CR NEWS

HIGHLIGHTS:

TCIC AUDIT FAQs

The TCIC Audit Team would like to share some recently requested information in hopes that it may benefit law enforcement agencies in their day to day duties. If you would like further clarification on any of the topics below or have any questions we can help you with please feel free to contact us at by email at TCIC.Audit@dps.texas.gov or by phone at (512) 424-2809.

Texas Driver License Photos

DL photos cannot be permanently stored in agency files, CADs or RMS systems.

> *TLETS OPERATING MANUAL*
>
> *Texas Driver License System*
>
> *Access, use of, and disclosure of digital images obtained via the TLETS connection from DLS (Driver License System) is for law enforcement purposes only. The User Agency shall not permanently store or maintain a database of digital images obtained from DLS. This includes incorporation of driver license photos obtained from the Department into a local agency's records management or case management system. The User Agency shall not provide the driver license digital image to any third party.*
>
> *Out-of-State Driver License Information*
>
> *Driver license information from other states may or may not be classified as public record information. Any non-criminal justice individual or agency requesting procedures to obtain DL information from other states should be directed to contact the drivers licensing agency of that specific state.*

Dissemination of Criminal Justice Information – Including DL and Registration

The policy of the Texas Department of Public Safety is that TLETS system-derived information is used only for criminal justice purposes by criminal justice employees It is important to note, that the Department of Public Safety holds information derived from the TLETS network, such as driver license data and vehicle registration data, in the same regard as CJI (Criminal Justice Information) and requires agencies to afford it the same level of protection as required for CJI.

Electronic Records Management System (ERMS)

An ERMS is defined as any electronic database, including an electronic warrant database. Agencies must conduct appropriate follow-up to resolve discrepancies identified during synchronization and cross-checks. All electronic processes must be approved and accepted by the CJIS Systems Agency and be in compliance with CJIS security and NCIC policies.

Compliance with CJIS and NCIC policies may be achieved through electronic or manual processes.

If you attach AM (administrative messages) to your case files, the information must be kept as private and secure as it is in the TLETS/Nlets databases and computers. You must have ways of protecting the data from unauthorized users.

COMMUNICATING WITH COMMERCIAL AND MEXICAN DRIVER LICENSE DATA

Effective 03/20/2015, access to commercial driver data and Mexican driver license and vehicle registration information over the Nlets network has been restored thanks to a recently completed project in partnership with the Federal Motor Carrier Safety Administration (FMCSA).

Users may retrieve commercial driver license data (DQ) by checking the 'Commercial License (CDL)' or 'Commercial DL (CDL)' box on the Omnixx DQ, QUERY, RSDW or RSDWW form; interface systems may send the DQ to destination 'CL' to retrieve commercial driver license data. To learn more about commercial vehicle data, visit this Nlets Wiki page: http://wiki.nlets.org/index.php/Section_26:_Commercial_Vehicle_Information.

Also, users may send driver license queries (DQ) and vehicle registration queries (RQ) to destination code MX. To learn more about Mexican commercial driver license or commercial license plate data, visit this Nlets Wiki page: http://wiki.nlets.org/index.php/Section_33:_Communicating_with_Mexico.

If you have any questions, feel free to contact the Nlets Operations Center at 1-800-528-4020 or helpdesk@nlets.org.

TCIC CONTROL ROOM NEW SUPERVISOR, CRIME INFORMATION BUREAU

Dennis Chaffin

Dennis was selected as the TCIC Control Room supervisor in February 2015. Dennis comes from the TDEx Bureau, which was responsible for training law enforcement agencies around the state on the use of National Data Exchange (NDEx). Prior to returning to DPS, Dennis retired from the U.S. Army in 2011, after 22 years, as a Master Sergeant in the Military Police. He served various tours overseas including Iraq and Afghanistan. Dennis had numerous assignments in the military. Those assignments included Traffic Accident Investigator, Criminal Investigator, Patrol Supervisor, Supervisor of Protective Services Detail and Police Transition Team in Iraq. His last assignment was as a Tactical Operations Sergeant in Afghanistan. Since his retirement, Dennis has worked as a Loss Prevention Manager at Lowe's and as an analyst for the Department of Public Safety in the Intelligence and Counterterrorism Division. Dennis looks forward to the responsibilities of his new position as the TCIC Control Room Supervisor and can be contacted by email at Dennis.Chaffin@dps.texas.gov or by phone at (512) 424 – 2152.

