CR NEWS

HIGHLIGHTS:

Criminal Justice Information System (CJIS) and Juvenile Justice Information System (JJIS) Reporting Reminders

Arresting/Referring Agencies: Please do not use the Livescan machines to submit corrections or additional charges to DPS. Once a record has been submitted to DPS, going back to that record and submitting a correction or an additional charge will be rejected and will create a Duplicate TCN error. If you need to add a charge (A002, A003) or make a correction to one of these fields; AGN, OCA, AON, DMV, VIC, GOC, AOL, LDA, DOO, ADN, ADA, ADD, REF, you can do this online through the CJIS Website if there is no prosecutor and/or court information present on the record. To get access to the CJIS Website, please go to: https://cch.dps.texas.gov/CJISAuth/login/CJIS and click on request access.

Juvenile Referral Agencies: There are three (3) date fields in the Referral/Identification information that must be filled out, the Date of Fingerprinting (DOA), the Referral Date (ADD) and the Date of Birth (DOB). The Referral Date must be within ten (10) calendar days after of the Date of Fingerprinting or before the date of fingerprinting. If any one of these three (3) dates are missing or if the Referral Date is more than ten (10) days after the Date of Fingerprinting, then DPS cannot enter the referral into CCH and the record will be returned to your agency seeking the correct information.

Adult Probation Departments: When you receive a transfer probationer from Out of State, please fill out a CR-23 fingerprint card. This is a fingerprint card that is produced by the Interstate Compact Commission (ICC) for the specific purpose of submitting fingerprints to DPS in order to get a TRN and Texas SID for the probationer. These cards can be ordered from DPS at no charge by filling out and faxing in the DPS Identification Supplies Order Form found online here: http://www.dps.texas.gov/administration/crime_records/pages/cjisJJISReporting.htm. DPS is now generating and assigning all TRNs for the Out of State transfers and using these fingerprint cards will assist DPS in being able to quickly process and assign the TRNs.

Submitting Corrections Manually: If you have a record that needs to be corrected manually/on paper, please follow these procedures: Have a copy of the information that was originally submitted (a printout of the CJIS Website information or a copy of the CR-43/J that was sent to DPS). Use blue or black ink to clearly mark through the incorrect information. Then clearly write the correct information that needs to be entered into CCH on that copy. Also on that copy, clearly write 'Correction' and the name of the person making the correction and the date the correction is being made. Fax that copy to DPS at: 512-424-2476 or mail it in to: PO Box 4143, Attn: CHRIP Corrections, Austin, TX 78765-4143

There is a fast and easy way for you to verify that the information you have reported to Crime Records for inclusion in the CCH has been added to a person's criminal record. The CJIS Website (https://cch.dps.texas.gov/CJISAuth/login/) and the CCH Secure Site https://records.txdps.state.tx.us/DpsWebsite/CriminalHistory/.

CRIMINAL JUSTICE INFORMATION SYSTEMS
&
JUVENILE JUSTICE INFORMATION SYSTEMS REPORTING REMINDERS

New CJIS Field Representative: Region 7

Diane Wells grew up in Odessa, Texas, where she graduated from Permian High School in 1985. In 1990, she received her Bachelor Degree in All-Level Music Education from West Texas A& M University, Canyon, Texas. Mrs. Wells taught band in Midland, Texas and Raymondville, Texas. Diane started her career with the TX DPS in February of 1998 as an Accident Records Clerk, processing reviewing, filing as well as researching for law enforcement agencies, insurance agencies and the public, accident forms for the 254 counties in Texas. She moved to Crime Records Service in October of 1998 working as a Fingerprint Records Clerk where she reviewed fingerprint and arrest forms. She also provided customer service for the public when they requested their fingerprints and researched criminal histories in order to verify arrest information requests. In February of 1999, Mrs. Wells moved the Texas Crime Information Center Training Section where she gained extensive knowledge of the Texas and National Crime Information Center Database as well as the Texas Law Enforcement Telecommunications System (TLETS). She moved to CJIS in August of 2014. Mrs. Wells works with both Adult and Juvenile criminal reporting as well as assisting all levels of criminal justice agencies throughout several counties in Texas. Mrs. Wells is licensed as an Advanced TCOLE (Texas Commission of Law Enforcement) Instructor as well as a Lifetime Licensed Educator in Texas in All Level Music Education. She has been married to her spouse Bryan for 15 years and has two Pembroke Welsh Corgis, Dora, and Delilah and German shepherd, Gabriel.

