

THE CRIME RECORDS SERVICE NEWSLETTER



CR News

VOLUME 10, NUMBER 6

COUNTYWIDE ELECTRONIC ARREST REPORTING

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September 1, 2002 marked the day that Galveston County implemented a Central Site Booking system. This system provides that all subjects arrested for a reportable offense, class B and above, are transported to the Galveston County Sheriff's Office (GCSO) for processing prior to being released on bond. Agencies within Galveston County can now have their Criminal Justice Information System (CJIS) arrest data submitted electronically to the Department of Public Safety (DPS). Identification information on their subject is usually returned to GCSO electronically within four hours, and the Computerized Criminal History (CCH) is usually updated within 24 hours. The implementation of a Central Site Booking system will eliminate the current errors found in the paper based CJIS reporting that other agencies use. The electronic reporting of the arrest event aids in officer safety since the arrest information updates CCH within a 24 hour window, rather than the typical 7 days.

Needs for increased manpower, jail crowding, and remote bonding were all issues to be considered before implementing a Central Site Booking system. John Pruitt, Lieutenant in Charge, Identification Unit, and Joe Gregory, the Captain over Corrections, researched each of these issues, with full support of Sheriff Gean Leonard, and Chief Deputy Freddie Poor. Lt. Pruitt and Capt. Gregory concluded that there was a duplication of effort between the GCSO and other law enforcement agencies within the county which would be alleviated with a Central Site Booking system. Simply by reducing these redundancies, manpower was freed for other duties and arrest reporting time to the DPS was reduced. Jail crowding has not become an issue, since persons who can bond out do so upon completion of processing into the GCSO Jail.



Lt. John Pruitt and Capt. Joe Gregory

CRNews is published by the Texas Department of Public Safety. Comments, suggestions and mailing list updates are welcome. Contact:

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Sheriff Leonard addressed the issue of remote bonding and was supported by the Commissioner's Court, which resulted in a modified bond out process. The new bonding process requires all arrests for reportable offenses, class B and above, to be transported by the arresting agency to the GCSO Jail for processing, even if the subject is to be released on a Personal Recognizance (PR) bond. Ultimately the benefits outweighed the concerns and made Central Site Booking a viable option for Galveston County.

The current process is as follows: Subject is arrested for a reportable charge; subject is transported to the GCSO Jail for processing; the arresting officer utilizes the Texas Law Enforcement Telecommunications System (TLETS) 24 to 36 hours after the subject is delivered to GCSO for verification of submitted arrest data.

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Criminal Justice Information System

The CJIS/Sex Offender Registration Unit is responsible for training criminal justice agencies on criminal history reporting and sex offender registration. If you have any questions or need training, please contact this unit at one of the following phone numbers:

FIELD REPRESENTATIVES:

Shelia Bledsoe	512/424-7617	Northeast
Eddie Contreras	512/424-7618	West
Greg Easley	512/424-7615	Southeast
Marilyn Martinets	512/424-7651	Central
Jeff McIlhane	512/424-5493	Northwest
Yvonne Navarrette	512/424-7650	South
Charles Yoakum	512/424-7614	Panhandle
Main Office	512/424-2478	
Ethelann Knight	512/424-2479	Unit Supervisor
Cheryl Cox	512/424-2477	DPS Secure Sex Offender Website

REGARDING THE SUBMISSION OF CRIMINAL HISTORY INFORMATION TO DPS:

How does your agency handle out of county warrants? How is your county reporting dispositions if there was no arrest incident as in theft by check situations? How are dispositions reported if there was a summons and no arrest?

If you are unsure of the answer to these questions, please contact your DPS Field Rep to help coordinate a meeting to open the lines of communication for all agencies in your county.

SEX OFFENDER REGISTRATION UPDATE:

Notification of Enrollment at or Employment by Institutions of Higher Education

Any registered offender who is enrolled as a student of any university, college, community college, or other institution of higher education, or is, with or without compensation, a full-time or part-time employee of that university, college, community college, or other institution of higher education, or is carrying on a vocation at the university, college, community college, or other institution of higher education, shall report their status as an employee, student, or carrying on a vocation to their local law enforcement authority in the area for which they establish residence within this state.

