



CR NEWS

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CR NEWS is published by the Texas Department of Public Safety. Comments, suggestions and mailing list updates are welcome.

CR News MSC 0230
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NON-DISCLOSURE NOTIFICATIONS

In an effort to better service law enforcement and the general public, DPS is attempting to decrease the time required to notify you when an order of nondisclosure has been processed by the department. In order to achieve our goal, DPS is instituting the following policy:

Effective January 1, 2013 DPS will no longer mail paper nondisclosure notifications to your agency. You will be required to retrieve these notices via our CJIS site.

If you **do not** have an account you will need to request access to become a CJIS registered user.

Connect to the Internet and CCH/CJIS (CJIS) by typing the following URL:
<https://cch.dps.texas.gov/CJISAuth/login/CJIS>

Step 1: Click on request access and completely fill out the form.

Note: In the reason box please state: setup to receive Non-Disclosures.

Example: TXSPD0000 San Antonio PD.

Step 2: You will receive an email notification that we've received your request and it will be processed within 14 business days.

If you **do** have an active account you will need to send an email to grp_cjis_site@dps.texas.gov requesting your permissions to be updated to include Non-Disclosures.

Example: Please update my CJIS account so that I may receive Non-Disclosures for TXSPD0000 San Antonio and TX0150000 Bexar Co. SO.

Non-Disclosure notices are processed weekly. You will receive an e-mail indicating the number of non-disclosure notices for the cycle.

From: cjis@dps.texas.gov [<mailto:cjis@dps.texas.gov>]

Sent: Tuesday, June 19, 2007 1:00 PM

To:

Subject: TxDPS - Non-Disclosure Notices: 2007-06-11

This is a TxDPS automatically generated message.

New Non-Disclosure Notices have been

posted for your review at - <https://cch.dps.texas.gov/CJISAuth/login/CJIS>

Total Records - 8

From 2007-06-11 thru 2007-06-17

If you have any questions, please email cjis@dps.texas.gov or you may contact James McElroy at 512-424-2500 or Ursula Cook at 512-424-2407.

TDEx (Texas Data Exchange)

As we continue our transition to the N-DEx search portal, we are seeing more and more requests for access. Our trainers have been travelling throughout the state to help ensure that users are familiar with all of the functionality available within the N-DEx portal. If you are interested in hosting or attending training, please contact our office at 512-424-2629 or by e-mail at tdex@dps.texas.gov.

Initial requests for access were taking about 3 to 4 weeks to process. We have since modified our process so that the wait time for access is significantly shorter, with some requestors waiting less than twenty-four hours for access.

We are also working to make the process mirror that which was in place for the use of the TDEx portal. With that system, each agency assigned an Agency Administrator to vet the users from their agency. This system allowed for quick access because someone within the agency was able to more quickly verify the necessary information on the requestor.

Our efforts to improve processes and enhance the database are not limited to making access simpler. We are also reaching out to those agencies who have not become data contributors as of yet. A recent study showed that 83% of the state's population is covered by agencies that have contributed data to the information sharing system. Given the fact that participation is voluntary, to have that much coverage is astounding. However, we will continue to do whatever we can to get to 100% coverage.

If your agency does not currently contribute data and would like to, please contact our office at the number and e-mail address listed above.

Livescan Submissions

Only valid social security numbers should be entered for criminal livescan submissions. Submissions to DPS have included invalid social security number entries such as 123456789, 001010001 and 222222222. Other invalid social security numbers include 666 for the first three digits (666-##-#####), 000 for the first three digits (000-##-#####), 00 for the fourth and fifth digit (###-00-#####), 0000 in the last four digits (###-##-0000) and any social security number that starts with a 9 (9##-##-#####). If there is not a social security number available for entry, please leave the field blank. If your livescan or records management systems does not allow this field to be left blank, please refer them to the Livescan Coordinator.

* Note: When a criminal livescan submission is submitted to the DPS with an invalid social security number, a technician with DPS Crime Records has to correct/remove the invalid data from the record so that it does not appear on the Computerized Criminal History (CCH).

If you have any question or concern regarding livescan please feel free to contact your DPS CJIS Field Representative or the Livescan Coordinator, Loann Garcia # 512-424-2409 loann.garcia@dps.texas.gov.

TLETS/TCIC: Disabling User Accounts

The CJIS Security Policy, Policy Area 5, Access Control, discusses Account Management; specifically that “The agency shall manage information system accounts, including establishing, activating, modifying, reviewing, disabling, and removing accounts. The agency shall validate information system accounts at least annually and shall document the validation process. The validation and documentation of accounts can be delegated to local agencies.”

The Department delegates to local agency personnel, the authority to manage their users, such as password resets and disabling users, through sub-agency (SAGY) user permissions. To ensure the security of the system and the data, it is essential that local agency users with this authority manage their users accordingly, this includes disabling a user as soon as the agency is made aware of the user’s separation from the agency or that the user no longer has a business need to access the system or data.