LIVESCAN and RESUBMISSIONS

Any arrest modifications (e.g. modifying an ADN, adding additional charges, etc.) must be done via the CJIS Site (if applicable), https://cch/dps.texas.gov, or by faxing 512-424-2476.

DO NOT RESUBMIT ON THE LIVESCAN if the information was submitted in error and the arrest has been applied to the Computerized Criminal History (CCH) OR you have submitted a TRN that has applied to CCH and need additional charges added. You can access the CJIS Site if you need to determine if an arrest has applied to CCH.

The resubmission of a Livescan transaction for corrections or supplemental information using the same TRN number goes to the FBI and is retained/added as a completely new arrest to the subject's record. Data in the FBI's criminal history file must be researched by DPS so DPS can ensure the FBI record does not reflect duplicate arrests. The resubmission also hits an error report at DPS and the modified data gets rejected so the information is not applied to CCH. Since the resubmission is not be kept by DPS, the agency must either fax or utilize the CJIS Site if a correction is needed.

Please contact your DPS CJIS field representative if you have questions about how to process corrections or to get access to the CJIS Site.

UCR DEADLINES and CHANGES

As we move to the end of 2014, DPS would like to take this opportunity to thank our contributing agencies for your participation in the TX Uniform Crime Reporting program and to also inform you of changes and deadlines for 2014/2015.

Deadlines

The deadline for submitting data for 2014 will be 5:00 pm, February 27, 2015. Data submitted after that date will not be included in either the 2014 Crime in Texas (CIT) or Crime in the United States (CIUS) publications.

Law Enforcement Employees (LEE) Surveys

DPS is sending out the annual LEE survey for employees on your department's payroll as of October 31, 2014. Please fill out the form after the October 31 date and return to the address at the bottom of the survey. Surveys must be received by DPS no later than December 5, 2014.

New Hate Crime Biases for UCR Reporting

Beginning January 1, 2015, the TX UCR program, as mandated by the FBI Hate Crime Data Collection Guidelines, will begin collecting additional biases as listed below. Please ensure that your records management system vendor is aware of the new changes, in order to, accurately report Hate Crime data for 2015.

New religion bias codes, beginning 2015

28 - Anti-Mormon

29 – Anti-Jehovah's Witness

81 – Anti-Eastern Orthodox (Greek, Russian, etc.)

82 – Anti-Other Christian

83 – Anti-Buddhist

84 – Anti-Hindu

85 – Anti-Sikh

Beginning in 2015, the FBI UCR Program will collect Race and Ethnicity categories in a combined format. The revised category will be titled: Race/Ethnicity/Ancestry.

These bias codes will include:

13 – Anti-American Indian or Alaska Native

15 – Anti-Multiple Races, Group

16 – Anti-Native Hawaiian or Other Pacific Islander

31 – Anti-Arab

14 – Anti-Asian (NEW)

33 – Anti-Other Race/Ethnicity/Ancestry (LABEL CHANGE)

12 – Anti-Black or African American

32 – Anti-Hispanic or Latino

11 – Anti-White

UCR DEADLINES and CHANGES *cont.*

The UCR program will also be collecting two additional Human Trafficking Offenses within the Hate Crime Data Collection. These new codes are as follows:

> 12 – Human Trafficking, Commercial Sex Acts
>
> 13 – Human Trafficking, Involuntary Servitude

For those agencies that submit paper reports, a new Microsoft Excel Hate Crime Incident Report is being developed and will be released in 2015.

The FBI UCR Program is updating the Hate Crime Data Collection Guidelines and Training Manual, the Hate Crime Technical Specifications and the NIBRS Technical Specifications. As those become available, they will be provided.

Please keep in mind for 2014, agencies must submit the new UCR forms for adult and juvenile arrests, Human Trafficking, Cargo Theft and Hate Crime (which will be updated in 2015 to include the new biases changes above). These forms apply only to summary reporting agencies, as this information is currently being collected within the NIBRS submission.

