



# Oregon

Kate Brown, Governor

## Department of State Police Forensic Services Division

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### **Legislative Report Department of Oregon State Police Forensic Services Report on Sexual Assault Kits & Sexual Assault Kit Tracking System December 21, 2020**

SB 1571 directs the Department of Oregon State Police (OSP) to submit a report describing progress made on the backlog of untested sexual assault forensic evidence kits ("SAFE kits") to the interim committee of the Legislative Assembly related to the judiciary by January 15<sup>th</sup> of each calendar year. HB-4049, passed in 2018, requires additional reporting on the deployment of an electronic system to track the progress of SAFE kits moving through the state system.

#### SAFE KIT ANALYSIS

Oregon State Police Forensic Laboratories continue to work with agencies in ensuring that we are in compliance with our obligations as directed under SB 1571. As of December 1, 2020, OSP had 279 pending sexual assault kits. The impacts of the COVID-19 pandemic were noticeable, however the laboratory was able to avoid substantial backlogs. The first two months of 2020 showed an average SAFE Kit TAT (turnaround time) of 74 days. The average TAT increased to 89 days by the end of November, 2020, but promising numbers were seen in analytical turnaround time for DNA analysis despite COVID-related efficiency losses. DNA analysis was completed on average in 11.5 days in 2019 and rose to 16.1 days in 2020.

Another notable trend was detected in the number of SAFE kits received during the months when kit submission has historically been the highest: May, June, and July. In 2020, there was a 37% drop in SAFE Kit submission from the previous three-year average, which might be attributed to COVID lockdowns or could be due to other factors.

- 2017 May-July SAFE kits received: 381
- 2018 May-July SAFE kits received: 388
- 2019 May-July SAFE kits received: 380
- 2020 May-July SAFE kits received: 243

An information graphic is attached to this report (attachment 1) which includes data from January through November 2020.

#### SAFE KIT TRACKING PROGRAM

The Sexual Assault Kit Management System Tracking program (SAMS-Track) was launched early in 2020 and deployment is nearly complete. The program allows for sexual assault survivors to track the movement and progress of their SAFE Kit through the justice system from the time of collection, through testing and disposition, and back to the law enforcement agency. Portland Police Bureau was instrumental in the development of the software and training in its use.

To facilitate ease of use, the software is accessible from a computer or through a mobile app. Sexual assault survivors can simply enter their kit number on a website to determine its status. The kit number is provided on a business card with a QR code at the time of collection (attachment 2).

Implementation and integration of SAMS-Track into policies and procedures in agencies across the state requires training. This is underway for the Oregon State Police forensic laboratories and all Oregon law enforcement agencies, hospitals, and facilities that collect SAFE Kits. In addition to webinars, helpful tools, like starter guides (attachment 3) were created to provide clear information about how to use the system. As OSP is stewarding the use and administration of the tracking program, the Department created internal messaging and training (attachment 4) for its sworn and Criminal Division members meet its obligations.

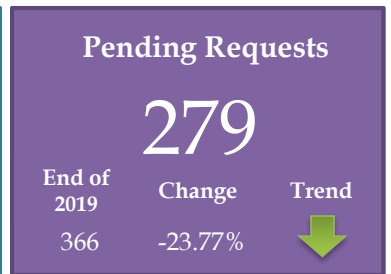
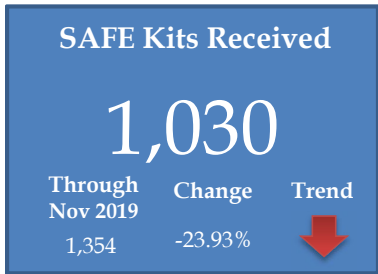
Finally, in order to comply with legislation, training will be completed for all users of SAMS-Track by December 31, 2020 and SAMS-Track will be fully deployed and in use on January 1, 2021.



