



**State of Minnesota**  
**Department of Public Safety**  
**Bureau of Criminal Apprehension**

**Criminal Justice Reporting System Service Description  
(CJRS)**

Prepared By:  
Bureau of Criminal Apprehension  
Minnesota Justice Information Service  
1430 Maryland Avenue East  
St. Paul, Minnesota 55106

<b>SERVICE SUMMARY</b>	
<b>Service Name</b>	Criminal Justice Reporting System
<b>Service Visibility</b>	<input type="checkbox"/> Public <input checked="" type="checkbox"/> Restricted
<b>Service Description</b>	The Criminal Justice Reporting System (CJRS) collects crime statistics from Minnesota law enforcement agencies as required by state statute and forwards crime data to the FBI for national publication. The statistics are also used to compile the State's yearly crime publication, the <i>Uniform Crime Report</i> .
<b>Accessibility</b>	CJRS provides law enforcement agencies with an avenue to send crime statistics to the BCA for compilation.
<b>Service Inputs</b>	Not applicable
<b>Service Outputs</b>	Not applicable
<b>Status</b>	<input type="checkbox"/> Concept <input type="checkbox"/> Planned <input checked="" type="checkbox"/> Available



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## Communications Network Requirements

Before any access to data available through the Minnesota Bureau of Criminal Apprehension (BCA) can be provided, a user needs to establish a secure connection. The Criminal Justice Data Communications Network (CJDN) is used to send and receive data accessed through the BCA. User and BCA compliance with technical requirements makes the CJDN secure. The CJDN connects authorized users to a variety of databases and tools as described below and in other service descriptions.

A criminal justice agency is defined as a state or local agency charged with the detection, enforcement, prosecution, adjudication or incarceration of criminal or traffic laws of the State of Minnesota. (See Minn. Stat. section 299C.46, subd. 2.) Criminal justice agencies must use the CJDN “. . . in connection with the performance of duties required by law.” (See Minn. Stat. section 299.46, subd. 3(a)(1))

A noncriminal justice agency is defined as a state or local agency charged with performing checks of state databases accessed through the CJDN. The law must require that the checks be done prior to granting licenses or providing benefits. (See Minn. Stat. section 299C.46, subd. 2a.)

Other authorized users are:

- agencies investigating federal security clearances of federal employees with duties related to national security
- agencies who need access to provide for protection of the public or property in an emergency or disaster situation
- the public authority responsible for child support enforcement in connection with the performance of those duties
- the public defender, as provided in section 611.272 (limits the systems accessible)
- a county attorney or the attorney general to determine whether a petition should be filed to civilly commit an individual as a sexual psychopathic personality or a sexually dangerous person.

There is a charge to install the connections to the network as well as monthly access and maintenance charges. A device like a key fob can be used as an alternate means of connecting to the CJDN. There are charges for the fob as well. (See Minnesota Statutes, sections 299C.46 and 299C.48.)

State and local agencies with existing CJDN connections will continue to pay the same charges as they currently do. The BCA will work with new customers to determine how the connection to the CJDN can be made and what the costs for that access will be.



## **Service Overview**

The Criminal Justice Reporting System (CJRS) collects crime statistics from Minnesota law enforcement agencies as required by state statute and forwards crime data to the FBI for national publication. The statistics are also used to compile the State's yearly crime publication, the *Uniform Crime Report*.

## **Service Consumers and Access Rights**

CJRS provides law enforcement agencies with an avenue to send crime statistics to the BCA for compilation. There are two methods to send statistics: direct entry into the Law Enforcement Message Switch (LEMS otherwise known as PsPortals) or through a data pass by the agency's records management system (RMS) to CJRS.

## **Service-Related Statutes and Rules**

Minnesota State Statute 299C.06

## **Applicable Policies**

None.

## **Training and Certification Requirements**

Required Training:

No BCA training and certification requirements currently exist for this service.

Optional Training Available:

- Training will be available through the Launch Pad Summer 2010  
<https://bcanextest.x.state.mn.us/launchpad/training/training.cgi>

## **Auditing Requirements**

No BCA audit requirements currently exist for this service.