

The Briefing

Official newsletter of the Texas Commission on Law Enforcement | June 2022

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SECURE SHARE
TEXAS COMMISSION ON LAW ENFORCEMENT

TCOLE released a major update to TSS on September 12, 2022, that increased the maximum file size limitation from 2 MB to 500 MB per upload.

TSS users are now able to upload files that are up to 500 MB. We ask users who upload files to keep in mind that the larger the file, the longer it will take upload to TSS. Large files will also, naturally, take longer to load for the background investigator viewing the document. You will still have the option to upload multiple smaller files.

Once your document is finished uploading, you will receive a message on the screen in blue notifying you 'File uploaded completed!' Please do not close out of the TSS tab until the upload has been completed and you receive this confirmation.

Here are a few troubleshooting tips – if your document did not upload successfully:

- For the uploader (the person fulfilling a request from a background investigator): There will be a file listed without an 'Upload Date'
- For the background investigator: There will be a file listed without an 'Upload Date' and when you try to view the file there will be an error.

TCOLE Secure Share (TSS) Application Usage Data

March 1 –September 14, 2022



3,492

USERS

TOTAL TSS USERS TO DATE



5,339

TICKETS

REQUESTS FOR BACKGROUND DOCUMENTS



82%

RESPONSE RATE

RATIO OF TICKETS TO UPLOADED RESPONSES



2.64 DAYS

RESPONSE

AVERAGE TICKET TO UPLOADED RESPONSE TIME

If you have any questions or concerns, please reach out to the Secure Share team at seureshare@tcole.texas.gov or via phone at 512-936-7700 option 3 then option 2.

TCOLE HAS PURCHASED TCLEDDS



During the 87th Regular Session, the Texas Legislature provided TCOLE the funding and authority to purchase the Texas Commission on Law Enforcement Data Distribution System (TCLEDDS) from the private company (Productivity Center, Inc. known as PCI) that developed and owned the system. TCOLE is excited and pleased to announce that the purchase of TCLEDDS is now complete.

We have received positive feedback about the speed and availability of our support staff since purchasing TCLEDDS. Please let us know if need to add, change, or remove a user from TCLEDDS. We are also available to help you navigate the system.

TCLEDDS Support – 512-936-7700, Option 3 or support@tcole.texas.gov

Key things to keep in mind as TCOLE takes over the management of TCLEDDS:

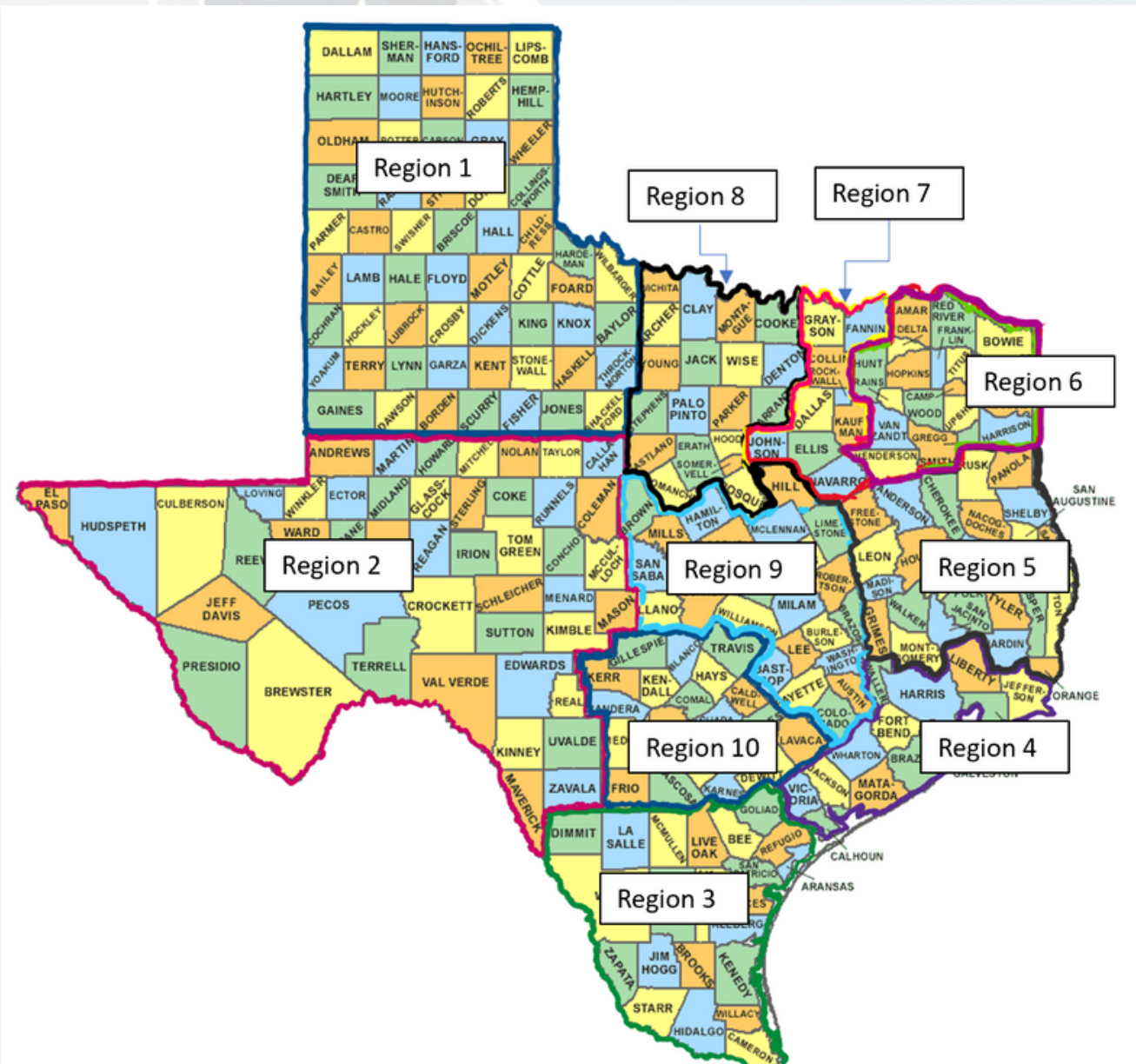
- TCLEDDS is now free to use; any payments that have been sent to PCI since July 16, 2022, will be returned to sender.
- Access to TCLEDDS must be approved by your agency's Chief Administrator or their designee.
- There is still a limit on the number of users per agency who can have a TCLEDDS account and how many have statewide access.
- Going forward, all TCLEDDS users must have a PID; a PID may be obtained by submitting a C1 form in TCLEDDS.
- All users who previously had DRS access (agencies who only used TCLEDDS to report their annual Racial Profiling Report or file a Body Worn Camera grant) now have full department TCLEDDS access.

As of July 25, 2022, all TCLEDDS users have been upgraded to TCLEDDS Plus which provides:

- Recent Activity (found in the left-hand menu)
- Additional reports

Expansion and Realignment of Field Service Assistance Program

As part of the Commission's continued effort to improve the integrity and efficiency of the Field Service auditing programs, training file evaluations and credentialing record audits will soon be merged into one. The two Academy and Contract Evaluator (ACE) positions have been incorporated into the licensing and credentialing records inspection program, increasing the number of regions from 8 to 10. Conversely, the span of control for Field Service Agent has been adjusted to a more manageable and effective level, which will allow for an increase in the frequency and effectiveness of field visits and audits.



Welcome - New TCOLE Commissioners

Governor Greg Abbott has appointed Martina Lemond Dixon and Justin Berry to TCOLE for terms set to expire August 30, 2023 and August 30, 2027, respectively.



Martina Dixon

Martina Lemond Dixon of Kingwood is the Chief Executive Officer at C3 Building Solutions. She is a member of the Texas Association of School Boards, the National School Board Association, Texas Association of Appraisal Districts, Texas Association of Assessing Officers, International Association of Assessing Officers, Houston Region Business Coalition, Greater Houston Builders Association, HomeAid Heroes, and the Center for Reform of School Systems. She volunteers for the Downtown Rotary Club of Houston, Salvation Army Women's Auxiliary, Barbara Bush Ladies for Literacy Guild, and Jack and Jill of America, Inc. Lemond Dixon received a Bachelor of Arts in Communication from Auburn University, a Post-Baccalaureate in Construction Management, and Master of Arts in Educational Leadership from Louisiana State University.