To disable a user account, personnel with SAGY users would access the Omnixx Console application and following these steps:

1. Under Main Menu, click on Users.
2. Click on Modify User.
3. Locate the operator and click to highlight the name.
4. Click Next.
5. Locate the STATUS field on the first page of the user profile.
6. Click on the drop down arrow in the STATUS box and select DISABLED.
7. In the MISCELLANEOUS field, make notes regarding the reason that the account is being disabled.

****Periodically users that are listed as disabled are moved from active agencies to disabled agencies by DPS staff.** If the user is to remain with the agency, but access is to be disabled, specifically indicate this information in the MISCELLANEOUS field. In your notes, please include the title and name of the person making the entry and date of transaction.

Example: User no longer with ABC PD on 04/01/12 – Disabled by TAC Ima Dispatcher 04/01/12

Example: User’s access disabled, STILL WITH THE AGENCY. Under IA investigation on 04/01/12 – Disabled by TAC Ima Dispatcher 04/01/12

For additional information regarding SAGY user permissions or how to become a SAGY user for your agency, please contact TCIC.Training@dps.texas.gov.

T.R.I.P. (Texas Recovery & Identification Program)

T.R.I.P. (Texas Recovery & Identification Program) is a free, voluntary, theft prevention program for commercial & farm grade equipment.

Enrollment in T.R.I.P. allows officers to stop the equipment **24 hours a day if the equipment is suspected stolen**. If needed, the officer will contact the owner/operator at the phone number on file to verify ownership.

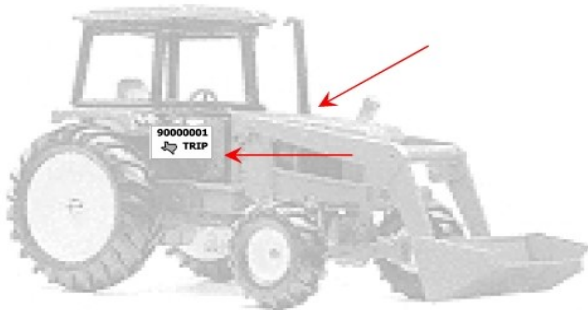
Types of equipment eligible to enroll in T.R.I.P must meet the following three criteria:

1. Equipment must be commercial or farm grade.
2. Equipment must have permanent wheels or tracks.
3. Equipment must have a manufacturer PIN (Product Information Number).
(A PIN is similar to a passenger vehicle's VIN, but vary greatly in length and placement on equipment.)

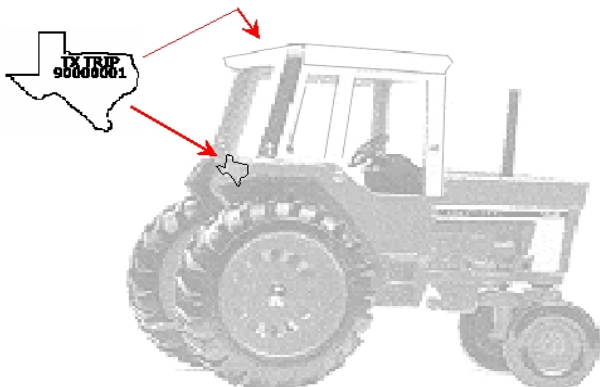
Companies and individual owners may register equipment in T.R.I.P. through the Crime Records website. After setting up a login and password the owner enters contact and equipment information. The owner may then go onto the website at any time to add, update, or delete equipment.

For additional information visit the Crime Records website or contact the T.R.I.P. (and H.E.A.T. – Help End Auto Theft) office at 1-888-447-5933 or trip@dps.texas.gov.

All four T.R.I.P. decals are white reflective material with black lettering.



The rectangular shaped decals shall be placed on the outside of the machine, on the right and left side of the machine in close proximity to the occupant's compartment.



The Texas shaped decals shall be placed on the rear of the machine and on the top of the cabin or inside the driver's compartment if the machine does not have a roof.

FINGERPRINT PROCESSING REPORT

January - May, 2012

Criminal Transactions Submitted to AFIS

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

Number of Transactions Submitted Electronically	363,887
Number of Transactions Submitted via Hard-Card	32,211
Total number of Criminal Transactions Submitted to AFIS	396,098

Applicant Transactions Submitted to AFIS

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

Number of Transactions Submitted Electronically	231,896
Number of Transactions Submitted via Hard-Card	36,518
Total number of Applicant Transactions Submitted to AFIS	268,414

Fingerprint Supported Dispositions

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

Total number of court Transactions Submitted to AFIS	913
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Manually Processed Fingerprints

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

Criminal Cards (including TDC faxes)	1,652
Applicant Cards	2,266
Deceased (known and unknown)	1,700
Total number of Manually Processed Fingerprints	5,618