Upon receipt of this information, the local law enforcement authority shall forward this information to the Department of Public Safety and provide notice to the Campus Police or local law enforcement authority in the jurisdiction where the institution is located, of the fact that this person is a registered sex offender and is employed; a student; or carrying on a vocation within their institution.

How to report the above information to DPS:

The law enforcement agency should submit this information in the "employment" field or at the bottom of the Update Form. DPS is currently modifying the website to capture this information so that law enforcement agencies will be able to submit this information electronically via the secure website.

**2003 SEX OFFENDER REGISTRATION
CONFERENCE UPDATE:**

The 2003 Sex Offender Registration Conference will be held from November 17 - 20, 2003 at the San Luis Hotel in Galveston.

The 17th is for travel and registration only. This year the 18th, 19th, & 20th will be full conference days, so keep this in mind when making travel arrangements. You may make hotel reservations at the San Luis Hotel by calling 409-744-1500.

LATENT

Automated Fingerprint Identification System

TEXAS DPS AFIS LATENT CASES

REMOTE SITES	TOTAL SUB-MIS-SIONS	OFFENSE													
		CAPITAL MURDER	HOMICIDE	KIDNAPPING	SEX. ASSAULT	AGG. ASSAULT	DRUGS	ROBBERY	AUTO THEFT	THEFT	BURGLARY	FORGERY	UNK. DECEASED	MISCELLANEOUS	TOTAL
ABILENE PD	41							1	1		3	1	2	1	9
AMARILLO PD	240				1		5	1	9	28	22	10		22	98
ANGLETON SO (BRAZORIA CO)	319		3						1	1	12	1		7	25
ARLINGTON PD	796	1	2	2	1	1	2	18	30	1	90	7		11	166
AUSTIN PD	1,505	1	7	4	9	3	3	29	74	8	167	8	1	11	325
BEAUMONT PD	366						1	1	5	1	17	3		4	32
BRYAN PD	48									1	2	1			4
CONROE SO (MONTGOMERY CO)	189				1		5	7	4	2	25	1	2	7	54
CORPUS CHRISTI PD	894		3		1	4	1	12	71	1	108	1		7	209
DALLAS PD*	4,109		45	1	3	6	5	98	66	16	551	60	8	21	879
EL PASO SO (EL PASO CO)	44				1						7	1	2		11
FT WORTH PD	325		1	1				9	9		52	6	1	31	110
FT WORTH SO (TARRANT CO)*	229	1	2			2	1	3			6	7	7	32	61
GALVESTON PD	440		1		1	3		7	8	7	34	5		2	68
GARLAND PD*	64	1							4		9	6			20
GEORGETOWN SO (WILLIAMSON CO)	295					2	1	3	2	3	21	3		4	39
HARLINGEN PD	611		1	1					2	4	28	1		25	62
HOUSTON PD	76		1					3	2		2		1	1	10
HOUSTON SO (HARRIS CO)	0														0
IRVING PD	233					4		2	9	5	38	4		1	63
LAREDO PD	107										7				7
LONGVIEW PD	23								2	1	6				9
LUBBOCK PD	153		1					1	5		23	5	1	5	41
LUFKIN PD*	20						1			2	1	3		2	9

LATENT

Automated Fingerprint Identification System

TEXAS DPS AFIS LATENT CASES

REMOTE SITES	TOTAL	OFFENSE													
	SUB-MIS-SIONS	CAPITAL MURDER	HOMICIDE	KIDNAPPING	SEX ASSAULT	Agg. ASSAULT	DRUGS	ROBBERY	AUTO THEFT	THEFT	BURGLARY	FORGERY	UNK. DECEASED	MISCELLANEOUS	TOTAL
McALLEN PD*	32										1				1
McKINNEY SO (COLLIN CO)*	58					1					3				4
MESQUITE PD	624		3				1	11	27	1	66	37	2	4	152
MIDLAND PD	136									2	17	6		1	26
NRICHLAND HILLS PD*	148						2	1	1	9	5	3		11	32
ODESSA PD	177									1	35	7		12	55
PASADENA PD	210		2		1			1			26	1			31
PLANO PD	486		1		1		2	5	10		63	30	1	21	134
RICHARDSON PD*	413							9	7	7	24	9		4	60
SAN ANTONIO SO (BEXAR CO)	42													4	4
TARRANT Co. MED EXAMINER*	0														0
TEMPLE PD*	58										2	1		2	5
TEXARKAND PD	254						1		1		5	4		1	12
TYLER PD	208				1				3		24	10	1	2	41
WACO PD	11					1					3				4
WICHITA FALLS PD	203	1					1	3	11		11	2		3	32
SUBTOTAL	14,187	5	73	9	21	27	32	225	364	100	1,516	244	29	259	2,904
DPS CENTRAL SITE															
Latent Print Section	1,243		12				1	6	8	16	113	16	3	10	185
TOTAL	15,430	5	85	9	21	27	33	231	372	116	1,629	260	32	269	3,089