Justin Berry

Justin Berry of Austin is a senior police officer for the Austin Police Department. He is a former Vice President of the Austin Police Association and a supporter of Operation Blue Santa. Additionally, he is a member of CLEAT and the Texas Narcotic Officers Association. Berry received a bachelor's degree in criminal justice and a master's degree in leadership and management from Sam Houston State University. He completed his basic peace officer training at the Austin Police Academy and has a Texas master peace officer license from TCOLE.

TCOLE Staff Updates

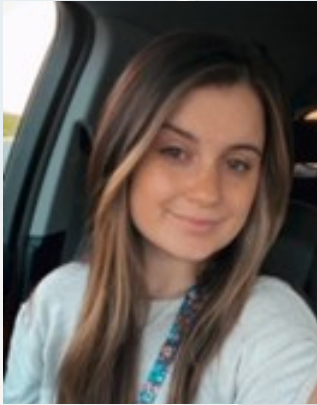


Courtney Rolando has joined the Enforcement team as Administrative Assistant. Courtney was raised in Renton, Washington and attended Eastern Washington University to obtain her Bachelor of Arts degree in Criminal Justice. She then went on to serve in the US Army as Military Police for five years in Germany and Joint Base Lewis-McChord. After leaving the military she moved to Killeen and attended The University of Texas at Dallas for her Master's in Criminology. Her family consists of her supportive husband and four fur babies – two dogs and two cats. When she is not at work she is pursuing her hobbies in photography, writing and video games. She also loves adventures and has travelled to many places and hopes to add to her list of destinations in the near future.

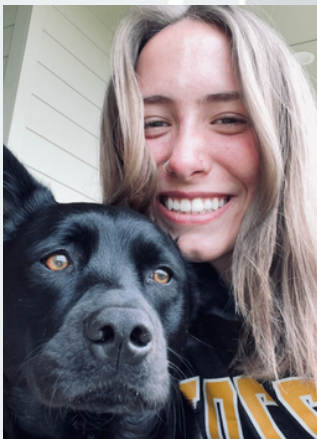


Joseph Dooley has joined the IT team as a System Support Specialist. Joe moved from the Chicago metropolitan area to Austin with his wife and two cats in 2020. He recently completed his five-year enlistment in the Navy as an Aviation Boatswain's Mate in 2019. During his time in the service, Joe completed an eight-and-a-half-month deployment, maintaining and operating hydraulic equipment that assisted the landing of aircraft on aircraft carriers. Prior to the Navy, Joe did freelance video work to transform his hobby of video editing into a profitable skill. When he is not working, Joe enjoys walking on trails, modifying video game consoles, and binge-watching standup comedy specials. A fun fact about Joe is that he has crossed the international date line twice, making him a time traveler of sorts!

TCOLE Staff Updates



Kayla Milligan has recently joined our Credentialing team. She grew up in a small town called Lexington, Texas where she graduated a year early and began her journey in college, working towards a degree in public health. Over the past few years, she has married and welcomed two little ones to her family. She is a dog mom to a Great Dane named Stella and enjoys spending her time with her babies and her friends. Stephanie Ging, who also is on the Credentialing team, has been friends with Kayla since elementary school, and is the person who recommended she apply for the job.



Alyssa Tobola has joined the Legal Division as a Legal Secretary II. Alyssa has previously worked in the utility construction industry, and in the dog training industry. She currently lives in Paige, Texas with her fur-family of cats, dogs, and chickens. Alyssa enjoys going on camping adventures and salt water fishing. Her favorite thing to do on the weekends is take her dogs, Berretta and Beau, down to the beach! We are happy to have her join us.