2015 STATE OF TEXAS (SOR) CONFERENCE UPDATE!!!

The 2015 State of Texas Sex Offender Registration Conference is scheduled for November 16th thru 19th, 2015 at the Galveston Convention Center, 5600 Seawall Blvd., Galveston TX 77551. The Conference web site has been updated and attendees may now register online. Please visit the web site at: www.txdps.state.tx.us/sorc for information and registration. This year's conference will have presentations from local, state and federal agencies. In addition, we would like to welcome speakers from the National Center for Missing and Exploited Children (N.C.M.E.C.) as well as the Texas Court Appointed Special Advocates (C.A.S.A.). Hotel information and tentative course descriptions are also available. Questions can be directed to registrars at sorc@txdps.state.tx.us.

We look forward to seeing you in November!

Upcoming Trainings

The Sex Offender Registration Bureau is pleased to announce that scheduled local on-site trainings can now be found on the Sex Offender Registration Secure Website (https://secure.txdps.state.tx.us) under the Notices, Forms, and Resources section. Trainings within Region 3 (South Texas) and Region 4 (Central Texas) are currently scheduled. Trainings are occurring at:

Region 3

South Texas will be holding training on May 6 & 7, 2015 from 8:45am – 4:30 pm at TXDOT – Corpus Christi District Office located at 1701 South Padre Island Drive Building 2, Corpus Christi, Texas 78416. Seating is limited to 75 persons per day. For directions, please call Joel Garcia at 361-808-2260. To reserve a seat, please call Eddie Contreras at 512-424-7615 – Office, 512-431-2656 – Cell or e-mail at eddie.contreras@dps.texas.gov.

Region 4

Central Texas will be holding training on April 16, 2015 from 8:30 am – 12:00 pm at the Bell County Sheriff's Department located at 104 S. Main Street Belton, Texas 76513. To reserve a seat and ask for directions, please call Jaquelin Cathers at 254-933-6769 or e-mail at Jaquelin.cathers@co.bell.tx.us.

Please feel free to contact the Sex Offender Registration Bureau at 512-424-2800, txsor@dps.texas.gov, or your designated field representative with any questions or if you agency would like to host a training.

Help Is On the Way

As of this writing, the Texas Data Exchange (TDEx) Bureau has had to postpone all training on the National Data Exchange (N-DEx) system. We are proud, but sad, to say that both of our trainers have promoted to other positions within the Texas Department of Public Safety. That both trainers promoted to positions of management is a testament to the value of the person and their abilities. They will continue to do great things in their new positions, but they have left a void in the TDEx Bureau.

But help is on the way! We are in the process of screening applications in the hopes of finding new trainers that can provide the level of training knowledge and expertise that our N-DEx users have come to expect. Once the applications are screened, we will follow up with oral interviews with those we feel can help fill the void. At that point, we will select the two most qualified applicants and prepare them to provide our users with quality trainings and expert knowledge.

As we go through this process, we ask our users to take advantage of the Computer-Based Trainings (CBTs) that are available to them in N-DEx. These can be found in the upper right hand corner under the Resources drop down menu.
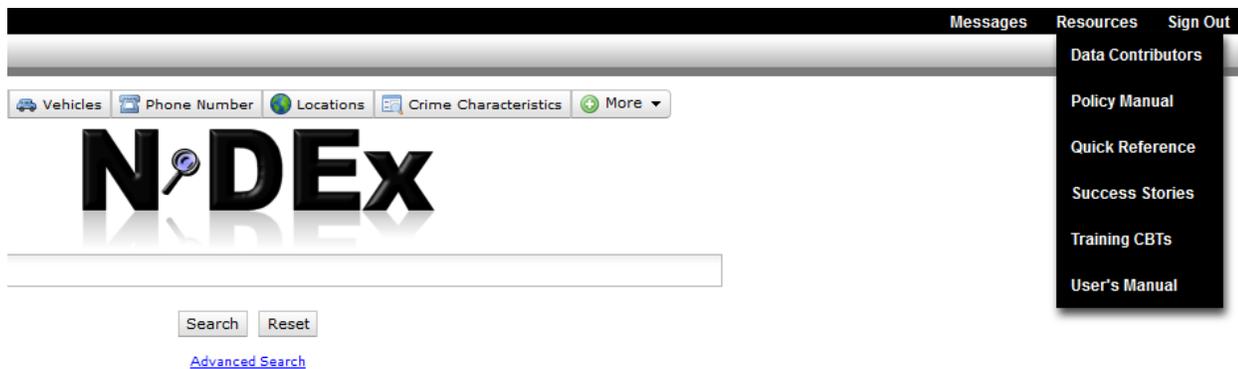
As always, we encourage our users to contact our office if there are any questions or concerns.