* Latent equipment purchased by local agency
Tarrant Co. Medical Examiner did not go online until August, 2002

LATENT

Automated Fingerprint Identification System

LATENT REMOTES

Cheryl Hubbard, DPS Austin

I hope everyone had a great summer! Now it's time to get back to the regular routine until the holidays roll around.

We now have forty latent remote sites throughout the state. Tyler Police Department and Tarrant County Medical Examiner's Office are the two newest sites. These sites purchased their own equipment and paid for the line costs. I'm sure more will be added in the next year.

Included in this newsletter is a chart showing central site and remote site stats for January through August 2002. Most of the sites are doing very well. Please check the stats for your site and let me know if there are any discrepancies. I really appreciate those of you who get your hit logs in on time. The hit logs are due by the 10th of each month. You can fax them or e-mail them to me. There are some sites that submit hit logs very rarely. If you don't submit a hit log, your

stats won't be entered. Please submit hit logs each month, even if you have no hits, so the report will be correct. If you don't have a copy of the hit log, please give me a call and I can fax or e-mail it to you.

LATENT AFIS TRAINING

There will not be any latent AFIS training until after the first of the new year. I still have a list of remote site personnel ready to be trained. I will contact you as soon as we can schedule some classes. The other option is for someone at your agency to train the person and send them here for testing. If you have any questions, please call or e-mail me. I can be contacted at 512-424-2105 or cheryl.hubbard@txdps.state.tx.us.

AFIS HITS

Please let us know about your hits, especially murder cases, etc. Every month the stories go in the commission report, and they will also go in the CRS Newsletter.

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TEN-PRINT

Automated Fingerprint Identification System

TEN-PRINT OPERATIONS REPORT

July – September, 2002

Criminal Submissions Processed Through AFIS

The following information reflects the total number of criminal ten-print fingerprint transactions processed through AFIS.

Number of Transactions Processed from Electronic Submissions	108,568
Number of Transactions Processed from Cardscan Submissions	54,676
Total number of Criminal Transactions Processed in AFIS	163,244

Applicant Submissions Processed Through AFIS

The following information reflects the number of applicant ten-print fingerprint transactions processed through AFIS.

Number of Retainable Applicant Transactions Processed	28,331
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Number of Non-Retainable Applicant Transactions Processed	12,551
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Total number of Applicant Submissions into AFIS	40,882
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Manually Processed Fingerprints

The following information reflects totals for fingerprint cards that were manually processed. This includes manually verified raps, and non-AFIS age group cards that were manually classed and searched.

Criminal Cards (including TDC faxes)	16,839
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Applicant Cards	2,717
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Deceased (known and unknown)	227
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Total number of Manually Processed Fingerprints	19,783
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HEAT

Help End Auto Theft



We would like to remind all H.E.A.T. participating agencies that the mail order brochures are to be made available for the public in locations other than the police and sheriff's offices. In order to further assist in your promotion of the H.E.A.T. Program you can now order our cardboard brochure holders and our brand new H.E.A.T. poster which advertises our toll free number and web address. If you would like to order these two items or you need more brochures please contact us and we will fax our order form to your agency.

We are continuing to validate records for those who registered in 1993 and 1994. We are currently working on 1995 so we would ask that you direct any citizen who wishes to renew their registration, due to the four-year retention period, to do so with our office at 1-888-447-5933. Some agencies have attempted to renew registrations for the public and this only causes record inconsistencies in our databases.

