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STATE OF ILLINOIS
ILLINOIS STATE POLICE
INTERAGENCY AGREEMENT BETWEEN
THE ILLINOIS STATE POLICE
AND

Illinois Commerce Commission

The Illinois State Police (hereinafter "ISP") acting as the state central repository for Criminal History Record Information (hereinafter "CHRI") and the User, hereby agree to the following terms, provisions, and conditions:

I. Purpose:

- (1) ISP, in its capacity as the state central repository, has the authority to provide CHRI, pursuant to the applicable Illinois Compiled Statute, and be paid for its expenses. This Interagency Agreement (hereinafter "Agreement") establishes the terms of the relationship.

II. Effective Date:

- (1) This agreement will commence upon execution of the signature of the Director of the Illinois State Police and continues unless canceled by either party upon thirty (30) days written notice.

III. Services the ISP agrees to provide to User:

- (1) Fingerprint-based Criminal History Record Information authorized by law to be released.

IV. Duties of User:

User agrees to undertake and perform the following duties:

- (1) User will request applicants submit fee applicant fingerprint cards, via a livescan vendor, for processing by ISP through its files. Manual fee applicant cards (IL 493-0696) will be accepted in those instances where livescan transmissions cannot be used.
- (2) User shall submit FBI fee applicant fingerprint cards for submission to the Federal Bureau of Identification's Criminal Justice Information Services (CJIS) Division through the ISP.

- (1) ISP shall process, in a timely fashion, all ISP/FBI fee applicant cards submitted by User.
- (2) ISP agrees to forward, in a timely fashion, FBI applicant fingerprint cards to the FBI's Criminal Justice Information Services (CJIS) Division.
- (3) ISP shall, if requested, assist User in the interpretation or translation of any CHRI requiring clarification.
- (4) ISP shall conduct an annual review in order to determine the level of fees to be established to cover the cost of processing criminal record inquiries. ISP fees shall be based upon the cost of providing CHRI services, as required by law. User shall be notified of any change in ISP fees. Pursuant to notification by ISP, any new ISP fee established shall replace the ISP fee identified in Appendix A.
- (5) Fingerprint submission procedures established by the FBI are subject to change and ISP shall advise User immediately of any changes promulgated by the FBI.
- (6) ISP will notify User if fee applicant fingerprint cards are of insufficient fingerprint quality. Background checks can not be processed for fee applicant fingerprint cards containing insufficient fingerprint quality. The User may request the applicant resubmit a new completed fingerprint card for reprocessing by ISP with the appropriate fee.

VI. General Provisions

- (1) ISP agrees to notify User sixty (60) days prior to making changes in rules, procedures, and policies adopted by it and incorporated in this agreement. Changes in the rules, procedures, and policies originating with federal and state executive order, congressional or state legislative enactment, or by court decision shall be initiated as required by law.
- (2) The current fee schedule is reflected in Appendix A. This agreement may be amended by the mutual consent of both parties at anytime during its term. Amendments to this Agreement shall be in writing and signed by both parties or their authorized representatives. Modifications of the fee amounts in Appendix A will be implemented upon written notification from ISP to User.

Addendum 1

(Addendum 1 to be utilized in conjunction with ISP Interagency Agreement for the sole purpose of utilizing livescan fingerprinting services)

Purpose:

Governmental agencies or other legal entities (hereinafter "Users") have a need for livescan fingerprinting services in order to perform their licensing and employment responsibilities. Vendors may be utilized by such Users to provide livescan fingerprinting services and have the fingerprint images forwarded to the ISP for processing. ISP, in its capacity as the state central repository, has the authority to provide CHRI, pursuant to the applicable Illinois Compiled Statute, and be paid for its expenses. This Addendum establishes the terms of the relationship.

Services ISP Agrees to Provide:

ISP agrees to accept and process livescan fingerprint images submitted in the form and manner prescribed by ISP.