Retirements and Departures

As of August 31st, Executive Assistant **Laurie Jackson** and Academy and Contract Evaluator **Malcolm Jackson** have retired from TCOLE, with 13 years and 8 years of service to TCOLE, respectively. Education Specialist **Jacquelyn Pruet** left the agency effective August 18th. As previously mentioned, Field Service Agent **Tom Bickers** also retired effective August 31st, with 5 years of service to TCOLE. Additionally, the August 4th Commission Meeting in Odessa was the final meeting for **Commissioner Tim Whitaker**, having served on the Commission since April 2017.

We are beyond grateful to each of these individuals for their many years of dedication to TCOLE and the law enforcement profession, and we wish all of them the very best.



Sunset Advisory Commission

TCOLE Report

The Sunset Advisory Commission is conducting a limited scope review of the mission and performance of the Texas Commission on Law Enforcement (TCOLE), and ideas to improve its operations and services. The Texas Sunset Act requires the Sunset Commission to periodically review all state agencies and recommend whether to continue the agency and change state law to improve the agency's efficiency and effectiveness.

The Sunset process has three stages:

First, Sunset staff evaluate TCOLE, take public input, and will issue a report recommending solutions to problems found in November 2022.

Second, the Sunset Commission will hold two public meetings: a hearing on the staff report and the agency, and a decision meeting to adopt recommendations to the Legislature based on the report and public comments.

Third, the Legislature will convene in January 2023 and will consider Sunset's statutory recommendations in a Sunset bill for TCOLE.

Visit www.sunset.texas.gov to sign up for email alerts on the Sunset staff report and the Sunset Commission's public meetings on TCOLE.

TCOLE Employment Opportunities

At the Texas Commission on Law Enforcement, we highly value our employees! We know that our success is a direct result of their efforts day in and day out. TCOLE is proud to provide our employees with State benefits and a positive work environment for all.

Executive Director

The Executive Director, hereinafter "ED", serves as the chief executive officer of the Texas Commission on Law Enforcement at the will and direction of the Commission. The ED is responsible for the administration of TCOLE and for the overall management of the agency, which includes licensing, regulatory, training, and statutory components. TCOLE is composed of approximately 67 employees. This position involves significant community engagement and interaction with elected officials, law enforcement agencies, licensees, training academies and providers, professional associations, institutions of higher education, and other governmental entities.

Investigator IV

This position works in the Enforcement Division as a peace officer (Sergeant/Investigator) and performs complex investigative work. Work involves conducting criminal and administrative investigations, enforcing state laws, rules under Title 37 Texas Administrative Code, statutes under 1701 Texas Occupations Code, and related violations of state and federal laws. Works under minimal supervision, with considerable latitude for the use of initiative and independent judgment. The position requires moderate travel (approximately 50%) paid by the agency.

APPLY NOW



TCOLE Employment Opportunities (Cont'd)

Program Specialist II - School Marshal Coordinator

Work involves moderately complex management, enforcement, and oversight of the TCOLE School Marshal Program, which authorizes qualifying schools or school districts to select an employee or employees to prevent the act of murder or serious bodily injury on a school premises.

Education Specialist II

The Education Services Program supports Texas law enforcement agencies and training providers by producing state-mandated training objectives and materials for distribution.

Lead Software Developer (Programmer III)

This position will be responsible for leading a small team of developers. The professional selected for this position will be experienced in objectoriented programming, have project management skills, and the ability to engage in a collaborative, resultsoriented environment.

UI/UX Developer (Programmer III)

This position will be responsible for the look and feel of the TCOLE web applications, including the TCLEDDS system, MyTCOLE portal and TCOLE website that services Texas and the licensed law enforcement community.

APPLY NOW



As an equal opportunity employer, we hire without consideration to race, religion, color, national origin, sex, disability, age, or veteran status, unless an applicant is entitled to the veteran's preference.

This position requires the applicant to meet Agency standards and criteria which may include passing a pre-employment criminal background check, prior to being offered employment by the Agency.

[Click here to view statewide peace officer vacancies.](#)



New in Education Services



Salary Survey:

TCOLE was tasked by the 87th Texas Legislature with creating a peace officer salary report due before the beginning of the 88th session. Education Services is currently analyzing the data collected from municipalities, country sheriff offices, and county constable offices. The feedback and participation are greatly appreciated!

