

# VIRGINIA STATE POLICE

**CRIMINAL JUSTICE  
INFORMATION SERVICES  
(CJIS) DIVISION  
NEWSLETTER**

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## MISSING CHILDREN'S DAY POSTER

A big shoutout to Oluchi Gabriel, a fantastic 5<sup>th</sup> grader at Tussing Elementary School in Colonial Heights! Virginia State Police extends a big congratulations for your win of the 'Missing Children's Day Poster' Contest. Keep up the amazing work!



Pictured from left to right: Braden Johnson, Sgt. Brooks, Trooper Matt McCrory, FSgt. DeBois, Oluchi Gabriel and Elena Porter."



## LEGISLATIVE CHANGES

The 2025 legislative session brought about several impactful changes. More information on those changes is organized below by CJIS Section.

### Notable bills:

- HB 2723/SB 1466. Criminal records; expungement and sealing of records.
- HB2724. Automatic license plate recognition systems; use, reports, penalty.

### Biometric Records Section (BRS)

- Livescan/Mugshots

### Central Criminal Records Exchange (CCRE)

- Search, Photos, and Bookings (CCRE-SPB)
- Research and Resolution (CCRE-RR)

### Civil & Applicant Records Exchange (CARE)

### Data Analysis & Reporting Team (DART)

### Firearms & Sex Offender Investigative Unit (FSOIU)

### Firearms Transaction Center (FTC)

### Sex Offender and Crimes Against Minors Registry (SOR)

### Grants & Legislative Analysis (GLA)

### Project Management Office (PMO)

### Virginia Criminal Information Network (VCIN)

- Missing Persons
- Missing Children

# BRS - LIVESCAN

## NEW LIVESCAN SUPPLIER – TECH5 USA, INC.

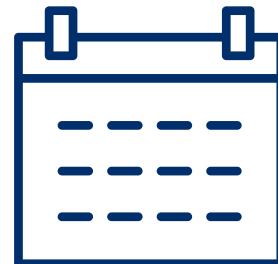
On October 16, 2024, the Virginia State Police signed a contract with TECH5 USA, Inc. to purchase a LiveScan computer application with a new state-of-the-art LiveScan solution. The new solution will be phased in beginning with civil types of transactions in Summer 2025.



The first phase of the new TECH5 solution will enhance public safety by streamlining job applicant background checks, enrollment in the RAP Back program, as well as making the equipment easier to maintain and support.

### TECH5 Upcoming Dates:

- June 27-July 11, 2025: User Acceptance Testing
- July 22-23, 2025: BFO Train-the-Trainer



If you have any questions, or would like to get more information please contact Livescan at [LiveScan@vsp.virginia.gov](mailto:LiveScan@vsp.virginia.gov)