Texas Data Exchange Bureau

512-424-2629

tdex@dps.texas.gov

CRIMINAL JUSTICE INFORMATION SYSTEM SITE

The CJIS site is provided by the Texas Department of Public Safety to assist counties in managing their Computerized Criminal History (CCH) information and to manage CJIS users for respective entities.

The Entity Administration section allows a local representative to manage CJIS users for their entity. The functions that are currently available are:

- Approve/Deny users for CJIS access,
- Reset passwords,
- Remove users who no longer need access.

If your agency hasn't been setup, please email GRP_CJIS_Site@dps.texas.gov or call 512-424-2686/512-424-2500 and we can assist with the process.

The Criminal Justice Information System (CJIS) Field Support Unit has been short-staffed for several months now. We currently have three Field Representatives covering all nine of the CJIS Regions. We are working to interview and hire new Field Representatives. Please be patient as we go through the interview/hiring and training processes.

Region 2, Region 8 and Region 9 are currently covered by the three Field Representatives. Counties in the remaining regions that are below the 90% Completeness have been assigned to one of the three CJIS Representatives. As the Grant process is ramping up, we are concentrating on those counties that need the most assistance to reach the 90% Completeness requirement for grant requests.

If your county is in one of the uncovered regions and is above 90% Completeness in both Juvenile and Adult reporting, please contact the main CJIS Field Support Unit or the Supervisor, Cassandra Richey, for any questions you may have about reporting. Please be sure to leave a message if your call is not immediately answered. If you are in need of training, please send the request to the main CJIS Unit email and we will schedule the training as time allows.

Thank you for your understanding and patience as we work towards filling the CJIS Field Support Unit with qualified and capable Representatives.