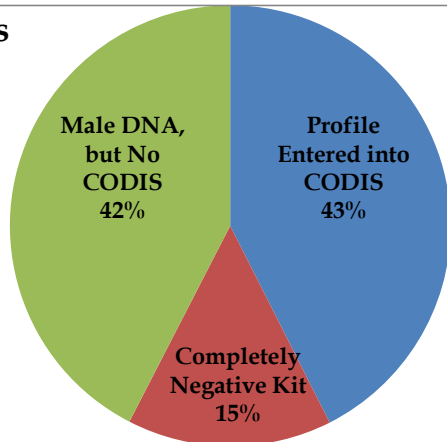
Chrystal C. Bell  
Director, Forensic Services Division  
Oregon State Police

# SAFE Kit Summary

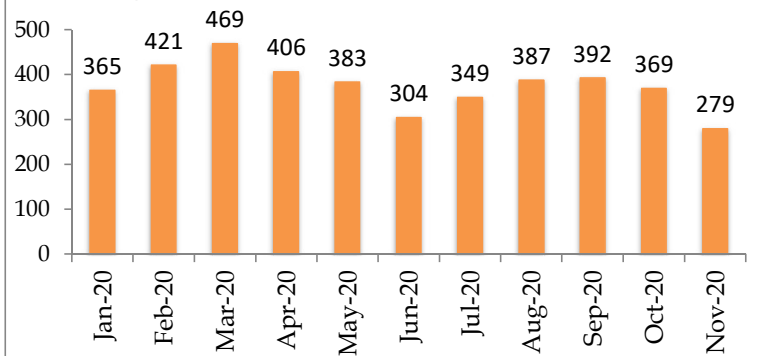
Year to Date through November 30th, 2020



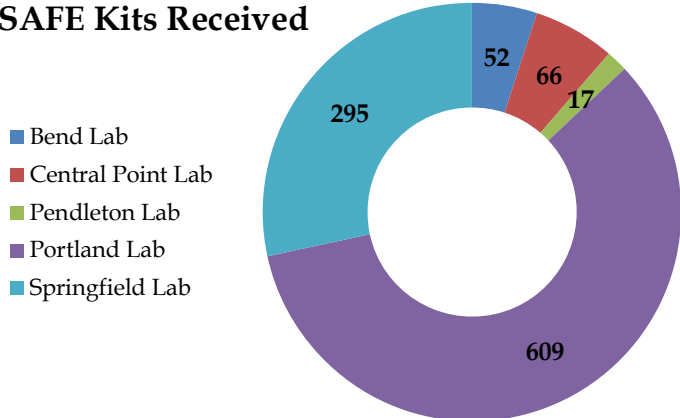
## SAFE Kit Results



## Pending SAFE Kits

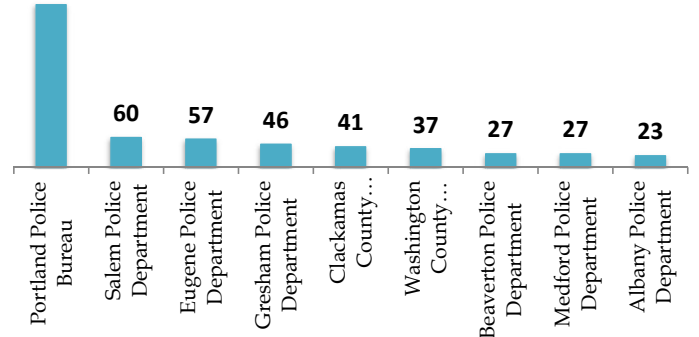


## SAFE Kits Received



## Top Requesting Agencies of 2020

(min. 20 req)



## Grant Stats

### 2020 Quick Statistics

SAFE Kit Hits Generated	652
SAFE Kit CODIS Profiles Entered	377
SAFE Kits with Male DNA Present	753
Total Pending SAFE Kit Requests	279
Biology Pending SAFE Kits	129
DNA Pending SAFE Kits	150

### Profiles Entered

	Profiles Entered	
	SAKI	DANY
Jan	0	0
Feb	0	0
Mar	0	0
Apr	0	0
May	0	0
June	0	0
July	0	0
Aug	0	0
Sept	0	0
Oct	0	0
Nov	0	0

### Hits Obtained

	Hits Obtained	
	SAKI	DANY
Jan	0	0
Feb	0	0
Mar	0	0
Apr	0	1
May	0	0
June	0	0
July	0	0
Aug	0	0
Sept	0	0
Oct	0	0
Nov	0	0

# SAMS-Track Kit Cards

A business card is provided to each sexual assault survivor with a scan code and web address to access the system. Instructions are printed in both English and Spanish for accessibility.