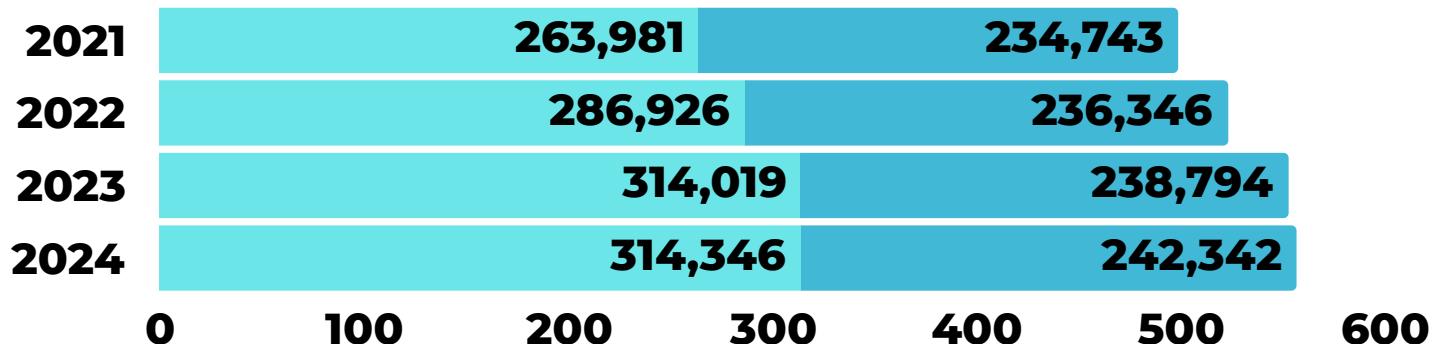
# CARE

## PARTNERS IN BUILDING SAFE COMMUNITIES

As part of this commitment to public safety, the CARE section will be adding The Virginia Rap Back Service (VRBS) as part of its resources. In July of 2025, the Virginia Department of State Police (VSP) implemented new functionality to its Consolidated Applicant Tracking System (CATS) that includes the Federal Bureau of Investigation (FBI) Next Generation Identification (NGI) Rap Back services for both criminal justice and non-criminal justice entities. The non-criminal justice Rap Back capability allows authorized subscribers to enroll employees as a part of the fingerprinting process required for pre-employment (or periodic post-employment) background check screening.

Once a subscribing entity has enrolled someone in Rap Back, the entity will be notified every time a person's record is changed as a result of any notification event (e.g., criminal fingerprint submission [arrest], court case disposition, warrant entry, sex offender registry entry, etc.) that is applied to the enrollee's criminal history record. The VRBS supports the protection of vulnerable populations served by coaches, teachers, law enforcement officers, and government employees.

In 2024, CARE processed 242,342 name-based background checks and 314,346 fingerprint-based background checks for a total of 556,688. The CARE Section continues its commitment to the safety of children, the elderly, people with disabilities, and other vulnerable populations by making sure employers receive criminal backgrounds in a timely manner.



## CCRE

### COURT ORDERED NAME CHANGES

The Central Criminal Records Exchange (CCRE) receives court ordered name changes from the circuit courts. The granted court order is checked against the Computerized Criminal History (CCH) database for a Virginia State Identification (SID) number. If the individual that has been granted a legal name change has a criminal history record (CHR), the new legal name is applied to the Virginia and FBI records. This has proven beneficial with attempted firearm purchases, name search background checks, and restoration of rights.

Beginning in March 2024, the CCRE initiated applying those court ordered name changes to the Mental Health System (MHS). If there is an active civil commitment order on file, the new legal name is added as an alias to those civil commitment orders. At that time, the FBIs NICS database is then queried and updated to ensure if the individual attempts to purchase anywhere nationwide, that the person would be disqualified. This has proven beneficial in a handful of attempted purchases within Virginia already.

<b>Court Ordered Name Changes</b>	<b>March 2024 - December 2024</b>	<b>January 2025 - May 2025</b>
Applied to CCH	561	513
Applied to MHS	294	85

## DART

### LICENSE PLATE RECOGNITION DATA COLLECTION

During the most recent General Assembly session, HB2724 passed which enacted § 2.2-5517 regarding the use of automatic license plate recognition (LPR) systems. The statute requires that agencies that use LPR systems report to VSP by April 1 of each year on their use of the system during the previous calendar year. To meet reporting requirements, § 52-30.2 of the Community Policing Act (CPA) was updated. Effective January 1, 2026, data collected on motor vehicle stops must include whether a notification from an LPR system was received for the motor vehicle prior to the stop, and if so, the specific reason for the notification as set forth in subsection D of § 2.2-5517.

The Data Analysis & Reporting Team (DART) Section is currently working to update both the CPA Data Collection Instructions and Technical Specifications and the Incident-Based Reporting (IBR) data collection to include the new reporting requirements. This coincides with changes required by the FBI Crime and Law Enforcement Statistics (CLES) NIBRS Technical Specification.

As soon as updates are finalized, DART will post to the [VSP CJIS DART webpage](#). Please note that all agencies must be compliant with the updated technical specifications beginning January 1, 2026, regardless of whether they use LPR equipment.