CJIS Field Support Office

512-424-2478

cjisjjis@dps.texas.gov

CRIMINAL JUSTICE INFORMATION SYSTEM (CJIS) REGIONS

CJIS		
Region One	(512)	424-2478
Region Two	(979)	776-3167
Region Three	(512)	424-7618
Region Four	(512)	424-7651
Region Five	(512)	424-5068
Region Six	(512)	424-7552
Region Seven	(512)	424-7792
Region Eight	(512)	424-5067
Region Nine	(512)	424-7614
Main Office	(512)	424-2478
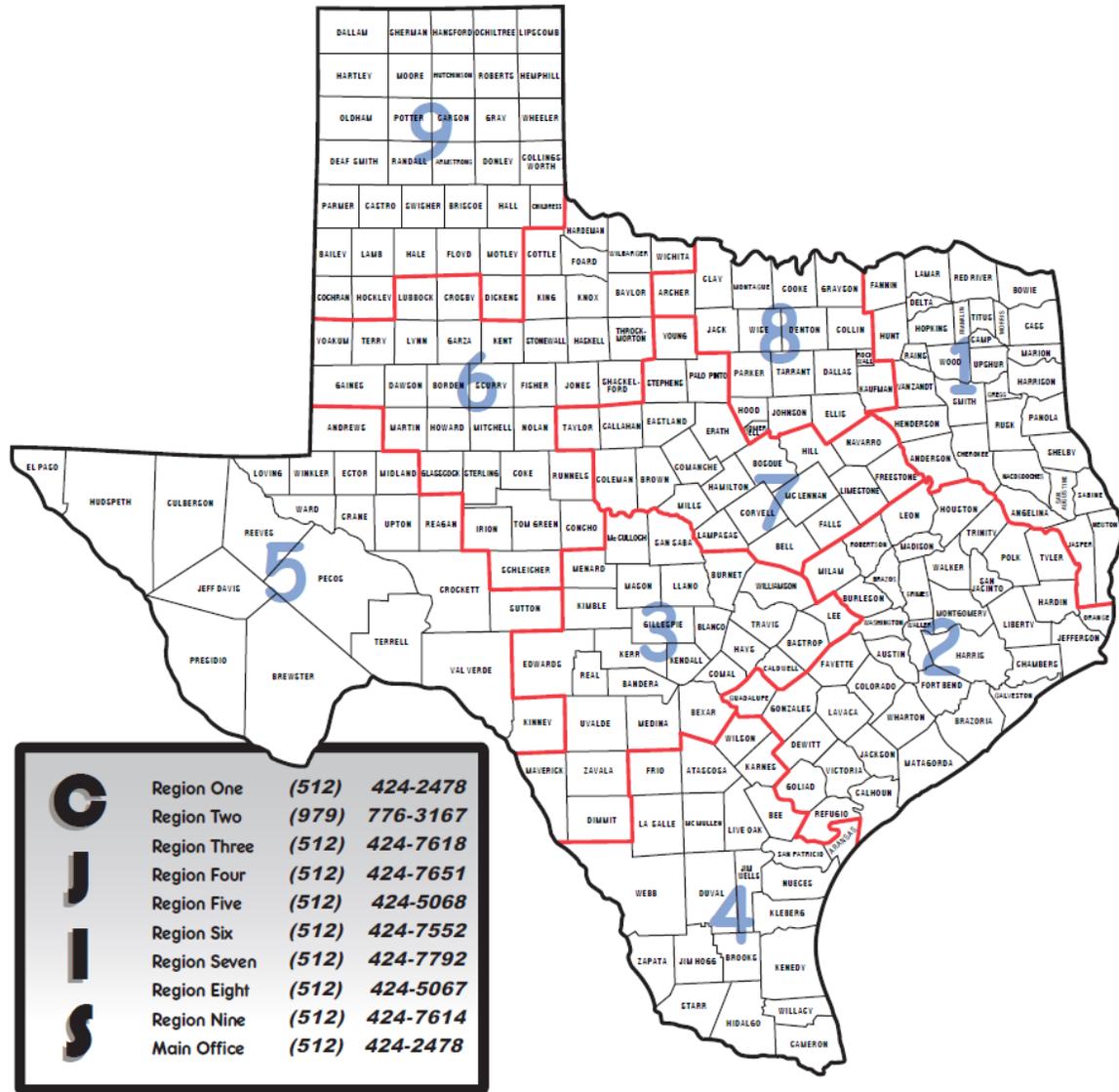
FINGERPRINT PROCESSING REPORT

January - March, 2015

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	187,637
Number of Transactions Submitted via Hard-Card	15,328
Total number of Criminal Transactions Submitted to AFIS	**202,965**

Applicant Transactions Submitted to AFIS

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

Number of Transactions Submitted Electronically	193,570
Number of Transactions Submitted via Hard-Card	8,161
Total number of Applicant Transactions Submitted to AFIS	**201,731**

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	**116**

Manually Processed Fingerprints

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

Criminal Cards (including TDC faxes)	682
Applicant Cards	967
Deceased (known and unknown)	1,132
Total number of Manually Processed Fingerprints	**2,781**

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	**3,253**

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	12,069,505	1,462,312	6,574,578	120,305	24,060	7,732,119
February	12,116,299	1478183	6,635,482	120,153	24,208	7,746,780
March	12,165,846	1,495,165	6,700,034	119,833	24,321	7,762,688
April						
May						
June						
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   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
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
Tina Saenz	Supervisor, CHIU	tina.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
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

James Ferguson	Manager	james.ferguson@dps.texas.gov	512-424-2260
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
Vacant	Evening Shift Supervisor, Fingerprints		512-424-5749
Sonseree Gibson	Evening Shift Supervisor, Fingerprints	sonseree.gibson@dps.texas.gov	512-424-5748
Louis Rocha	Midnight Shift Supervisor, Fingerprints	Louis.rocha@dps.texas.gov	512-424-2408
Cathleen McClain	Midnight Shift Supervisor, Fingerprints	cathleen.mcClain@dps.texas.gov	512-424-5248
Pat Molloy	Analyst, Fingerprints	patricia.molloy@dps.texas.gov	512-424-7026
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

Luz Dove	Manager	luz.dove@dps.texas.gov	512-424-7964
Margarete Perryman	TCIC Training Supervisor	margarete.perryman@dps.texas.gov	512-424-2982
Taffy Henson	TCIC Audit Supervisor	taffy.henson@dps.texas.gov	512-424-2897
Dennis Chaffin	TCIC Control Room Supervisor	dennis.chaffin@dps.texas.gov	512-424-2152

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
Tamika Ware	IBR Supervisor, UCR	tamika.ware@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