Due to increased interest in the H.E.A.T. Program the public may experience delays in receiving their decals. We are working hard to process registrations in the most timely and accurate manner. We have received calls from some of you advising that the public has come to your agency to pick up their decals. Please do not process any registrations that were already submitted through mail order or via the Internet. This will cause record inconsistencies within our automated system. Some agencies are advising that the public does not wish to leave a voice mail and that is why they pursue calling another number or going to their police or sheriff's office to receive their decals. Please encourage the public to contact us at 1-888-447-5933 and utilize our voicemail system.

At this time we would like to welcome Toni Coleman and Melissa Velasco to the H.E.A.T. team. They are available to help you regarding any question you might have regarding the H.E.A.T. Program.



Texas Crime Information Center

FREQUENTLY ASKED QUESTIONS

Q. What is the proper coding for entry of an ATV?

A. Per the NCIC 2000 Operating Manual, Vehicle Chapter, Page 26, "ATV's should be entered with the motorcycle VMA code listed in the NCIC 2000 Code Manual, the VMO code CYL and VST code MV. (For example: VMA/HOND VMO/CYL VST/MV) If a motorcycle make is not listed for the ATV manufacturer, the VMA code ATV must be entered in the VMA field and the manufacturer's name must be entered in the remainder of the VMA field." (For example: VMA/ATV POLARIS VMO/WHE VST/OP) Additionally, when entering an ATV, the number of wheels must be entered in the MIS field. Please note, if modification is made to any record entered prior to the TCIC 2000 conversion, TCIC 2000 will require the user to update the record to meet NCIC 2000/TCIC 2000 requirements. For example: a John Deer Gator would be entered in the vehicle file using the following coding: VMA/ATV JOHN DEER VMO/WHE VST/OP with the number of wheels listed in the MIS field.

Q. How do I enter an all terrain vehicle into the stolen vehicle file when there is no valid NCIC VMA code for the manufacturer?

A. If the make (MAK) is not listed in the NCIC 2000 code manual, the entering agency must list ATV in the first 3 spaces of the VMA field, then list the full manufacturer name in spaces 5-24. You must also use specific vehicle model field (VMO) and the vehicle style field (VST) codes when using ATV as the VMA. Example: VMA/ATV Polaris VMO/WHE VST/OP.

Q. I received a quality control message from TCIC on a protective order entry for using protective order condition (PCO) code 08. What needs to be modified in the record for it to be in compliance?

A. When using the PCO code 08, the agency is to specifically list/state the restrictions or terms in the MIS field pertinent to the protection order.

Q. Is a non-24 hour or non-terminal user agreement needed if we provide TCIC/NCIC information to other criminal justice agencies, such as the District Attorney, County Attorney or Adult Probation?

A. No. The non-24 hour or non-terminal user agreements would be used for other law enforcement agencies that you enter records for in addition to providing TCIC/NCIC information to. Criminal Justice Agencies, such as the DA, CA, or CSCD, are however, required to have TCIC/NCIC training regarding the policies and procedures relating to access to and handling of TCIC/NCIC information.

Q. How can I query an unidentified person record with NIC number only?

A. TLETS member agency users can perform this query by entering NIC on the main menu screen. The MKE "QU" should be used followed by the NIC number.

Q. Do Peace Officers have to re-certify for TCIC/NCIC access (re-test) every two years?

A. If they have only taken the 4-hour Peace Officer course they do not re-test. If they have taken the 8-hour Less than Full

Access course and currently use MDT's or laptops in their patrol cars, they are required to re-test every two years.

Q. If you passed the recertification test for TCIC/NCIC Full Access or Less than Full Access, do you still need to re-test for TLETS/NLETS?

A. No. Re-testing is only for TCIC/NCIC Full Access and Less than Full Access operators. Re-testing is not required for TLETS/NLETS.

Q. Can TCIC Associate Trainers teach the 40-hour TLETS/NLETS course?

A. No. At this time, the 40-hour TLETS/NLETS course is only taught by Department of Public Safety TLETS personnel.

NEW TCIC AUDIT PROCEDURES

In an effort to expedite the audit process, the TCIC Audit staff has begun faxing vehicle and wanted person records that will be reviewed during the audit, approximately one week prior to the scheduled audit. The TCIC Audit staff asks that these records be pulled prior to the audit and made available for the auditors to review on the day of the audit.