Again, DPS would like to express appreciation for your continued participation in the UCR program, and should you have any additional questions or concerns involving the changes illustrated above, please feel free to contact UCR staff at (512) 424-2091 or send an email to UCR@dps.texas.gov.

TCIC/NCIC RECORD VALIDATION

On a monthly basis, the NCIC 2000 System extracts active records on file for validation purposes.

Validation obligates the ORI to confirm that the record is complete, accurate, and still outstanding or active. Validation is accomplished by reviewing the entry and current supporting documents, and by recent consultation with any appropriate complainant, victim, prosecutor, court, nonterminal agency, or other appropriate source or individual. In the event the ORI is unsuccessful in its attempts to contact the victim, complainant, etc., the entering authority must make a determination based on the best information and knowledge available whether or not to retain the entry in the file.

A signed certificate is required from every agency that receives one, as this certifies the agency has reviewed all records and taken the appropriate actions, whether that's updating the information or removing an entry altogether. Please keep the original on file and email a copy to TCIC.Operations@dps.texas.gov or fax a copy to (512) 424-5916 and (512) 424-7164. All originals received will be sent back to the agency.

Also, keep in mind the due date is the deadline for turning in the certificate. If we have not received a certificate one week prior to the due date TCIC auditors will contact the entering agency to confirm receipt and remind agencies of the due date.   On the due date, the delinquent agency's records are eligible to be purged if the certificate is not received by 5 PM. Continued failures to submit the certificate by the due date will result in an audit of your agency's policies and procedures regarding validation.

Again, mailing in the original is no longer required. If you have questions regarding the new procedure, contact Anne Kondratick at (512) 424-2898 or Adina DeCuire at (512) 424-5949 with TCIC Operations.

ANNUAL CRIME IN TEXAS PUBLICATION

The Texas Department of Public Safety's Uniform Crime Reporting bureau is tasked with compiling state-wide crime statistical information as part of the FBI's national Uniform Crime Reporting program. UCR program data received at DPS is forwarded to the FBI for inclusion in their *Crime in the United States* publication. However, one function of the bureau that is critical to law enforcement and the citizens of Texas are the compiling and publication of those statistics into the annual *Crime in Texas* report.

Crime in Texas covers a wide variety of data that includes not only the federal data set, but also specific crime categories as mandated by Texas state legislature. The federal program covers 10 "index" crimes: Murder, Rape, Robbery, Aggravated Assault, Burglary, Larceny-Theft, Motor Vehicle Theft, Arson, Human Trafficking – Commercial Sex Acts, and Human Trafficking – Involuntary Servitude.

Along with the above offenses, the federal program also captures data for: Juvenile and Adult Arrests, Law Enforcement Officers Killed and Assaulted, Hate Crime, and Cargo Theft. Also, the state legislature has added specific data to be collected regarding: Family Violence, Sexual Assault and Drug Seizures.

In preparing the Crime in Texas (CIT) report, the UCR bureau takes the federal data and the Texas specific data and breaks it down into comprehensive charts, graphs and paragraph text into chapters that cover multiple approaches to make the data understandable and easily comprehended. The chapters include analysis of: Index Crimes, Non-Index Crimes (such as DUI and drug arrests), Texas Arrest Data, Hate Crimes, Family Violence, Sexual Assault and Law Enforcement Employee counts and incidences of officer deaths and assaults.

Chapters also include crime summary breakdowns by urban (Police), rural (Sheriff) and college/school districts and by population. And finally, a comprehensive listing of index crimes, clearances and crime rates for all reporting jurisdictions are produced by county and agency.

The data is used by law enforcement, government, media, academia, special interest groups and private citizens around the state, county and world.

The Crime in Texas report has been published every year by DPS since the UCR bureau was formed in 1976.

THREAT AGAINST PEACE OR DETENTION OFFICER FILE

On August 3, 2000 during a routine traffic stop Trooper Randall Vetter was shot and later died from wounds inflicted by Marvin Hale. Marvin Hale was known to local law enforcement to be considered armed and dangerous due to his anti-government opinions and had threatened to injure any peace officer who tried to write him a ticket. This is not information Trooper Vetter had knowledge of when he stopped Marvin Hale.

The Threat Against Peace or Detention Officer File was created to establish a statewide database for the collection of threat information. This file is intended to be an alert for any officer at risk due to a recorded threat by a known individual.