To ensure all agencies receive pertinent information concerning LPR, please submit a point of contact via the following form: [License Plate Recognition \(LPR\) Contact Form](#)

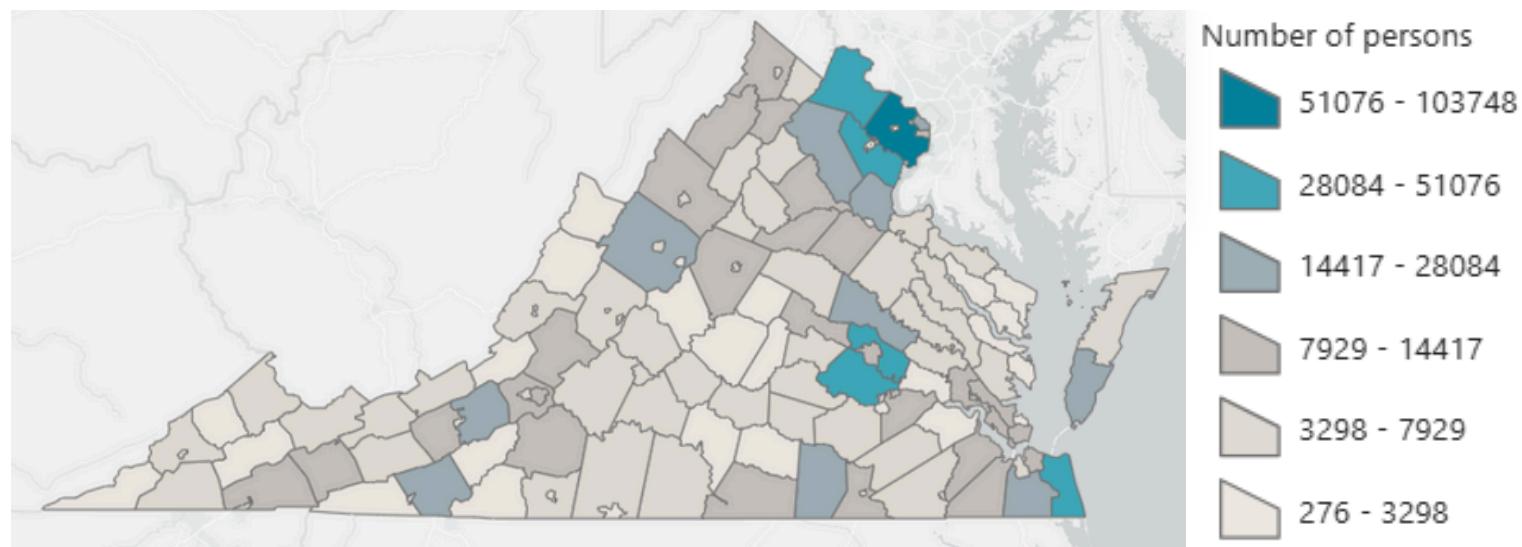


## COMMUNITY POLICING ACT

Effective July 2024, DART transitioned all Community Policing Act (CPA) stop data to the Virginia Crime Insight repository (<https://va.beyond2020.com/>). With the creation of the CPA repository, agency stop submissions and quality control issues are more easily tracked.