Also, an audit evaluation form has been created. This evaluation tool gives each agency an opportunity to provide feedback on the audit process. The form will be included in the formal audit report sent to the agency administrator. The evaluation should be completed by those involved directly in the audit and should be based on the overall audit process experience. These evaluation forms should be returned to the TCIC Audit Section.

VEHICLE IDENTIFICATION NUMBER (VIN) EDIT

When a trailer is entered in to the NCIC/TCIC Vehicle file with a seventeen (17) character VIN, NCIC 2000 edits the record using the VIN edit and check digit system. If the trailer entry is rejected by NCIC 2000 and entered into TCIC 2000 only, this is considered an out-of-synch record and must be cancelled. Re-enter the record into both NCIC 2000 and TCIC 2000 by entering SVIN as the first item in the miscellaneous field.

Be advised that agencies are authorized to use this SVIN code without having to contact the TCIC Control Center first for authorization. This authorization applies to trailer entries only. All other vehicle entries requiring this code must be authorized through TCIC Control Center first. Contact TCIC Control at (512) 424-2088, toll free at 1-866-266-TCIC or mnemonic CRDP to gain authorization for SVIN entries on other NCIC/TCIC records.

NCIC TECHNICAL AND OPERATIONAL UPDATES (TOU'S)

NCIC periodically publishes information regarding policy and procedure changes for NCIC 2000. These updates are called NCIC Technical and Operational Updates (TOU's). Information in these TOU's affect policy and/or procedure changes for both NCIC 2000 and TCIC 2000.



Texas Crime Information Center

Continued from Page 6

As the Control Terminal Agency (CTA) for Texas, Crime Records is responsible for the dissemination of this information to all law enforcement and criminal justice agencies throughout our state. It is imperative that this information be provided to all users at each law enforcement/criminal justice agency. Questions and/or comments about these documents may be directed to the TCIC Control Center at (512) 424-2088, toll free at 1-866-266-TCIC or mnemonic CRDP.

THREAT AGAINST PEACE OFFICER FILE OVERVIEW

In accordance with House Bill 776, this file was created to establish a database to collect threat information to help protect officers and to provide rapid, statewide access to information about individuals who have made threats against peace officers. This file is intended to be an alert for any officer(s) at risk due to a recorded threat by a known individual. **This is a TCIC 2000 only file.** A record in this file will be returned in response to a TCIC 2000 inquiry. Agencies may not use data received solely based on a Threat Against Peace Officer response to populate another searchable database. This file merely serves as an alert to officers and to identify the agency to contact in order to verify an officer threat record.

A record entered in this file indicates a potentially dangerous individual, not necessarily a wanted person. No officer or agency may use a record in this file by itself to provide probable cause for a warrantless arrest, probable cause in an affidavit for an arrest or search warrant, grounds of denial for a permit or other license, or reasonable suspicion to stop or detain an individual. An officer or agency **may only use** an officer threat record to take reasonable action to protect the officer or citizens, engage in a consensual citizen encounter, or to establish reasonable suspicion to frisk a suspect already stopped or detained for another independent reason.

CRITERIA FOR ENTRY

A person who threatens a peace officer can be entered into this file at the discretion of the entering agency if the following criteria have been met:

1. The threat consists of an individual's expression of intent to inflict serious bodily injury or death on a peace officer; and
2. The threat is not from an anonymous source.

This file does not apply to every threat or offense targeting an officer or threats made by a group rather than an individual. Agencies may not make an entry without proper criminal predicate directly related to the threat information supporting the record entry. The individual need not have been arrested for the threat being investigated or any other crime, as a predicate for submitting an entry into this file.

"Peace officer" means a person elected, employed, or appointed as a peace officer under Article 2.12, Code of Criminal Procedure, Section 51.212 or 51.214, Education Code, or other law. *(Texas Penal Code, Section 1.07(a))* This definition does not include threats made against Federal Agents.

Threats made against Federal Agents are not allowed entry into the Threat Against Peace Officer File.

IMMEDIATE ENTRY

Under Government Code 411.048, a criminal justice agency must, upon determining that an individual has made a serious threat against an officer, immediately enter an electronic report of the threat into the DPS database (TCIC 2000).