Per Texas Government Code 411.048, upon determination of a threat to a Peace or Detention Officer, a criminal justice agency must enter a report into the TCIC database. The threat must consist of an individual's expression of intent to inflict serious bodily injury or death on a Peace or Detention Officer and must not be from an anonymous source. Entering agencies must use their discretion as not every threat or offense targeting an officer should be entered. The file should only serve as an alert to officers to ensure they are taking reasonable action to protect themselves during an encounter. It also provides the officer with agency contact information to verify the officer threat record.

 A record in the Threat Against Peace or Detention Officer File will be returned in response to a Persons Inquiry (transaction code "QW" or "ZW"). To inquire directly into the Threat Against Peace or Detention Officer File, inquire using transaction code "QOT". Located in TCIC only, the file will remain indefinitely in TCIC or until action is taken by the entering agency to remove it. Validation of the record is required every five years by the entering agency. For more information on the Threat Against Peace or Detention Officer File please contact TCIC Training at (512) 424-2832 or tcic.training@dps.texas.gov.

SEX OFFENDER REGISTRY

Request for Removal from the Sex Offender Registry

The implementation of the Request for Removal from the Sex Offender Registry form (CR-33) has enhanced the process for agencies to report that their agency has determined that a person's duty to register has expired. Statute requires that DPS verifies that the duty to register has completed before the person is removed from the registry. After the review of several hundred requests, we have identified some of the most common reasons why a record may not immediately be removed from the registry.

Proof of discharge: The majority of requests for removals involve individuals required to register post 10 years from the date of discharge from supervision. To verify the true date of discharge (which determines exactly when a person's duty to register expires) DPS is looking to see whether a copy of the order/certificate of discharge is on file; a statement from the supervising agency on their department letterhead that declares the date the person is discharged from supervision for the registering offense is submitted/on file; or an entry in the person's criminal history where the court reports the discharge and date of release.

As a side note, the notation of "Discharged" on a person's registration record does not mean that the discharge date has been verified or that DPS is in possession of discharge paperwork on the individual. It is only an indication that an agency reported the person as being "discharged" and supporting documentation may or may not have been submitted.

Other offenses that may require registration: DPS will initiate an inquiry in the Texas Criminal History file as well as criminal history information reported to the FBI from other states and jurisdictions. We will look for any and all offenses for which the person may have a duty to register for. The most common offenses overlooked that may require a duty to register will involve **Burglary of a Habitation** (if it was with intent to commit a sex offense), **Kidnapping and Unlawful Restraint** (victim under 17 years of age) and **Aggravated Kidnapping** (victim under 17 years of age or with intent to violate or abuse the victim sexually) and older offenses of **Indecency with a Child** where exposure or contact is not specified. These five offenses will usually require the review of court documents in order to determine affirmative findings or elements of offense.

No disposition reported in a person's criminal history or no court document (charging instrument, judgment, sentence and proof of discharge) submission for any offense that may require registration: If the Bureau discovers offenses that may require registration and a determination cannot be made regarding disposition and/or confirmation of date of discharge, the request will be rejected and will not be re-evaluated until additional documentation is submitted.

Obtaining court documents on individuals can be a daunting task and it is therefore recommended that the registrant take their own initiative in obtaining documents related to case. Since these are records subject to the person themselves, the individual will have an easier time obtaining documents from District Clerks, state supervising authorities or courts who may require authorization for the release of records.

The Bureau has also initiated confirmation of a person's removal from the registry to the agency that placed the request. An e-mail will be sent to the address reported on the request. If the request is rejected, the submission is forwarded to the SOR field representative in the region of the contributor for follow up. It will take approximately 24 hours for a registration record to be retired from the registry when the determination has been made on a request that removal can occur.

In addition, a listing of registrants whose projected ending registration date is approaching (within 90 days) is mailed to the reported registering agency within their monthly Validation packets. This notice is provided in hopes that the locals will be able to conduct a review of the person's duty to register and allow for time for the registrant to obtain any necessary documentation before the CR-33 is submitted to DPS. It is also recommended that agencies make determinations of a person's expiration well in advance of the expected date. This will give the registrant time to obtain any necessary documentation; help expedite the removal at the time of true expiration; and if a person inadvertently has a continuing duty to register, will not be released from registration locally.