**TCOLE ONLINE
TRAINING**



Scheduling an Exam at Headquarters

To schedule an exam at TCOLE Headquarters, please email proctor@tcole.texas.gov. Examinees must bring a photo ID and a \$25.00 exam fee on the day of testing. Cash or check only. We will not provide change.

*If an agency needs to schedule a licensing exam for more than ten (10) people, please call 512-963-7700, option 4, then 5.

VOLUNTEERS WANTED:

If you would like to volunteer to be on a committee for creating or revising educational materials, please email education@tcole.texas.gov. Please include your resume and a letter of interest that focuses on your subject matter expertise.

TEXAS SCHOOL MARSHAL PROGRAM

THE STATE OF TEXAS HAS HAD A LICENSING PROGRAM TO AUTHORIZE CERTAIN SCHOOL EMPLOYEES TO CARRY A FIREARM ON THE SCHOOL CAMPUS SINCE 2013. THE SCHOOL MARSHAL PROGRAM HAS NOW GROWN TO 267 LICENSED SCHOOL MARSHALS FROM 65 DISTRICTS.

TCOLE SCHOOL MARSHAL PROGRAM

The Texas Legislature allows public school districts, open enrollment charter schools, public two-year junior colleges, and private schools, to appoint School Marshals through the Texas Commission on Law Enforcement School Marshal Program.

The sole purpose of the School Marshal is to prevent the act of murder or serious bodily injury on school premises. A School Marshal may only act as defined by the written regulations adopted by the School Board or Governing Body.

GOVERNOR'S SCHOOL MARSHAL PROGRAM GRANT

The Governor's Office provides the Texas Commission on Law Enforcement a generous grant, created in 2018, which covers the initial training for the School Marshal Program as well as the renewal courses. This includes the cost of tuition, the 700 ammunition rounds required for the course, and a reimbursement for the required L3 psychological exam. This makes a huge impact for the district which would only need to use out-of-pocket funds for travel expenses.

POINT OF CONTACT

The ISD or Charter School shall email a completed copy of the necessary form/letters/regulations to schoolmarshal@tcole.texas.gov.

For questions about TCOLE's School Marshal Program, or to apply, please contact Chris Varady at Chris.Varady@tcole.texas.gov or (512) 936-7373.

REQUIREMENTS

- EMPLOYEE OF A SCHOOL DISTRICT
- HAVE A CURRENT LTC
- APPROVED BY GOVERNING BODY
- PASS A PSYCHOLOGICAL EXAM (L3)
- COMPLETE THE 80-HOUR SCHOOL MARSHAL COURSE
- SUBMIT SCHOOL MARSHAL APPOINTMENT FORM AND FEE
- COMPLETE 16-HOUR RENEWAL COURSE EVERY 2 YEARS

SCHOOL MARSHAL COURSE

Among the topics covered in the School Marshal course are:

- physical security,
- improving the security of the campus
- use of force
- active shooter response
- weapon proficiency

No other course can be substituted or exempt an individual from the specific school marshal training course.



September is National Suicide Prevention Month

TCOLE is honored to provide support to the Texas Law Enforcement Peer Network.

The Texas Law Enforcement Peer Network (TLEPN) is a statewide program designed to give every Texas law enforcement officer access to a specially trained peer to address stressors, trauma, fatigue, and other needs to combat workforce burnout and end police suicide and self-harm. The network will train and mentor police officer volunteers to assist their fellow officers manage stressors both on and off the job.

Each volunteer for the Peer Network will receive subject matter expert designed and TCOLE approved training to assist their peers in handling the day-to-day stress and trauma associated with life as a police officer.

The uniquely designed software application can be confidentially downloaded onto smartphones and allow both peers and those needing assistance an immediate direct connection to begin communication, as well as a link to appropriate resources.

The officers will be provided a safe and anonymous environment to share their experiences, needs, and concerns without fear of negative consequences. Anonymity and confidentiality is assured. The legislation prohibits any information being shared and/or being used as action against a licensee.

The TLEPN is operated by the Caruth Police Institute at UNT Dallas and is not in the reporting structure for any police department or operated by a state agency.

