$1,500,000

What are the agency's top 2-3 capital or technology (one-time) requests, if applicable?

Completion of ongoing AFIS (Automated Fingerprint Identification System) conversion, begun in FY16 Estimated to cost $3.25M and a completion date to be determined in FY17. Updates and modifications to various OSBI in-house programs all requiring ISD support.

Federal Government Impact

1.) How much federal money received by the agency is tied to a mandate by the Federal Government?   none

2.) Are any of those funds inadequate to pay for the federal mandate?   n/a

3.) What would the consequences be of ending all of the federal funded programs for your agency?

Significant. In FY16 6.8% of the OSBI's operation budget is from federal grants - $2.7M. These federal grants provide a major percentage of funding for several programs - the Internet Crimes Against Children Task Force, the Oklahoma Fusion Center, the DNA/CODIS discipline, development and implementation of several law enforcement information sharing networks, as well as a number of other programs that receive a less signifacant portion of their operation costs in federal dollars. If federal grant funding ended, it would have a dramatic negative impact and it would take major realignment of agency funding distribution to maintain these services, if the agency decided they should be continued and others reduced and/or eliminated.

4.) How will your agency be affected by federal budget cuts in the coming fiscal year?

Federal grant cuts are not expected, but are unknown at this time.

5.) Has the agency requested any additional federal earmarks or increases?

No

Division and Program Descriptions

Administration/Administrative Services:

This Activity is comprised of the Administration (Director's office, Deputy Director's office, Public Information Office, Legal Department, Training and Statistical Research Unit) and the Administrative Services Division (Division Director; Human Resources, CALEA Manager; Accounting & Budget; Procurement, Facilities & Telecommunications). This Activity is authorized 43 FTE and provides leadership, planning, direction and administrative support to the Agency.

Investigative Services:

The primary purpose of the Investigative Services Division is to provide assistance to those entities authorized by State statutes. Assistance can be any of a full range of investigative services. Most Commonly, assistance is a complete investigation conducted by OSBI agents with a comprehensive report for use in prosecution efforts.
The types of investigations conducted include, but are not limited to: homicides; rapes; assaults; white collar crime; public corruption; property crimes such as burglaries; computer crimes such as internet crimes against children; child abuse response team, auto theft and oil field theft. Services also include polygraph examinations, electronic surveillance, aerial surveillance, crime scene investigations, forensic art, judicial backgrounds, and local law enforcement training in areas of basic and advanced criminal investigations.
The Criminal Intelligence Unit maintains the Statewide Intelligence Network and provides expanded use of crime analysis to help state and local law enforcement as well as federal agencies upon request.
For divisional purposes, the state is divided into eight regions, each supervised and managed by an Agent-in-Charge. Agents are assigned by region and work out of a regional office, or as Resident Agents working out of their homes or and office provided by city, county, or state government.
This Program is authorized 113 FTE with an additional 6 exempt FTE fully funded by federal grant.

Criminalistic Services:

The Criminalities Services Division is the full-service, accredited forensic crime laboratory system for the State of Oklahoma. The program supports law enforcement statewide through forensic services that aid in the investigation and prosecution of crime. Forensic analysis of criminal case evidence is provided to municipal, county, district, state (including services to the OSBI Investigative Services Division), tribal, and federal law enforcement and prosecution agencies. Additional services include crimes scene response, expert testimony digital evidence services, technical databases and forensic training.
Organizationally, there is a comprehensive central Forensic Science Center located in Edmond and regional laboratories in Lawton, Enid, McAlester, and Tahlequah. The authorized number of FTE is 100 plus six federal grant-funded exempt positions.

Information Services:

This Program consists of nine units designed to provide internal support to the OSBI, assist local law enforcement and provides services to the citizens of Oklahoma. The authorized FTE is 68 and four federal grant funded positions exempt from the FTE limits. The

eight units are:
1) Criminal History Reporting Unit (CHRU): Provides dissemination of criminal history information to non-criminal justice agencies and to the general public.
2) Self Defense Act Unit (SDA): Issues new and renewal licenses to citizens wishing to carry handguns, and maintains all licensing records.
3) Crime Data Collection and Analysis Unit (CDCAU): Collects and enters all information related to the filing of criminal charges by Oklahoma's District Attorneys. The collection of this data and the disposition data related to the charges provides comprehensive data for the courts, prosecutors and the public.
4) Field Services Unit (FSU): Collects crime statistics from Oklahoma law enforcement agencies and assimilates them into the Crime in Oklahoma Annual Report. This report provides law enforcement administrators and other interested parties the data necessary to make informed decisions about the problem of crime in this state. The data is also sent to the FBI for inclusion with national crime statistics. This unit also provides training to all law enforcement agencies on record keeping and the proper method of reporting crime statistics. This unit also conducts audits to ensure the integrity of the data collected and submitted.
5) Criminal History Management Unit (CHMU): Captures data from submitted fingerprint cards and dispositions to build the Master Name Index, Arrest Segment, Custodial Segment and Judicial segment of the criminal history record for the State Repository. This unit produces and disseminates criminal history rap sheets used by criminal justice agencies nationwide.
6) Identification Unit (IU): Processes submitted fingerprint cards to capture the fingerprint images and minutia records to facilitate the comparison and positive identification of individuals through fingerprint utilizing the Automated Fingerprint Identification System (AFIS) and manual fingerprint processing. This unit also captures fingerprints of individuals who have experienced difficulty in obtaining legible from local law enforcement agencies.
7) Biometric Field Services Unit (BFSU): This unit is dedicated to providing initial and follow-up training to jail sites using OSBI and other law enforcement agency owned Livescan Booking devices. The team of Field Services Representatives travel around the state and provide training on the Livescan devices as well as the manual fingerprint process. The Livescan devices capture data on the subject, charges to be filed, electronic images of fingerprints, palm prints and digital images including mugshots, scars, marks and tattoos. Additionally, personnel audit the booking facilities to assure the proper submission of booking information has been completed.
8) Oklahoma Violent Death Reporting System (OVDRS): This Unit collects data related to homicides, legal interventions, suicides, and unintentional firearms deaths. The unit works with the State Health Department, State Medical Examiner and local law enforcement agencies to collect data that is forwarded to the national reporting system. The goal is to identify trends in the deaths so that local agencies can implement prevention programs.