If you have any questions pertaining to the process or the status of a previously submitted removal request, please contact your designated SOR field representative or Bureau representatives at txsor@dps.texas.gov or (512) 424-2800.

Classified Sex Offender (CSO) DL/ID's

Article 62.060 of the Texas Code of Criminal Procedure requires certain registered sex offenders to apply to the Department for the issuance of an original or renewable driver license, personal identification certificate, commercial driver's license or commercial driver learner's permit.

CSO (Classified Sex Offender) issued DL/ID's look no different than a regular license or identification card. There are no markers or indicators on the physical card itself that identifies the holder as a sex offender registrant. The difference between a regular DL/ID and a CSO DL/ID is that the CSO DL/ID contains a CSO indicator on the history of the record, must be renewed in person, and expires annually. CSO indicators assist the criminal justice community by providing information regarding a person who they may be running an inquiry due to a roadside stop, detainer, or for investigative purposes.

The CSO project is facilitated thru a collaboration with the Law Enforcement Support and Driver License Divisions. It is basically comprised of two components.

1. Identification of persons subject to CSO issuance and;

2. issuance and maintenance of the CSO driver license or identification card.

Crime Records is delegated to identify registrants required to apply for a CSO. We send the Driver License Division weekly files of sex offender registration identifiers used to identify affected DL/ID's in the Driver License file. We make determinations whether a person is required to maintain a CSO DL/ID pursuant to registration law or clear individuals who have been issued a CSO DL/ID by mistake due to same or similar personal identifiers.

The Driver License Division applies CSO indicators on affected DL/ID histories either from the matching of identifiers provided by Crime Records or to persons who present designated sex offender registration forms to a DL office. They will also facilitate and handle inquiries pertaining to the issuance or renewal of the card and questions regarding associated fees, maintenance, suspensions and revocations.

If your office or agency needs a determination if a registrant is required to apply for or maintain a CSO DL/ID, please contact the Sex Offender Registration Bureau at (512) 424-2800 or txsor@dps.texas.gov. Crime Records will utilize information reported in the sex offender registry and thumbprints contained in the DL file to make determinations. On occasion, court documents or orders/declaration of discharge dates from probation or parole entities may need to be submitted/obtained. If our office is not the authority to assist with your CSO inquiry, we will be happy to refer you to the Driver License Division at (512) 424-2600.

COMMUNICATION IS THE KEY

It has been said that the ability to communicate effectively is a must in any relationship. This holds true not only on a personal level, but also on a business level. Communication is the foundation upon which the Texas Data Exchange was built.

Before the advent of an information sharing system, law enforcement was privy only to those records kept at their agency. While law enforcement personnel were restricted to their jurisdiction, criminals were free to move around from one jurisdiction to another. In doing so, they left behind any criminal activity that may have been on their record at a certain agency.

As time went on, law enforcement agencies began to share data amongst themselves. However, this practice was time consuming as it would require taking a trip to the other agency or making phone calls. If there were several agencies that needed to be contacted, that took even longer.

What if those agencies had communicated to each other the benefits of having those records in a centralized location for all to access? Many man hours would have been saved, much data would have been available, and the criminal element would have less free reign.

That time has now come. The Texas Data Exchange has records from over 750 agencies in the state of Texas. Because of our partnership with the National Data Exchange, users of the database have access to over 5,500 agencies nation-wide.

All of this is possible because of communication. However, the need to communicate still plays a vital role in the data sharing world. Because most of this information exchange takes place electronically, communication between operating systems is extremely important. Interfaces between the Texas DPS and the local contributing agency must be established and maintained in order to keep the data flow current. It is imperative that agencies communicate their intent to change vendors at the local level. By doing so, it allows us the opportunity to prepare interfaces with the new vendor.

If your agency is contributing data to the Texas Data Exchange and you plan to change local vendors, please communicate this to us at 512-424-2629 or via e-mail at tdex@dps.texas.gov

Remember, communication is the key!