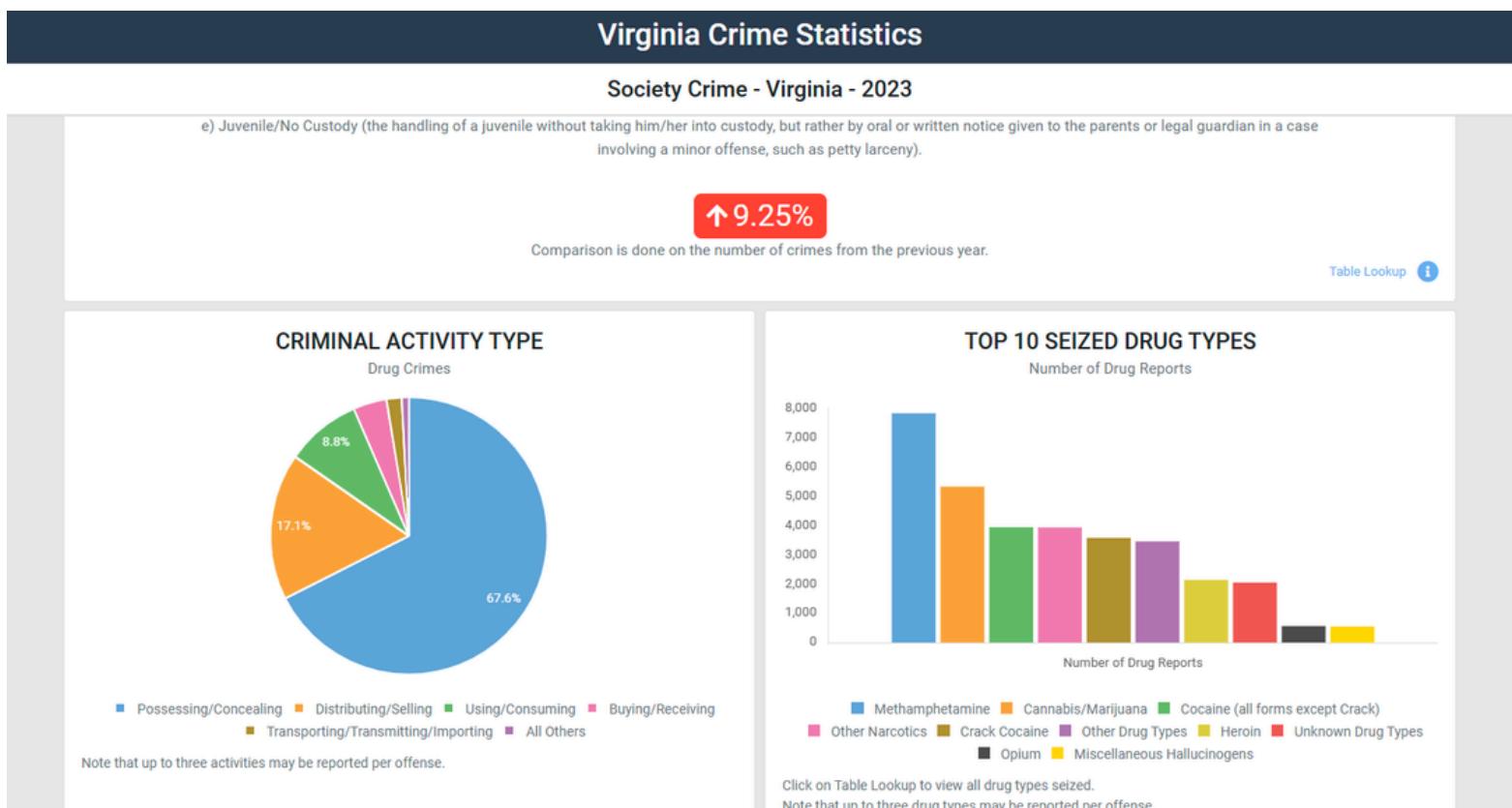
In 2024, agencies stopped 1,185,299 people. The associated map depicts the number of people stopped in each jurisdiction during 2024.

### Persons Stopped by Jurisdiction 2024



## INCIDENT BASED REPORTING (IBR) - TOPS

DART has collaborated with our Crime Repository vendor, Beyond 20/20, to establish a new dashboard for Incident-Based Reporting (IBR) crime data. The dashboard, "Theme-Oriented Public Site" colloquially titled 'TOPS', provides visualizations of IBR data by both agency and jurisdiction. All data is dynamic and will change based on submissions from each agency. This data is accessible by the public.



Click [HERE](#) to access the Virginia Crime dashboard.

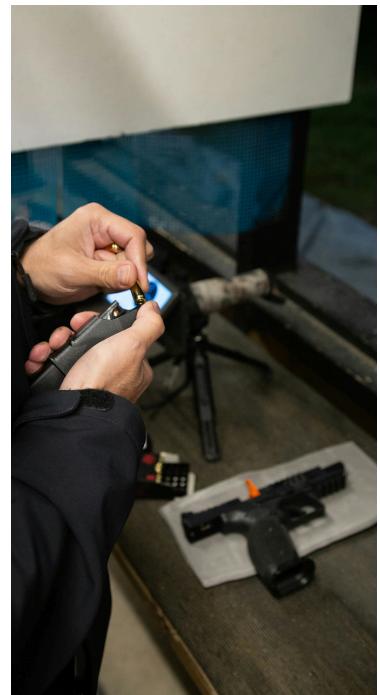
Currently, the dashboard shows data from 2009 – 2023. Data for calendar year 2024 will not be published until the release of Crime in Virginia 2024.