Mobil 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	2,014
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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	9,856,957	747,105	3,566,471	126,031	11,357	6,742,489
February	9,916,124	767,351	3,653,914	126,873	11,922	6,811,426
March	9,974,242	788,861	3,738,705	127,754	12,332	6,842,235
April	10,031,788	812,293	3,824,444	128,370	12,796	6,871,726
May	10,080,786	832,757	3,900,059	129,194	13,316	6,898,037
June	10,143,152	854,051	3,989,411	129,998	13,847	6,930,709
July						
August						
September						
October						
November						
December						

DPS IDENTIFICATION SUPPLIES ORDER FORM



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

Date: _____

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 _____

STREET 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
Randy Batten	Deputy Administrator	randy.batten@dps.texas.gov	512-424-2734

ACCESS & DISSEMINATION BUREAU

Don Farris	Manager	donald.farris@dps.texas.gov	512-424-2078
Elaine Smith	Supervisor, Support	elaine.smith@dps.texas.gov	512-424-2023
Sharon Hill	Supervisor, Training & Audit	sharon.hill@dps.texas.gov	512-424-7920
Susie Dial	Supervisor, Training & Audit	susanne.dial@dps.texas.gov	512-424-7927
Darlene Saenz	Supervisor, CHIU	darlene.saenz@dps.texas.gov	512-424-5474
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
Vacant	Billing Technician	vacant	512-424-2912
Tierra Heine	CJIS/JJIS Forms and Fingerprint Card Supplies Order Forms located at ftp://crspub.dps.texas.gov/	Fax order form to	512-424-5599
Assistance Line	Record Checks		512-424-5079
Assistance Line	Secure Site		512-424-2474

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
Holly Morris	Section Supervisor, Data Integrity	holly.morris@dps.texas.gov	512-424-2154
Nicole Berry-Moss	Dayshift Supervisor	nicole.berry-moss@dps.texas.gov	512-424-2216
Brittany Chromcak	Dayshift Supervisor	brittany.chromcak@dps.texas.gov	512-424-7290
Lenore Hemstreet	Evening Supervisor	lenore.hemstreet@dps.texas.gov	512-424-2473
(Vacant)	EDR Coordinator		512-424-2407
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
Pat Molloy	Section Supervisor, Fingerprints	patricia.molloy@dps.texas.gov	512-424-2153
Randy Coppedge	Day Shift Supervisor, Fingerprints	Randy.Coppedge@dps.texas.gov	512-424-5709
Debbie Parsley	Day Shift Supervisor, Fingerprints	debbie.parsley@dps.texas.gov	512-424-5304
Kathy Parks	Evening Shift Supervisor, Fingerprints	kathy.Parks@dps.texas.gov	512-424-5749
Judy Miller	Evening Shift Supervisor, Fingerprints	judith.miller@dps.texas.gov	512-424-5748
Gretna Holiday	Midnight Shift Supervisor, Fingerprints	gretna.holiday@dps.texas.gov	512-424-2408
Hai Le	Midnight Shift Supervisor, Fingerprints	hai.le@dps.texas.gov	512-424-2408
Loann Garcia	LiveScan Coordinator	loann.garcia@dps.texas.gov	512-424-2409
Cheryl Sanchez	AFIS Project Assistant	cheryl.sanchez@dps.texas.gov	512-424-2089
24 hour Fingerprint Assistance Line			512-424-5248

CRIME INFORMATION BUREAU

Michelle Farris	Manager	michelle.farris@dps.texas.gov	512-424-7659
Diane Wells	TCIC Training Supervisor	diane.wells@dps.texas.gov	512-424-2982
Taffy Sweet	TCIC Audit Supervisor	taffy.sweet@dps.texas.gov	512-424-2897
Jill Gajkowski	TCIC Control Room Supervisor	jill.gajkowski@dps.texas.gov	512-424-2152
Alison Price	Program Administrator, HEAT	alison.price@dps.texas.gov	512-424-2962
Joanne Jenkins	TLETS Trainer	joanne.jenkins@dps.texas.gov	512-424-2419

UNIFORM CRIME REPORTING BUREAU

Earl Adams	Manager	thomas.adams@dps.texas.gov	512-424-2418
UCR Assistance Line			512-424-2091
Rafael Martinez	Supervisor, UCR Field Reps	rafael.martinez@dps.texas.gov	512-424-7135
Maggie Walker	IBR Supervisor, UCR	maggie.walker@dps.texas.gov	512-424-2979

SEX OFFENDER REGISTRATION BUREAU

Vincent Castilleja	Manager	vincent.castilleja@dps.texas.gov	512-424-2279
Sex Offender Registration Assistance Line		txsor@dps.texas.gov	512-424-2800

TEXAS DATA EXCHANGE (TDEx) BUREAU

JC Villanueva	Manager	jc.villanueva@txdps.state.tx.us	512-424-7167
TDEx Assistance Line			512-424-2629