LICENSE PLATE READER/PRIVACY IMPACT ASSESSMENT

DPS is in the process of standing up a statewide License Plate Reader file comprised of LPR reads submitted by contributing agencies across the state. LPR systems read and store license plate data from any vehicles that pass the camera, capturing date, time, and location when they do so. These cameras may be fixed, mobile, or transportable, and many are capable of capturing dozens of license plates simultaneously. One major law enforcement agency in Texas with only 30 of these LPR cameras generates roughly six million "reads" per month. By capturing and pooling this license plate data, law enforcement agencies contribute to an immensely powerful investigative tool that is instantly and widely searchable, providing enormous data sets for the locations of potentially millions of license plates over an extended period of time.

The DPS Texas License Plate Reader file would be accessible only to authorized law enforcement agencies via TLETS, and will contain only the license plate data, time and location stamp, and contributing agency information. Images or personally identifying information will not be supported. Information about the program may be found on the DPS Crime Records page in the License Plate Reader Privacy Impact Assessment, at http://www.dps.texas.gov/administration/crime_records/pages/index.htm.

Agencies who wish to contribute their LPR data to the file may contact the Department at TCICQC@DPS.TEXAS.GOV.

FINGERPRINT PROCESSING REPORT

January - September, 2014

Criminal Transactions Submitted to AFIS

The following information reflects the total number of criminal tenprint fingerprint transactions submitted to AFIS.

Number of Transactions Submitted Electronicaly	587,795
Number of Transactions Submitted via Hard-Card	49,580
Total number of Criminal Transactions Submitted to AFIS	**637,375**

Applicant Transactions Submitted to AFIS

The following information reflects the number of applicant tenprint fingerprint transactions submitted to AFIS.

Number of Transactions Submitted Electronically	627,388
Number of Transactions Submitted via Hard-Card	34,897
Total number of Applicant Transactions Submitted to AFIS	**662,285**

Fingerprint Supported Dispositions

The following information reflects the number of fingerprint supported dispositions submitted electronically to AFIS.

Total number of Custody Transactions Submitted to AFIS	**611**

Manually Processed Fingerprints

The following information reflects totals for fingerprint transactions that were manually verified or classed and searched.

Criminal Cards (including TDC faxes)	2,823
Applicant Cards	3,196
Deceased (known and unknown)	788
Total number of Manually Processed Fingerprints	**6,807**

Mobile ID Transactions Processed

The following number reflects the number inquiries processed on the MID System (Mobil ID System)

Total Number of Mobil ID Transactions Processed	**5,701**

AFIS Database Counts

The information below reflects the database counts at the beginning of each month.

	Rolled Print DB	Palm Print DB	Slap Print DB	Latent DB	Latent DB - Palms	Mobil ID DB
January	11,448,469	1,239,855	5,755,586	131,678	21,728	7,541,875
February	11,508,185	1,258,161	5,824,406	131,454	21,973	7,557,484
March	11,566,154	1,277,743	5,892,312	125,594	21,549	7,573,947
April	11,634,439	1,297,980	5,965,823	123,810	21,733	7,591,152
May	11,702,743	1,318,529	6,036,392	123,355	22,023	7,608,396
June	11,765,754	1,336,423	6,101,451	123,462	22,304	7,622,892
July	11,817,881	1,355,951	6,170,950	122,419	22,669	7,638,804
August	11,840,719	1,375,663	6,245,267	122,243	23,019	7,654,534
September	11,876,234	1,392,819	6,318,141	120,996	23,322	7,669,354
October						
November						
December						

DPS IDENTIFICATION SUPPLIES ORDER FORM

TO; CRIME RECORDS SERVICE
TEXAS DEPARTMENT OF PUBLIC SAFETY
PO BOX 4143
AUSTIN TX 78765-4143   Date: _____
FAX: 512-424-5599
Please furnish the following supplies