INDIVIDUAL IDENTITY FILE OVERVIEW

In accordance with House Bill 153, effective September 1, 1999, this file was created to establish a procedure to prevent the fraudulent use of an individual's identity in circumstances affecting proper law enforcement and to assist law enforcement agencies in verifying that an individual's identity has been used by another person. This is a TCIC 2000 only file. A record in this file will be returned in the TCIC 2000 response to a Persons inquiry ("QW" or "ZW").

Continued on page 9

TRIPLE (III) PARTICIPANTS



PARTICIPATING STATES:

ALABAMA	ALASKA	ARKANSAS	ARIZONA
CALIFORNIA	COLORADO	CONNECTICUT	DISTRICT OF COLUMBIA
FLORIDA	GEORGIA	IDAHO	IOWA
ILLINOIS	INDIANA	MARYLAND	MICHIGAN
MINNESOTA	MISSISSIPPI	MISSOURI	MONTANA
NEBRASKA	NEVADA	NEW HAMPSHIRE	NEW JERSEY
NEW MEXICO	NEW YORK	NORTH CAROLINA	NORTH DAKOTA
OHIO	OKLAHOMA	OREGON	PENNSYLVANIA
SOUTH CAROLINA	SOUTH DAKOTA	TEXAS	UTAH
VIRGINIA	WASHINGTON	WEST VIRGINIA	WISCONSIN
WYOMING			

NON-PARTICIPATING STATES:

VERMONT	LOUISIANA	MASSACHUSETTS
KENTUCKY	MAINE	KANSAS
RHODE ISLAND	TENNESSEE	HAWAII



Electronic Arrest Reporting

The Department of Public Safety LiveScan Project is comprised of over 100 LiveScan systems located around the state. LiveScan equipment facilitates the submission of arrest data electronically to the DPS. By submitting arrest data electronically, the arresting agency receives identification information on the subject in custody electronically usually within 4 hours, often much sooner. The subject's Computerized Criminal History (CCH) is updated with arrest data usually within 24 hours.

Q: We have arrested someone who has a current DPS Identification Number (SID) number, but the return message on the LiveScan gives a different SID number. What should we do?

A: Contact Dorothy Porter in the DPS Fingerprint section, 512-424-5709, and give her both SID numbers. They will verify that the records belong to the same person, and give you the SID number to which the records will be consolidated.

Q: We have already submitted an arrest via LiveScan, but we need to make changes to the information. What do we do?

A: Once an arrest has been submitted to the DPS on the LiveScan, changes to that arrest cannot be made electronically over the LiveScan system. Send a fax, on your agency's letterhead, stating the TRN, the name of the subject, and the arrest date, to the DPS Error Resolution section, 512-424-5577. You can contact Michelle Farris, Data Entry Asst. Supervisor, 512-424-2154, if you have any other questions.

For training on LiveScan equipment or other questions concerning system operation, contact the LiveScan Field Reps:

