

Good afternoon members of the board. I'm Alison Ristine, Criminal History Repository Manager of the Department of Public Safety, Records, Communications and Compliance Division. I would first like to take a moment to thank Jennifer Frischman for reaching out to me and to the members of the board for today's invitation to present. I greatly appreciate the opportunity to provide a status of our Civil Applicant Program process.

The Records, Communications and Compliance Division houses the Central Repository for Nevada Records of Criminal History, which maintains statewide records of Nevada arrests and dispositions and is also responsible for processing fingerprint based background checks for over 100 licensing, employment and volunteer purposes under legislative and federal authority.

To better understand the big picture and where my division's fingerprint processing comes into play, I would like to provide a summary overview of that process.

1. Fingerprints are submitted either electronically or manually (the manual process takes longer than electronic)
2. At the time the fingerprints are received staff begins processing them (up to 3 different program areas within the division are involved in processing all civil fingerprints)
3. Once the fingerprints have processed, staff then combine the state criminal history record with the FBI criminal history record, stuff it in the envelope, and place it in the State Mail Room outgoing bucket (there is no automation in this process...FBI responses print to a printer 24X7 and state responses are running manually by staff)

4. The State Mail Room picks up the envelopes for processing

5. Depending on how the envelopes are delivered, depends on the amount of time it takes for it to be delivered to the recipient agency external to DPS

6. The recipient agency receives it and processes it from there

Historically, responses were completed within a 2-3 week timeframe. Current response time is approximately 8 weeks. We have no way to estimate recovery from the pandemic to allow us to get back to and maintain pre-pandemic turn-around times. We are diligently addressing the current workload in an attempt to process everything received to-date within the next 3-4 weeks.

However, that doesn't mean we will be able to maintain that turn-around time as it is dependent on how many fingerprints that we receive from our over 2,000 account holders for which we receive approx. 1,000 civil fingerprint submissions per day and over 20k per month. For example, there may be an influx on

school related fingerprints due to the schools working toward opening or expanding their capacity after opening. Additionally, as an example, the Carry Concealed Weapon (CCW) permit fingerprint workload will more than likely continue to stay elevated. We have no way of projecting if/when the respective workloads will even out to historically normal levels.

The division processes on a first in first out basis and we have also implemented a mitigation plan that is proving to be productive and we are hopeful that current response times will resume in the next few weeks. In an effort to best serve our civil account holders, the department is requesting any status checks be submitted by the employment or licensing agency after 60 days of the original submission date.

Additionally, we were also asking that the applicants defer any questions that they may have regarding the status of their background check to their respective employment or licensing agency.

The RCCD is currently in the throes of our system modernization effort. Continued funding and support for this important undertaking is crucial to automate this manual process. Once we implement our new systems, the fingerprint processing will be mostly automated, dramatically reducing the turn-around time from weeks to days. That projected implementation date is October of 2023.

The Civil Applicant Program staff is making every effort to complete the requests in a timely manner, while continuing the priority of conducting thorough and comprehensive background checks for the safety of all Nevadans. Your patience and support

in these efforts is appreciated. Thank you for your time today. If the board has any questions, I would be happy to answer them at this time.