## FIREARMS SELLERS

At any given time, VSP FTC has over 2,200 Sellers who are authorized to transfer firearms to the general public. This includes 800 Exempt and 1500 Non-Exempt Sellers.

To be authorized by the Firearms Transaction Center to obtain a Seller ID number, Sellers are required to: (i) comply with the requirements pursuant to Virginia Code §18.2-308.2:3, (ii) undergo a rigorous initial background check, and (iii) subscribe to the Rap Back program.

We are currently enhancing VCheck to reduce the amount of time it takes to receive a notification that a potential disqualifier exists. This will be accomplished by automatically reviewing Sellers in the Protection Order, Wanted Persons, and Mental Health Hot files. If a disqualifier is found, the system will flag the Seller and advise our staff to immediately review the application. This enhancement will be a system-initiated review of the criminal history to ensure no new criminal charges are found.



## SOR

### SEX OFFENDER AND CRIMES AGAINST MINORS REGISTRY

The 2025 Virginia General Assembly reenacted re-registration for Tier I and II registrants.

This change requires the following:

- Registrants without a failure to register or providing false information conviction to re-register annually.
- Registrants with a failure to register or providing false information conviction to re-register twice a year.

In preparation for this change, the Registry mailed out 4,560 letters informing Tier I and II registrants of the change as well as providing an informational flyer and an updated pamphlet. The registration forms and website will also be updated to reflect the change on July 1, 2025.

## REGISTRATION CHANGES

The Firearms and Sex Offender Investigative Unit works closely with the Sex Offender Registry and Firearms Transaction Center to ensure compliance with registry and firearms laws.

Effective July 1, 2025, the re-registration process for Tier I and II sex offenders will align with that of Tier III offenders. Specifically, Tier I and II offenders will receive a mailed letter based on their birth month and last name, which must be returned by a specified due date.

Members of the FSOIU have been diligently updating sex offenders supervised by the Virginia State Police and Probation and Parole to ensure they are informed of these changes.

## CRIMINAL HISTORY RECORD SEALING IN VIRGINIA

The 2025 General Assembly passed HB2723 and SB1466 and Governor Youngkin signed the bills into the law on April 2, 2025. These bills made several technical amendments to the original sealing record legislation that was passed in 2021 and further pushed the enactment date to July 1, 2026. As part of these new laws, there are several types of criminal record sealing that will occur, including automatic sealing, sealing by petition, and sealing without a court order in some cases.

Automatic sealing is where the Virginia State Police, as the criminal history record repository, builds a list of offenses eligible for sealing and passes the list to the Office of the Executive Secretary for a seal order to be signed by a judge. Sealing by petition begins in the court where an individual can petition the court to have certain criminal history records sealed. Sealing without a court order is mandated in some instances, particularly with misdemeanor marijuana offenses and traffic offenses that are on the criminal history record.

SEALING	EXPUNGEMENT
Restriction of dissemination pursuant to Code of Virginia	Complete deletion of the record
Does not restore individual's civil rights or right to purchase/possess a firearm	Requestor must file a petition
Does not eliminate duty to pay court fines, court costs, or restitution	Generally available for individuals who were acquitted, had charges dismissed (including nolle prosequi), received an absolute pardon, or were identified in error.

Additional information is available at the following links:

- [Chapter 23.1. Expungement of Criminal Records](#)
- [Chapter 23.2. Sealing of Criminal History Record Information and Court Records](#)

## PMO

### OKTA

Okta provides user authentication services to protect automated systems. Okta is a VITA service and is used every day by VSP personnel to access sensitive systems.