Access It is recommended that all officers download the app before it is ever needed. To download, scan the QR code below. The access code can be found by going to your MyTCOLE 3.0 Account.

<https://tcledds.tcole.texas.gov/mytcole/>

Email: TLEPN@untdallas.edu

Phone: (972)-338-1314 (Informational line)

Website: <https://www.untdallas.edu/cpi/tlepn/>

Facebook: Texas Law Enforcement Peer Network



Background Confirmation Form (BCF) Update

To make the form easier to fill out and to add clarity, the Background Confirmation Form (BCF) is undergoing some new changes. Here are the three biggest updates to the form:

1. The sections for 'Approving Chief Administrator' and 'Background Investigation Conducted by' have been switched. The section for 'Approving Chief Administrator,' which needs to be the information for the agency's head (ex: Chief of Police, Sheriff, etc.) and not the designee who may be signing below, will now also contain the hiring agency's information. The 'Background Investigation Conducted by' will just require the name and PID of the person conducting the background.
2. There is a blurb at the top of the form that explains the BCF must be received prior to the L1 being submitted. The date of appointment listed on the L1 must either be on or after the BCF's signature date.
3. In the box with #22 (Current and Former Law Enforcement Agencies), there is an extra question asking if there is a Release of Information form on file. If your agency has a Release of Information form on file for the applicant, please indicate 'yes;' if not, indicate 'no.'

BCFs that are not on this most updated form will be rejected beginning September 12, 2022.

Note: if your agency has hired a third party to do the background investigation, a blank BCF may need to be filled in and filed with TCOLE to make sure the hiring agency's information is correct.

Example: A superintendent at a school starting up an ISD Police Department asks the local Sheriff's Office to conduct the background investigation on a potential Chief of Police. When the Sheriff's Office runs the F5R to get the list of current/former law enforcement agencies, the Sheriff's Office's information will be listed under 'Approving Chief Administrator.' Once the background investigation has been completed and the superintendent wants to appoint the applicant as the Chief of Police, a blank BCF will need to be filled out with the new agency's information in 'Approving Chief Administrator' and the person at the Sheriff's Office who conducted the background in the 'Background Investigation Conducted by' section. The new Chief of Police can sign the BCF.

UPDATE YOUR CONTACT INFO IN YOUR MYTCOLE ACCOUNT

TCOLE may notify you through email, text message, or U.S. mail of changes or deficiencies impacting your license status. Make sure your phone number, email address, and mailing address are up to date so you receive these important notifications.

MyTCOLE Features:

- Connect to Free Online Training
- Order Your Proficiency Certificates & Photo ID Card
- Print your License
- View Your Personal Status Report (PSR)

How-To:

1. Log into your MyTCOLE account:
<https://tcledds.tcole.texas.gov/mytcole/Login>
2. Click on 'My Information' along the top toolbar

My Information

3. Scroll down to the Personal Tab
4. Update your information
5. Click the Save Changes button

The screenshot shows the 'My Information' page with the 'Personal' tab selected. The form includes the following fields and options:

- High School: Yes No
- G.E.D.: No
- Citizen: Yes
- Gender: Male
- Race: MultiCultural
- *Telephone:
- *City:
- *Height (ft):
- *Primary Email:
- *State:
- *Height (in):
- *Alternate Email:
- *Zip:
- *Weight:
- *Address 1:
- *Driver's License #:
- *Hair Color:
- Address 2:
- *Driver's License State Issued:
- *Eye Color:
- Save Changes

Texas Peace Officers' Memorial Ceremony



Texas Peace Officers' Memorial Monument, a permanent part of the state capitol grounds, was dedicated in 1999. The monument is inscribed with the names of thousands who have died in the line of duty while protecting our communities.

The Texas Commission on Law Enforcement is honored to be part of the Texas Peace Officers' Memorial Ceremony Committee, established by the 85th Texas Legislature, comprised of elected officials, state agencies, and organizations who are tasked with coordinating the annual memorial ceremony in honor of the previous year's fallen officers.

Additional information about the annual ceremony and names inscribed on the monument can be found at www.texaspeaceofficersmemorial.org.