 <p><b>SAMS-TRACK</b> SAFE KIT Tracking System</p> <p>Kit Number: _____</p> <p>Visit - <a href="https://trackit.osp.oregon.gov/">https://trackit.osp.oregon.gov/</a></p>	<p><b>Find your Kit with the Victim Portal!</b> <b>¡Encuentra su kit con el portal de la Víctima!</b></p> <p>Step 1: Visit <a href="https://trackit.osp.oregon.gov/">https://trackit.osp.oregon.gov/</a> Visitar <a href="https://trackit.osp.oregon.gov/">https://trackit.osp.oregon.gov/</a></p> <p>Step 2: Enter your SAFE Kit Number Ingresa su número de SAFE Kit</p> <p>Step 3: See the kit's progress Ver el progreso del kit</p> <p>Scan QR code for Portal</p> 
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# SAMS-Track Quick Start Guide

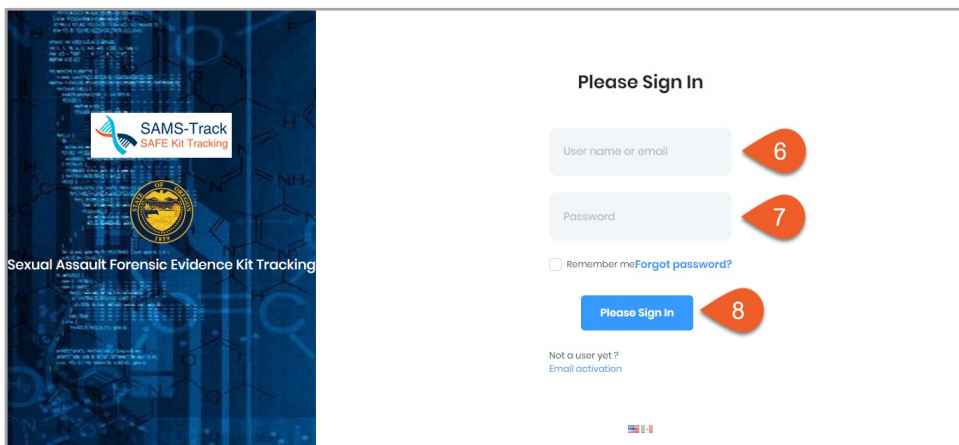
## For Forensic Scientists

Welcome to the Sexual Assault Management System, or SAMS-Track!

SAMS-Track is a web app that officials who process sexual assault kits use to track kits from collection to disposal and every point in-between. Here's how you can make the most of it:

### Activate Your Account

- 1) Email [SAMSFeedback@portlandoregon.gov](mailto:SAMSFeedback@portlandoregon.gov) with your: first and last name, email address, phone number and cell provider, personnel, badge, or certification number (if applicable), the name of your organization, and the general region where you work. We'll use this information to add you as a user to SAMS-Track. Once you're added, you'll receive an activation email.
- 2) Check your email for a message from SAMS-Track
- 3) Open the activation email.
- 4) Copy your temporary password from the email.
- 5) Click the green Verify button.
- 6) Enter your email address or user name.
- 7) Enter your temporary password.
- 8) Press Please Sign In.
- 9) Enter a new password twice to replace your temporary one.
- 10) Press Submit. Your account will be activated and you will be logged in.



The Login Page

### Log In

- 1) Go to SAMS-Track at <https://sams.osp.oregon.gov>.
- 2) Enter your user name or email address and password.
- 3) Press Please Sign In. You will be logged in.

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If you enter an incorrect password five times, your account will be locked for 15 minutes.

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### Initiate a SAFE Kit

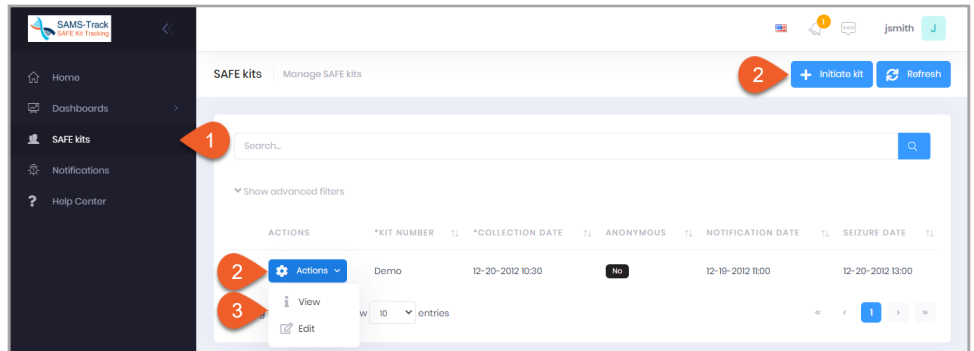
- 1) Click the SAFE Kits button on the side menu.
- 2) Press the blue Initiate a Kit button in the top-right corner of the screen.
- 3) Enter information about the kit in the following window.