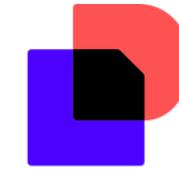
As part of the Criminal and RapBack Information System (CRIS) project, Okta is being extended to external customers such as the public, private organizations, local law enforcement and many other types of external customers. For CRIS, when a customer logs in, they will initially go to a CRIS ePortal where they can view their documents and other work that is in progress or completed.

VSP is only the second agency in state government to use this new VITA Okta service. The first agency was the Department of Education (DOE) to provide schoolteachers with access to DOE systems.

To learn more about Okta please go to <https://www.okta.com/> or contact Chetan Dhamane ([chetan.dhamane@vsp.virginia.gov](mailto:chetan.dhamane@vsp.virginia.gov)).

## DOCUSIGN

DocuSign allows forms processing to be automated and is used by state government agencies to make the receipt of customer data more efficient. At VSP, customers may access DocuSign forms through a public website hyperlink, secured website hyperlink or email hyperlink.



**docusign**

For the CRIS Project, VSP is using the following DocuSign features:

- Collection of fees: The DocuSign workflow interfaces with VSP accounts receivable for payment processing. VSP's DocuSign is configured to collect one-time (non-account holder) fees only.
- Electronic notarizations: DocuSign has online notaries available when a form, by law or policy, requires notarization.
- Electronic submission of DocuSign forms and data to CRIS.

DocuSign workflows are, at a minimum, tied to an email address. Depending on the sensitivity of the data, other user verification methods may be used. The electronic notarization feature described above is one example and DocuSign offers additional identity verification features as part of their Identity product line.

To learn more about DocuSign please go to <https://www.docusign.com/> or contact Raja Avinash ([raja.avinash@vsp.virginia.gov](mailto:raja.avinash@vsp.virginia.gov)).

An example of DocuSign form is available on the next page.

SP-167 Rev. 05/2025

Virginia Department of State Police  
Civil & Applicant Records Exchange (CARE)  
[www.docusign.com](http://www.docusign.com)**VIRGINIA CRIMINAL HISTORY RECORD/SEX OFFENDER & CRIMES AGAINST MINORS REGISTRY SEARCH FORM**

CRIMINAL HISTORY &amp; SEX OFFENDER AND CRIMES AGAINST MINORS NAME SEARCH

REQUEST TYPE: CRIMINAL HISTORY & SEX OFFENDER AND CRIMES AGAINST MINORS NAME SEARCHPURPOSE OF THIS REQUEST: ADULT CARE

OTHER (Please Specify): \_\_\_\_\_ COUNTRY OF ADOPTION: \_\_\_\_\_

**INDIVIDUAL TO BE SEARCHED**

LAST NAME: <u>TEST</u>	SEX: <u>MALE</u>	SUFFIX: <u>The Second</u>
FIRST NAME: <u>TEST</u>	RACE: <u>ASIAN</u>	
MIDDLE NAME: <u>TEST</u>	DATE OF BIRTH: <u>05/01/2004</u>	
MAIDEN NAME: <u>TEST</u>	SOCIAL SECURITY NUMBER: <u>456789456</u>	

**Section 1: AFFIDAVIT FOR RELEASE OF INFORMATION: (Individual listed above must sign this section and have their signature notarized)**

I hereby give consent and authorize the Virginia State Police to search the files of the Central Criminal Records Exchange for a criminal history record and report the results of such search to the agent or individual authorized in this document to receive same.

Signature of Individual Being Searched: \_\_\_\_\_

Stamp of Notary Public	Signature of Notary Public	My commission expires: _____	My registration # is: _____
State of _____	County/City of _____	; to wit: Subscribed and sworn to before me on: _____ (MM/DD/YYYY)	

**VIRGINIA CRIMINAL RECORD SEARCH**

Response based on comparison of name information submitted in request against the Virginia master name index maintained in the Central Criminal Records Exchange only. \*VSP is prohibited from disseminating juvenile record information except as provided in § 19.2-389.1 of the Code of Virginia\*

Social Security Number and maiden name disclosure is voluntary but expedites processing by distinguishing between similar records. Without these identifiers, this request may be returned unprocessed, requiring fingerprint submission. These identifiers will be used solely for record identification.