FORM NUMBER	DESCRIPTION	COUNT PER PKG	QUANTITY ORDERED
CR-6	DPS Applicant Card*	250 p/pkg	
CR-12	DPS Identification Supplies Order Form	100 p/pad	
CR-23	Out of State Probation/Parole Supervision Card	Single cards	
CR-26	Death Notice Form	100 p/pad	
CR-42	Request for Criminal History Check	100 p/pad	
CR-43	Adult Criminal History Reporting Form with Preprinted TRN and Fingerprint Card Attached*	100 p/pkg	
CR-43	Adult Criminal History Reporting Form with Fingerprint Card Attached*	100 p/pkg	
CR-43J	Juvenile Criminal History Reporting Form with Preprinted TRN and Fingerprint Card Attached*	100 p/pkg	
CR-43J	Juvenile Criminal History Reporting Form with Fingerprint Card Attached*	100 p/pkg	
CR-43P	Adult Probation Supervision Reporting Form with TRN Numbers	200 p/pkg	
CR-43P	Adult Probation Supervision Reporting Form without TRN Numbers	200 p/pkg	
CR-44	Adult Supplemental Court Reporting Form	100 p/pkg	
CR-44J	Juvenile Supplemental Reporting Form	100 p/pkg	
CR-44S	Adult Supplemental Court Reporting Form	100 p/pad	
CR-45	Adult DPS Fingerprint Card*	250 p/pkg	
CR-45J	Juvenile DPS Fingerprint Card*	250 p/pkg	
FD-249	FBI Arrest & Institution Fingerprint Card (Felony Card)*	500 p/pkg	
FD-258	FBI Applicant Fingerprint Card*	500 p/pkg	
FD-353	FBI Personal Identification Fingerprint Card*	500 p/pkg	
R-84	FBI Final Disposition Notice	500 p/pkg	
	Fingerprint Card Return Envelopes (For Arresting Agency Only)	100 p/box	

*DPS does not pre-stamp the agency ORI on any fingerprint card. Overnight services are available at ordering agency's expense.

NOTE: Please order minimum of three weeks supply. Please submit order at least 4 weeks prior to depletion of your supplies.

NOTICE: Provide a complete shipping address (PO Box(es) are acceptable).

AGENCY NAME _____

STREEET ADDRESS _____

COUNTY _____ CITY _____STATE TX ZIP _____

ATTENTION _____ PHONE NO. (_____)_____-_____

CRS DIRECTORY

CRS MANAGEMENT

Mike Lesko	Deputy Assistant Director	mike.lesko@dps.texas.gov	512-424-2524
Angie Kendall	Deputy Administrator	angie.kendall@dps.texas.gov	512-424-2471
Michelle Farris	Deputy Administrator	michelle.farris@dps.texas.gov	512-424-7659

ACCESS & DISSEMINATION BUREAU

Don Farris	Manager	donald.farris@dps.texas.gov	512-424-2078
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Charlene Cain	CCH Internet Coordinator	charlene.cain@dps.texas.gov	512-424-2090
Jennifer Norton	Budget Analyst	jennifer.norton@dps.texas.gov	512-424-7793
Lisa Garcia	Billing Technician	lisa.garcia@dps.texas.gov	512-424-2912
Assistance Line	Record Checks		512-424-5079
Assistance Line	Secure Site		512-424-2474
Tierra Heine	CJIS/JJIS Forms and Fingerprint Card Supplies	**Fax order form to**	512-424-5599
	Order Forms located at ftp://crspub.dps.texas.gov/		

CRIMINAL HISTORY RECORD INFORMATION PROCESSING BUREAU

Ursula Cook	Manager	ursula.cook@dps.texas.gov	512-424-2407
Cassandra Richey	Supervisor, CJIS Field Reps	cassandra.richey@dps.texas.gov	512-424-2479
Brittany Chromcak	Section Supervisor, Data Integrity	brittany.chromcak@dps.texas.gov	512-424-7290
Nicole Berry-Moss	Dayshift Supervisor	nicole.berry-moss@dps.texas.gov	512-424-2216
Brandy Turner	Dayshift Supervisor	brandy.turner@dps.texas.gov	512-424-7281
Lenore Hemstreet	Evening Supervisor	lenore.hemstreet@dps.texas.gov	512-424-2473
Holly Morris	EDR Coordinator	holly.morris@dps.texas.gov	512-424-2686
CJIS Site Assistance Line			512-424-2500
Error Resolution Assistance Line			512-424-7256
CJIS Field Representative Assistance Line			512-424-2478

FINGERPRINT PROCESSING BUREAU

Walter Henson	Manager	walter.henson@dps.texas.gov	512-424-2260
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CRIME INFORMATION BUREAU

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UNIFORM CRIME REPORTING BUREAU

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SEX OFFENDER REGISTRATION BUREAU

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