Note: although the Victim Demographics fields are optional, please include this information if the survivor is willing to disclose it.

- 4) Press Save.

## View a SAFE Kit

- 1) Click the SAFE Kits button on the side menu.
- 2) Press the blue Actions button beside the kit you want to view.
- 3) Select View.
- 4) See the kit's information in the following window.
- 5) To close the window, click the Close button.



The SAFE Kits Page

## Edit a SAFE Kit

- 1) Click the SAFE Kits button on the side menu.
- 2) Press the blue Actions button beside the kit you want to edit.
- 3) Select Edit.
- 4) Enter information in these required fields: Lab Received Date, State Crime Lab Number, Lab Completion Date, DNA Entry Date, DNA Hit Date, and Return to LE. See the user manual.
- 5) Press Save.

## Notifications

- 1) Click the bell button on the banner menu. The Notifications window will open.
- 2) Preview your notifications.
- 3) To go to the full Notifications page, click See All Notifications.
- 4) To mark a notification as read, press the blue circle button.
- 5) To delete a notification, press the red X button.

## Messaging

- 1) Open the Messaging window by clicking the Text Bubble button in the banner menu.
- 2) Select a user from your Contact List to open a conversation with them.
- 3) Type a message in the text box at the bottom of the window.
- 4) Press Reply to send the message.

## Log Out

- 1) Click the User Profile button on the banner menu.
- 2) Press Logout. You will be logged out.

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If SAMS-Track is left idle, a pop up will say that you will be logged out in two minutes. Press any key to avoid this.

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## Contact Us

See your SAMS-Track User Manual for more detailed instructions. If you have questions, email us at [SAMSFeedback@portlandoregon.gov](mailto:SAMSFeedback@portlandoregon.gov).



# CRIMINAL INVESTIGATION DIVISION BRIEFING



## *Sexual Assault Management System or SAMS-Track*

**December 8, 2020**

**SAMS-Track** is an online portal where survivors of sexual assaults can track the progress and status of their Sexual Assault Forensic Evidence (SAFE) kits (PRP 308.1). This was in response to the 2018 State of Oregon House Bill 4049 (ORS 181A.328), which requires law enforcement to give survivors anonymous access to the current status and past progress of their sexual assault kit.

Upon receipt of this training all Sworn OSP and Evidence Technicians will review the attached video links to become familiar with SAMS-Track and how it works. At that point, OSP will set up SAMS-Track accounts for all sworn and nonsworn personnel in all Divisions of the Agency. You will receive an email from SAMS-Track to setup your account. On-going maintenance of names will be conducted by Criminal Investigation Division. The Oregon State Police Point of Contact for SAMS is the CID – Major Crimes Lieutenant who can be reached via the CID general phone number at 503-934-0174.

Changes to PRP 308.1 are pending approval but are noted in this briefing below (SAMS- Track Process).

### **SAMS-Track Process**

1. Victim goes to hospital for sexual assault exam. The Sexual Assault Nurse Examiner (SANE) collects a SAFE kit and enters the kit's information into SAMS-Track.
2. Law enforcement picks up the SAFE kit from the hospital and takes it to the evidence locker. Using the Sexual Assault Kit Tracking System (SAKTS) mobile app, they record the kit transfer in SAMS-Track. If the victim chooses not to report the assault, the SAFE kit will remain at the evidence locker. Otherwise, law enforcement investigates the crime and submits the kit to the crime lab for testing.
3. When the crime lab receives the kit they record the transfer in SAMS-Track and a forensic scientist reads the sexual assault exam and tests the SAFE kit. After testing is completed, the forensic scientist enters the results of the test in CODIS and SAMS-Track. Lastly, the forensic scientist returns the kit to the evidence locker.
4. When the sample is received at the evidence locker, the evidence tech records the kit transfer with the SAKTS mobile app. The kit will remain in the evidence locker for 60 years.
5. Prosecutors work on the case. Through SAMS-Track, they have access to the findings of the forensic tests and all other case information.
6. At any time during this process, victims can see their kit's progress through the Victim Portal.

