



CRIME STATISTICS NEWSLETTER

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Newsletter Announcement

TBI/CSU will not mail the quarterly TIBRS Newsletter until further notice. CSU has established a Listserv email system allowing us to better communicate with you via email. To ensure receipt of the electronic newsletter please send your email address updates to Jim.Purviance@tn.gov or Steven.Jancarek@tn.gov. Your email address will not be shared with anyone nor will it be displayed in the header of the email messages. All persons will be blind copied (Bc:) when the newsletter is emailed in PDF format.

Please feel free to share the electronic version of the TIBRS Newsletter with any member of your staff you feel will benefit from reading the contents.

ATTENTION

Please note that all TBI email addresses have changed. We are now using the extension @TN.GOV All of the names before the @ symbol have remained the same. Please see the last page of this newsletter to locate the updated CSU emailing list.

2009 Training Ended In August

Due to budget constraints the last TIBRS Review class was taught in Nashville on August 25, 2009. There is no training scheduled outside of Nashville for the remainder of the year, nor is there a 2009 TIBRS Conference scheduled. All agency RACs and CLEOs were notified via mail if they had a required training deficiency. Also, contact was made to all RAC's via telephone conversation, message or voice mail.

If you have any training questions or concerns please contact either Dale King or Steven Jancarek. All contact information is available on the last page of this newsletter.

Training dates for 2010 will be finalized late fourth quarter of 2009. Please visit the TBI homepage for updates.

**Be Watching Your Inbox For The
Yearly Population Request For
Our Publications**

Tennessee Fusion System Update

Over 350 agencies have access to the Tennessee Fusion System. Over 300 agencies have been transitioned from the TBI TIBRS software to the web based TnCOP product. We hope to resume the TnCOP installations very soon and complete the process of moving agencies from the old TBI TIBRS software.

College TnCOP Migration Update

We are still waiting on the portion of the system that will allow colleges and universities to block the viewing of student identifiers for compliance with the Family Education Rights and Privacy Act. (FERPA). We do not have a target date for the implementation of that portion of the system. We do have an alternative option until the data filters are in place. A college or university may be cut over to the new system and comply with FERPA by not entering any real student identifiers in either the data fields or the narrative. Please contact your LEIC for more information.

Audit Findings, Corrections and Verifications

Your LEIC will mail reports after a quality assurance review that contain findings and recommendations. A written response to TBI/CSU from your agency detailing the actions taken is required. Your agency should either make the recommended changes or note in the response if you disagree with the findings and recommendations. You have the option of contesting a finding. If your response states that you agree with the findings, we verify that changes have been made by your agency. If you have not made changes as your response states, a warning letter is sent to your agency. Failure to make the changes after stating they have been done is a violation of the TIBRS Rules.

CSU Releases School Violence Study

CSU released its first ever study dedicated to crime in Tennessee's schools. The study spans a three-year period between 2006 and 2008 and is based on the incident data submitted by law enforcement agencies. Two percent of total crime committed across the state or approximately 12,000 incidents per year during the study period occurred in schools. To view the study in its entirety go to www.tbi.state.tn.us and click on Crime Statistics then click Specialized Reports.

Where Did Those Incidents Come From

Remember TBI/CSU does not publish any crime statistics before each agency has the opportunity to verify and or correct the information that is being published. We will continue to mail six month statistics and year end statistics and ask that your agency verify the data. If your agency does not respond then we assume that all information is correct and publish the data. Your agency has access through www.tncrimeonline.com to monitor every report we use when compiling our publications. If you do not have access to this system or have lost your password please contact Jim Purviance or any member of CSU and we will set up your account in the system. Please take a moment to verify your data and do not wait until the media calls inquiring about your crime statistics.

QC Issues From Your LEIC

Your LEIC is your first point of contact when dealing with any TIBRS issues. Each LEIC is willing to help you in any way possible to ensure your data is accurate. From time to time the LEIC's will note a pattern in problems they are seeing across the state and chances are if a few agencies are encountering difficulties then you may be as well.