Duties of User:

User agrees to undertake and perform the following duties:

- (1) User agrees to capture and transmit all fingerprint images to the ISP using livescan equipment certified by the Federal Bureau of Investigation (FBI). The fingerprint images and demographic data must be submitted in the form and manner required by ISP/FBI, including the electronic transfer of fingerprint and demographic data to the ISP NATMS/AFIS system via a network connection as defined by the ISP/FBI. All fingerprint and demographic data transmitted must be encrypted at all times using FBI encryption standards.
- (2) User agrees to comply with all ISP/FBI certification standards and procedures, which includes but is not limited to certification of livescan equipment, audits of livescan transmissions to the ISP/FBI.
- (3) User agrees to take appropriate action to ensure each livescan transmission is sent to ISP successfully and passes all ISP livescan edits, conforming to the most recent ISP Electronic Fingerprint Submission Specifications (EFSS). In the event the electronic fingerprint specifications are modified, the user agrees to make any changes necessary to meet the new specifications within thirty (30) days of notification.
- (4) User agrees to cooperate and make its records available for the purpose of conducting periodic audits by ISP/FBI to ensure compliance with all laws, rules and regulations regarding the submission of fingerprints to the ISP/FBI via livescan.

Addendum I -continued-

Dissemination:

At a minimum, User shall log all dissemination of ISP/FBI CHRI received from ISP and/or the FBI. This log must include the identities of persons or agencies to whom the information is released, the name of the requestor, the authority of the requestor, the purpose of the request, the identity of the individual to whom the information relates, and the date of the dissemination. Such log shall be retained for a period of three (3) years. CHRI will only be disseminated directly to the Requestor and only to the extent permitted by law.



Signature of Agency Head

Executive Director Tim Anderson

Print or Type Name of Agency Head

Illinois Commerce Commission

Name of Agency

477 S. River Road

Address of Agency

Des Plaines

City

Illinois

State

60016

Zip

12/03/2008

Date



Criminal History Record Information Training Symposium for Non-Criminal Justice Users



ILLINOIS STATE POLICE - INFORMATION & TECHNOLOGY COMMAND - BUREAU OF IDENTIFICATION
IN CONJUNCTION WITH THE SUBURBAN LAW ENFORCEMENT ACADEMY

In an effort to educate non-criminal justice users regarding the Illinois State Police and Federal Bureau of Investigation Criminal History Record Information (CHRI) programs, the Illinois State Police Bureau of Identification in partnership with the Suburban Law Enforcement Academy (College of DuPage) and the Illinois Associate of Chiefs of Police, is conducting two Criminal History Record Information Training Symposiums. In order to protect children, the elderly, and people with disabilities, it is important that non-criminal justice CHRI users make good hiring and licensing decisions regarding potential child care providers, health care workers, local governmental, school, and retail employees, as well as general employment staff.

Training Topics :

- Role of the Bureau of Identification (BOI) (Collect, Maintain, Disseminate)
- Adam Walsh Child Protection & Safety Act
- Name-based vs. Fingerprint-based Inquiries
- Uniform Conviction Information Act and the Fee Applicant Law
- Conviction vs. Non-conviction Records
- Restricted Use of LEADS
- New Legislation
- Illinois State Responses vs. FBI Responses
- Inquiry & Response Methods
- Fingerprint Quality
- Errors (What they are and what you can do about them)
- FeeSub and Decrypt Information
- How to Interpret a Rapsheet
- Customer Support
- Fiscal Procedures
- Sex Offender Information
- Livescan Overview

Spring Training Session

The Spring training session will be held on Wednesday, April 15, 2009 in Room 2800 of the Student Resource Center at the College of DuPage located at 425 Fawell Boulevard, Glen Ellyn, Illinois 60137-6599. Registration at this event will be from 7:30 a.m. to 8:30 a.m. The Symposium is scheduled from 8:30 a.m. to 1:00 p.m. For directions and parking arrangements, please go to www.cod.edu/Maps_Loc.htm.

Fall Training Session

The Fall Symposium will be held on Tuesday, September 29, 2009 at the Knights of Columbus, 2200 South Meadowbrook Road, Springfield, Illinois. Registration at this event will be from 7:30 a.m. to 8:30 a.m. The Symposium is scheduled from 8:30 a.m. to 1:00 p.m. Parking is available adjacent to the building. For directions, please use your preferred mapping resource such as www.mapquest.com.

Registration Information

Participants are to register no later than Wednesday, April 1, 2009 for the Spring Session and Tuesday, September 15, 2009 for the Fall Session. Please complete and return the registration form below along with a check or money order for \$25.00 per participant made payable to the Suburban Law Enforcement Academy. We do not accept cash or credit cards. Seating is limited, please register early. A continental breakfast will be provided at both sessions.