***May we forever honor.
May we never forget.***

Texas Peace Officers' Memorial Fund



HONOR OUR FALLEN TEXAS PEACE OFFICERS'

DONATE AN ITEM TODAY TO THE 2022 TCOLE CONFERENCE
SILENT AUCTION BENEFITTING THE

TEXAS PEACE OFFICERS' MEMORIAL FUND



HONOR & REMEMBER

CONTACT VENDOR.SUPPORT@TCOLE.TEXAS.GOV TO DONATE

*May we forever honor.
May we never forget.*

Peace Officers' Memorial Nominations

If your agency has lost an officer or jailer in the line of duty, please be sure to send in nominations for the 2023 Peace Officers' Memorial Monument. We want to honor any fallen officers and make sure they receive the recognition they deserve. Please be aware that inclusions on the Peace Officers' Memorial Monument for medical deaths, including those related to COVID-19-related, are based on determination for benefits eligibility by the Employees' Retirement System of Texas. The nomination form can be found on the TCOLE website at <http://www.tcole.texas.gov/content/texas-peace-officers-memorial>.

Law Enforcement Achievement Award Nominations

We need your help! Each year TCOLE hosts an annual achievement award ceremony to recognize peace officers, jailers, and telecommunicators that have gone above and beyond in their service to their community. We know there are many worthy candidates out there, but without a nomination we may never hear about them.

The awards are issued in the categories of valor, public service, and professional achievement. Nominations will be accepted through January 15th, 2023 for the 2023 Achievement Awards Ceremony. For the nomination form and additional information, please visit <http://www.tcole.texas.gov/content/state-texas-achievement-awards>



TCOLE Calendar of Events



2022 TCOLE Conference

October 24th – 27th
Corpus Christi, TX

Commissioner Workshop

October 25th @ 9:00 am
Corpus Christi, TX

Commission Meeting

October 26th @ 9:30 am
Corpus Christi, TX

Texas Sunset Commission - Release of TCOLE Draft Report

November 7th, 2022

TCOLE Sunset Hearing

December 6th, 2022
Austin, TX

Commissioner Workshop

December 14th @ 1:00 pm
Edinburg, TX

Commission Meeting

December 15th @ 9:30 am
Edinburg, TX

Texas Sunset Commission - TCOLE Final Decision Hearing

January 11th, 2023
Austin, TX

The 88th Texas Legislative Session

January - May 2023
Austin, TX

Commissioner Workshop

February 1st @ 1:00 pm
Austin, TX

Commission Meeting

February 2nd @ 9:30 am
Austin, TX

Commissioner Workshop

April 19th @ 1:00 pm
Austin, TX

Commission Meeting

April 20th @ 9:30am
Austin, TX

Commissioner Workshop

June 14th @ 1:00 pm
Austin, TX

Commission Meeting

June 15th @ 9:30am
Austin, TX

**[Click here to view upcoming TCOLE Commission meeting dates,
locations, agendas and recorded meetings.](#)**

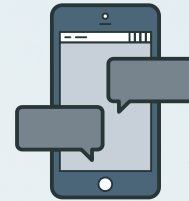
A Bittersweet Farewell



We are sad to announce TCOLE has officially bid a bittersweet farewell to Chief Kim Vickers. We express our sincerest gratitude to Chief Vickers, TCOLE would not be the same without his dedicated leadership over the past decade. He will be missed dearly.



Gov Delivery Mass Communication System



You can now subscribe to our new mass communication system, Gov Delivery. The sending email address is: TXCOLE@public.govdelivery.com, please add this email to your contacts to ensure delivery.

You will need to use your email address to log in. If you have questions or problems with the subscription service, please visit subscriberhelp.govdelivery.com.

This service is provided to you at no charge by Texas Commission on Law Enforcement.



Current TCOLE Statistics



(SCAN QR CODE)



Commissioners

Chief Kim Lemaux
Presiding Officer

Assistant Chief Jason D.
Hester
Assistant Presiding Officer

Patricia Burruss
Secretary

Constable Ron E. Hood
Janna Atkins
Sheriff Mike Griffis
Mario Lizcano, Jr.
Justin Berry
Martina Dixon

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