One problem they have noted is the rise in "Unknown" Bias Hate Crime. Please note you only use the "Unknown" identifier when you feel there is evidence of a hate crime but the investigation has not determined the group or bias the hate crime should be assigned to. Once the investigation determines the assignment please go back and edit the incident to denote the proper classification.

Another issue is the incorrect property entry for Credit Card Fraud (26B). You should never enter the credit card as the property. The property will be what was purchased with the stolen card and the theft of the card or number will be a separate reportable incident.

Changes at Your Agency

If there are any changes at your department relating to contact information, telephone number, fax, mailing address, email address, RAC or Chief Law Enforcement Officer please inform your LEIC as soon as possible.

All changes to the RAC and CLEO should be submitted on agency letterhead and signed by the CLEO. Please note the new MOU contact change information located on the next page.

RMS Administrator and RAC

TBI does not require the position of RAC and RMS Administrator be occupied by the same person. Two different persons can fill these positions. TBI requires a written letter on agency letterhead; signed by the CLEO be sent to TBI naming the person who will be the RAC. The form included with this newsletter (last page) should be used to report any changes of persons named on the MOU contact sheet. The MOU Contact Sheet is also available on the TBI website at www.tbi.state.tn.us. The form may be completed electronically and emailed back to TBI.

DO NOT RESUBMIT THIS FORM IF THERE ARE NO CHANGES TO THE STAFF LISTED IN THE MOU PREVIOUSLY SUBMITTED.

TnCOP Problems - How Do I Get Help

What steps do I take if I have a problem with the TnCOP program? You should complete the new form found on the TBI website and include detailed information about the issue. The completed form should be attached to an email and sent to TnCOP.helpdesk@tn.gov.

New Audit Finding

With the implementation of the Tennessee Fusion Center, the Consolidated Records Management System and TnCOP, the need for full descriptive narratives becomes even more important. Your LEIC is now looking for a detailed narrative to be entered into all record management systems including TnCOP. The narrative is one of the primary tools within the CRMS section of the system. A good solid descriptive narrative can make the difference that will help your agency as well as other law enforcement agencies solve crimes. If your narratives are not in place it will be noted in your next audit review.

Do You Want To Connect With Other RAC's

The TIBRS User Group has set up a MySpace page for the group. Meeting minutes and announcements will be posted on the page along with other useful information. To view the page you must have a MySpace account which is FREE. Use the email address listed below when making a request and please put which agency you represent. To find the page use the 'Find Friends' option search using this email: tibrsusers@yahoo.com. If you have any questions or comments please email Patrick Twele, TIBRS Users Group Vice President, at Patrick.Twele@memphistn.gov

Expungements and TIBRS Reporting

TIBRS incidents are not affected by court dispositions, including expungements. However, if you receive notice that a case has been expunged, the arrestee's name must be edited or deleted and all of the arrestee's personal identifiers must be deleted. We would prefer that the arrestee's name be edited as follows:

First Name: Case Last Name: Expunged

Editing the arrestee's name to "Unknown" or "Name Unknown" is also acceptable.

You will then need to ensure that the arrestee's name and personal identifiers are edited/deleted in ALL segments including the Offender, Arrestee, Narrative and any other segment(s) where the information may be stored. Examples of personal identifiers would be driver's license number, social security number, etc. Please do not edit the Race, Sex, or Date of Birth as this information may be shared by many persons and is not specific to the arrestee.

DO NOT delete the incident from TIBRS and do not edit the incident in any manner other than the arrestee's name and personal identifiers. An Expungement Order causes identifiers to be removed in TIBRS as well as the arrest information in the criminal history system. However, the incident still occurred and the record of that incident should remain in TIBRS with only the identifiers of the person named in the Expungement Order removed.