**NAME AND ADDRESS OF AGENCY, INDIVIDUAL OR AUTHORIZED AGENT MAKING THIS REQUEST**

NAME: <u>TEST</u>	ATTENTION: <u>CTO</u>	
ADDRESS: <u>TEST</u>	EMAIL: <u>TEST@gmail.com</u>	
<u>TEST</u>	PHONE NUMBER: <u>4567894560</u>	
CITY: <u>TEST</u>	STATE: <u>FLORIDA</u> ZIP CODE: <u>23059</u>	COUNTRY: <u>United States of America</u>

**Section 2: SIGNATURE OF AGENCY REPRESENTATIVE OR OTHER INDIVIDUAL MAKING REQUEST: (Agency or Other Individual must sign this section and have their signatures notarized)**

As provided in Section § 19.2-389, of the Code of Virginia, I hereby request the criminal history record of the individual named above and swear or affirm I have the consent of the individual to obtain their record and will not further disseminate the information received, except as provided by law.

Signature of Agency/Other Individual Making Request: \_\_\_\_\_

Stamp of Notary Public	Signature of Notary Public	My commission expires: _____	My registration # is: _____
State of _____	County/City of _____	; to wit: Subscribed and sworn to before me on: _____ (MM/DD/YYYY)	

Is this a request for Volunteers with a Non-profit Organization? NOFee Amount \$20.00 USDDo you possess legal Power of Attorney authorizing you to submit this request on behalf of the subject individual? NO

Signed by:  
Venkata Chada 5/29/2025  
300E82C121A8E4...

## CJIS SECURITY POLICY

With the implementation of the FBI's CJIS Security Policy Version 6.0 in January 2025, criminal justice agencies nationwide have faced a new set of cybersecurity requirements designed to protect sensitive Criminal Justice Information (CJI).

The updated policy introduces critical changes, including:

- stronger multi-factor authentication protocols,
- enhanced encryption standards
- continuous monitoring
- new controls addressing supply chain risks
- secure system acquisition.

These measures aim to safeguard CJI from evolving cyber threats while aligning with established federal cybersecurity frameworks.

The Virginia State Police (VSP) has proactively integrated these changes into the operation of the Virginia Criminal Information Network (VCIN), the state's primary communication and data-sharing platform for criminal justice agencies. VCIN maintains compliance by enforcing stringent access controls, including dedicated telecommunications lines for transmitting criminal history data, in accordance with Virginia Administrative Code regulations. This ensures that CJI is accessed and transmitted securely, limiting data exposure to authorized personnel only.

To further reinforce security, VSP requires all VCIN users to complete comprehensive training and certification through its Criminal Justice Information Services Division. This ensures that personnel handling CJI understand the new CJIS mandates, including updated authentication requirements and incident response protocols. The VSP also actively manages system upgrades, such as the VCIN Hotfiles Improvement Project, to modernize infrastructure and maintain alignment with federal standards, guaranteeing reliable and secure communication channels for Virginia's criminal justice community.



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Criminal Justice Information Services Division  
Post Office Box 27472  
Richmond, Virginia 23261-7472

Captain Julia Gunderson, Division Commander	804-674-2023
Lt. Allen Cooke, Assistant Division Commander	804-674-2569
Lt. Robert Blackwell, Assistant Division Commander	804-674-2643
Lt. Dominic Sottile, Assistant Division Commander	804-674-6719
F/Sgt. Michael Debois, VCIN	804-674-2630
F/Sgt. Courtney Young, FSOIU	804-997-3479
Ms. Dana T. Adams, CARE	804-674-4616
Mr. Kenneth Allen, PMO	804-674-4628
Ms. Catherine Day, GLA	804-997-3714
Mr. George Garcia, FTC	804-674-2292
Ms. Nicole Jernigan, BRS	804-674-6746
Ms. Ada Massie, CCRE-RR	804-674-6724
Ms. Amanda Rader, SOR	804-674-6750
Ms. Melanie Scott, CCRE-SPB	804-674-6752
Ms. Keon C. Turner, DART	804-674-2143