Michael Denney, South Region (512) 424-5067

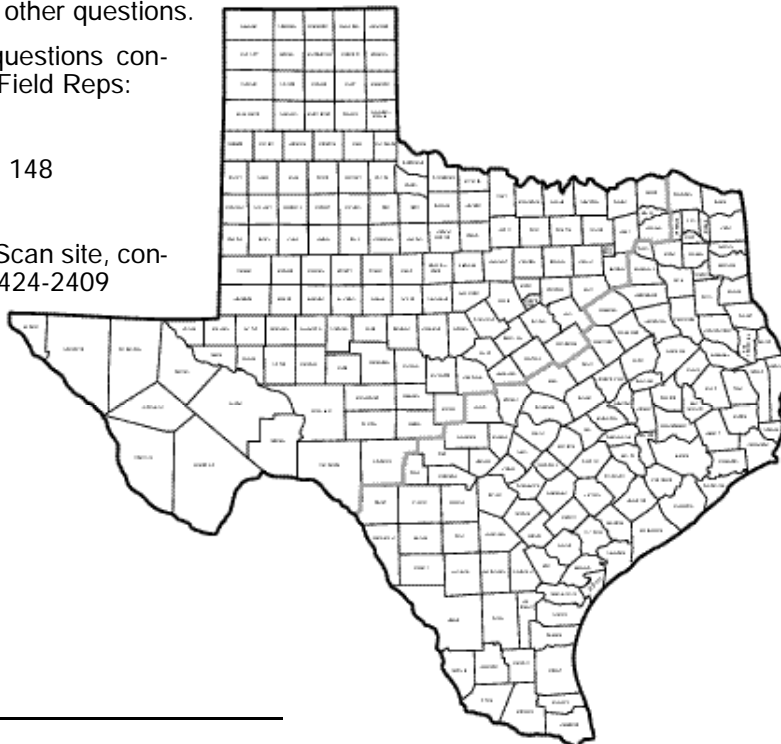
michael.denney@txdps.state.tx.us

Richard Skruch, North Region (915) 332-6100 x. 148

richard.skruch@txdps.state.tx.us

**If your agency is interested in becoming a LiveScan site, contact Juan Flores, LiveScan Coordinator at (512) 424-2409

juan.flores@txdps.state.tx.us



3rd Quarter 2002
LiveScan Submissions:

214,769

Cover Story continued

Using TLETS also provides the arresting agency with the arrest Tracking Incident Number (TRN), DPS State Identification Number (SID) and the subject's complete CCH.

GCSO also found that, of the reported CJIS errors, the disposition was often withheld because the SID was missing from the paperwork forwarded to the District Attorney's (DA) Office and courts, which delayed the submission of the DA's disposition. By using LiveScan, the SID will be obtained at a faster rate and can be added to the necessary paperwork to ensure proper documentation.

All county agencies that use DPS supplied LiveScan equipment are encouraged to begin moving towards a Central Site Booking system of their own. Support for any agency's change in process is provided by the DPS in the form of planning, troubleshooting and training. Central Site Booking is a proven benefit to all counties, regardless of population or quantity of arrest submissions. For information or assistance, contact your LiveScan Field Representative. South Region: Michael Denney, (512) 424-5067, michael.denney@txdps.state.tx.us or North Region: Richard Skruch, (512) 424-5068, richard.skruch@txdps.state.tx.us.



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CRITERIA FOR ENTRY

A record may be entered into this file once the following criteria has been met:

An individual must contact the local Sheriff's Office to make a report that his/her identity has been stolen. The Sheriff's Office is responsible for taking the individual's fingerprints and submitting them to the Department for verification. Agencies with LiveScan may run a TFLU inquiry to verify the individual's identity. After fingerprint verification, notification of the person's identity is sent from DPS to the Sheriff's Office.

If the Sheriff and prosecuting attorney determine that the individual's identity has truly been misused, a declaration is signed by the complainant, prosecutor and Sheriff stating that the individual making the report has had his/her identity used fraudulently by another person without consent. The declaration must include the individual's Name, Sex, Race, Date of Birth, Height, Weight, Hair Color, Date of Report, Social Security Number, Drivers License Number, Originating Agency Case Number, Agency ORI, and a unique password. (A sample declaration may be found in the Texas User Specification Pages.)

ADDITIONAL GUIDELINES FOR THE INDIVIDUAL IDENTITY FILE

SUBMITTING A SIGNED DECLARATION

The Sheriff's Office makes an entry into TCIC 2000 using the transaction code "EIR" and, at the same time, mails a copy of the signed declaration to the following address:

Texas Department of Public Safety
Crime Records Service - MSC 0230
ATTN: Error Resolution
P O Box 4143
Austin, Texas 78765-4143

Upon receipt of the declaration, DPS will verify that the Individual Identity Record has been entered in TCIC 2000 and then create a corresponding CCH record. One of two record types will be created. One type if the individual does not have an existing CCH record, and another type when a CCH record already exists.

Once the process is completed, the entire paper file will be retained in the TCIC Control Room. Questions regarding entry or use of this file may be directed to the TCIC Control Room at (512) 424-2088, 1-866-266-TCIC (8242) or mnemonic address "CRDP".

CR News On-Line

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hyperlink to view current or archived issues of CR News. You may also update your agency's contact information, provide comments on CR News or ask questions pertaining to CR News by clicking on the appropriate hyperlink. If you prefer to correspond via USPS, you may use the form provided below and send it to the address on the front of this newsletter.

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