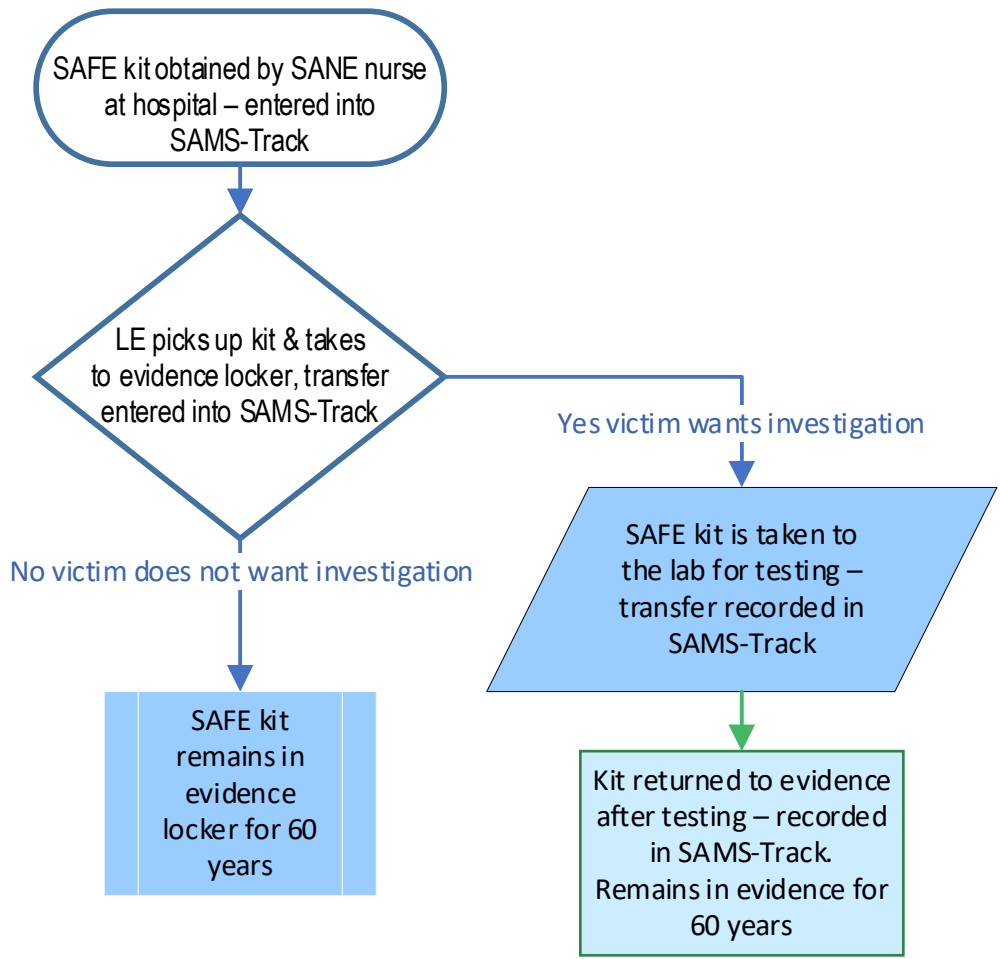
### **Video Tutorials**

Introduction to SAMS-Track: <https://www.youtube.com/watch?v=kLiGP0Uk9AQ>

SAMS-Track Tutorial for Law Enforcement: <https://www.youtube.com/watch?v=v2iYwCGUOqq>

What is the Victim Portal?: <https://www.youtube.com/watch?v=Ng3m7iG0Pr8&t=7s>

**SAMS-Track Flow Chart**



**Victim Portal:**

The SAFE kit number is provided to the victim at the time of collection. The screen shot below is the information available to the victim through <https://trackit.osp.oregon.gov/>

**SAFE Kit Tracking**

Enter SAFE KitNumber:

Activity for SAFE Kit #

SAFE Kit Tracking Events

Event
05/30/2019 - Initiated at SHRINERS HOSP
05/30/2019 - Transferred to Law Enforcement
05/30/2019 - Transferred to Forensic Lab
05/30/2019 - Returned to Law Enforcement

For more information, please contact (503) 823-4531

SAMS-Track questions? Contact [SAMSTrack@osp.oregon.gov](mailto:SAMSTrack@osp.oregon.gov) or [SAMSFeedback@portlandoregon.gov](mailto:SAMSFeedback@portlandoregon.gov)

Submitted by: **Captain Josh Brooks**  
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