Criminal History Record Information Training Symposium Registration Form

Spring Training—April 15, 2009
College of DuPage, Glen Ellyn, IL

Fall Training—September 29, 2009
Knights of Columbus, Springfield, IL

Number of Participants _____

Fee: X \$25.00

Total: _____

Agency Name _____

Address _____

E-mail Address _____

Agency Contact Name _____

Phone _____

Make checks payable to:

Suburban Law Enforcement
Academy
and mail to

JoAnn Haines
Suburban Law Enforcement
Academy
425 Fawell Blvd.
Glen Ellyn, IL 60137

630.942-2677
www.cod.edu/slea



LIVE SCAN FINGERPRINT VENDOR INFORMATION

December 8, 2008

The following companies have authorized the dissemination of their company name as livescan fingerprinting service providers. This list is being provided for information purposes only. The Illinois State Police does not endorse any particular vendor appearing on this list. Please contact the vendor directly to obtain any information regarding the products and services they provide.

A Fingerprinting US Photo
125 S. Clark Street
Chicago, IL 60603
312-782-8144
www.fingerprintingchicago.com

Accurate Biometrics
4849 N. Milwaukee
Suite 101
Chicago, IL 60630
866-361-9944
www accuratibiometrics.com

AGB Investigative Services, Inc.
2445 West 71st Street
Chicago, Illinois 60629
773-476-8310
www.agbinvestigative.com

American Heritage Protective Svcs
5100 West 127th Street
Alsip, Illinois 60803
708-388-7900
www.apservices.com

Andy Frain Services
761 Shoreline Drive
Aurora, Illinois 60504
630-820-3820
www.andvfrain.com

Anthony's Mobile Fingerprinting
10 South Riverside Plaza
Suite 1800
Chicago, Illinois 60606
312-474-6394
www.thefingerprintman.com

AP Private Detective Agency LTD
16958 Dixie Highway
Hazel Crest, Illinois 60429-2428
708-335-3500
apprivatedetective@yahoo.com

Argus Services, Inc.
123 West Madison Street
Suite 1650
Chicago, Illinois 60602
312-922-6766
rkurz@argus_services.com

Background Resources, Inc.
29 W. 140 Butterfield Road,
Suite 105
Warrenville, Illinois 60555
630-873-2270
www.backgroundresources.com

Big River Investigations
4 Quail Ridge
Pittsfield, Illinois 62363
217-228-9114
www.bigriversinvestigations.com

Browder's Maximum Security
Services, Inc.
2010 S. Wabash
2 Front
Chicago, Illinois 60616
312-225-7900
maxsec@sbcglobal.net

Bushue Human Resources
104 North Second Street
Effingham, Illinois 62401
217-342-3042
www.bushuehr.com

CLS Background Investigations
13231 West 143rd Street Suite 103
Homer Glen, Illinois 60491
815-836-0236
www.cls-en.com

De Kalb Police Department
200 South Fourth Street
De Kalb, Illinois 60115
815-748-8400
www.cityofdekalb.com

Digby's Detective and Security
Agency, Inc.
2630 South Wabash Ave.
Chicago, Illinois 60616
312-326-1100
www.digbysecurity.com

Fact Finders Group, Inc.
4747 Lincoln Mall Drive
Suite 415
Matteson, Illinois 60443
708-283-4200
www.factfindersgroup.com

Futures in Rehab Management,
Inc.
206 South Sixth Street
Springfield, Illinois 62701
217-753-1190
www.verifyinc.com

Infotrack Information Services
111 Deerlake Road
Suite 105
Deerfield, Illinois 60015
847-444-1177
www.infotrackinc.com

Integrated Biometric Technology
1650 Wabash Ave. Suite D
Springfield, Illinois 62704
800-377-2080
www.ibtfingerprint.com

Kevin W. McClain Inv., LTD
202 South Broadway
Central City, Illinois 62801
618-532-1152
www.mcclaininvestigations.com

Merchants Police
On-Line Security Systems
618 E. State Street
Rockford, Illinois 61104
815-964-9900
www.merchantspolice.com