FY'17 Budgeted FTE					
	Supervisors	Classified	Unclassified	$0 - $35 K	$35 K - $70 K	$70 K - $$$
Administration	12.00	30.58	19.15	7.40	33.33	9.00
Investigations	19.00	91.33	8.83	0.42	84.74	15.00
Criminalities	20.00	86.00	7.00	4.50	72.50	16.00
Information Services	12.00	54.17	8.00	37.25	21.92	3.00
Division Name						
Total	63.00	262.08	42.98	49.57	212.49	43.00

FTE History					
	2016 Budgeted	2015	2012	2009	2005
Administration	50	41	37.2	38	38
Investigations	100	116	115.8	118	102
Criminalities	93	95	80.7	87	88
Information Services	62	67	67.1	62	66
Information Technology Services	0		18.5	13	14
Total	305	319	319	318	308

Performance Measure Review						
Division	Measurement	FY'15	FY'14	FY'13	FY'12	FY'11
Administration	Accounts Receivable	3.0%	3.0%	0.5%	0.1%	0.1%
Administration	Travel Reimbursements	98.0%	98.0%	98.0%	100.0%	100.0%
Administration	Account Payable Claims	98.0%	98.0%	100.0%	100.0%	100.0%
Administration	IPR Processing	1819	1800	1746	1601	1800
Administration	Contract and Lease Renewals	98%	98%	98%	99%	98%

Administration	Training Hours	11748	22859	10622	6235	6590
Administration	Personnel Transactions	702	585	493	245	270
Administration	Position Allocations	100%	100%	100%	100%	100%
Investigative	Investigations Opened within Timeframes	100%	100%	100%	100%	100%
Investigative	Non Violent Crime opened in 10 Days	100%	100%	100%	100%	100%
Investigative	Opened Background Investigations	100%	100%	100%	100%	100%
Investigative	% Polygraphs completed in 30 Days	100%	100%	100%	100%	100%
Investigative	Investigative Service Requests	1524	1379	1571	1483	903
Investigative	Investigative Service Requests Opened	1523	1373	1527	1571	8.59
Investigative	Cases opened on schedule	1525	1500	1483	1483	8.59
Investigative	Investigators receiving all mandated training	1	1	1	1	1
Criminalities	Number of Corrective Actions in Reporting	3	2	5	2	0
Criminalities	Casework average days open	5	5	2	4	6
Criminalities	Score on Witness Critique Forms	2.96	2.94	2.95	2.95	2.92
Criminalities	# labs under probation or suspension of accreditin	0.0	0.0	0.0	0.0	0.0
Criminalities	Proficiency Tests	98%	100%	97%	99%	97%
Information Srvs	% Criminal History Information sent electronicall	93%	92%	91%	89%	88%
Information Srvs	Track % rejected Electronic Fingerprints	1.5%	1.5%	1.5%	1.7%	8.0%
Information Srvs	Quantity of Criminal Justice community trained	725	700	677	725	872
Information Srvs	Personnel Trained in Justice Information Collectic	1050	1000	976	1068	1332
Information Srvs	NIBRS/SIBRS Classes taught	65	60	58	63	54
Information Srvs	Quantity Summary Based Classes	1	1	1	3	4
Information Srvs	Track Quantity of UCR Reports transitioning to I	3000	3500	4670	14550	19000
Information Srvs	Agencies Submitting to SIBRS	360	333	303	263	203
Information Srvs	% CHR Received Electronically	24	22.5	21.7	18.5	13.5

Revolving Funds (200 Series Funds)			
	FY'13-15 Avg. Revenues	FY'13-15 Avg. Expenditures	June '15 Balance
Revolving Fund 200 Brief Description	17,598,804.36	18,313,763.99	3,144,636.03
Revolving Fund 210 Brief Description	2,869,288.28	2,578,372.97	2,771,275.88
Revolving Fund 220 Brief Description	3,052,917.04	3,093,948.56	212,354.58