New QC Reports

There are several new Quality Control reports that have been added at the www.tncrimeonline.com admin site used by CSU staff. We plan to add those same reports to the law enforcement site once the reports are changed to work with the password and login required for agencies. We will be providing the reports to agencies on a monthly basis in the interim. Please review the reports and correct the issues as needed. By doing so you can prevent not only errors, but calls originating from the FBI asking for verification of some data. If you have any questions about the reports or if you have an idea for a QC report please call your LEIC. Please remember you have the capability to create customized reports in the system and save them for your own use.



**Check Your Email
Regularly for TIBRS
Related
Announcements**

West Tennessee LEIC- Jennifer Brooks (731) 984-6677
 FAX (731) 668-9769, 121 Executive Drive Jackson, TN
 38305 Email: Jennifer.Brooks@tn.gov

Middle Tennessee LEIC- Lynn Snoddy (615) 744-4016
 FAX (615) 744-4662, 901 R.S. Gass Boulevard, Nashville, TN
 37216 Email: Lynn.Snoddy@tn.gov

Benton	Gibson	Humphreys	Perry
Carroll	Hardeman	Lake	Shelby
Chester	Hardin	Lauderdale	Stewart
Crockett	Haywood	Lawrence	Tipton
Decatur	Henderson	Lewis	Wayne
Dickson	Henry	Madison	Weakley
Dyer	Hickman	McNairy	
Fayette	Houston	Obion	

Bedford	Franklin	Maury	Sumner
Bledsoe	Giles	Montgomery	Trousdale
Cannon	Grundy	Moore	Van Buren
Cheatham	Jackson	Putnam	Warren
Clay	Lincoln	Robertson	White
Coffee	Macon	Rutherford	Williamson
Davidson	Marion	Sequatchie	Wilson
DeKalb	Marshall	Smith	

East Tennessee LEIC- Jim Clabo (865) 549-7853
 FAX (865) 549-7811, 1792 Neals Commerce Lane
 Knoxville, TN 37914 Email: James.Clabo@tn.gov

TIBRS User Group Officers

Anderson	Grainger	Loudon	Roane
Blount	Greene	McMinn	Scott
Bradley	Hamblen	Meigs	Sevier
Campbell	Hamilton	Monroe	Sullivan
Carter	Hancock	Morgan	Unicoi
Claiborne	Hawkins	Overton	Union
Cocke	Jefferson	Pickett	Washington
Cumberland	Johnson	Polk	
Fentress	Knox	Rhea	

Rick Belcher President rbelcher@johnsoncitytn.org (423)-434-6125	Patrick Twele Vice President patrick.twele@memphistn.gov (901)-636-4893	Janet Brantley Sec./Treas janet.brantley@nashville.gov (615)-862-7309
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David Carter West Tenn. Rep dcarter@cityofjackson.net (731)-425-8400	Denise Urban Middle West Tenn. Rep durbam@robertsonsheriff.com (615)-382-6171	Lois Evans Middle East Tenn. Rep levansmcsd@aol.com (423)-942-2525
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Andee Woods East Tenn. Rep awoodsmcsd@yahoo.com (423)-442-3911	Lisa Lynch College/Univ. Rep Lisa.Lynch@volstate.edu (615)-230-3596
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TIBRS User Group Information www.tbi.state.tn.us/TIBRSUserGroup/usergrouphome.htm

NAME	TITLE	PHONE	E-MAIL	WORK HOURS
Jackie Vandercook	Statistics Assistant Director	(615)-744-4014	Jackie.Vandercook@tn.gov	7:00am - 3:30pm
Steven Jancarek	Statistical Analyst 4	(615)-744-4024	Steven.Jancarek@tn.gov	7:00am - 3:30pm
Jim Purviance	Statistical Analyst 3	(615)-744-4136	Jim.Purviance@tn.gov	M-Th 7:00a - 5:30p
Vacant	Statistical Analyst 2			
Jennifer Brooks	West Tennessee LEIC	(731)-984-6677	Jennifer.Brooks@tn.gov	M-Th 7:00a-5:30p
Lisa Capps	Quality Control LEIC	(615)-744-4030	Lisa.Capps@tn.gov	7:00am - 3:30pm
Jim Clabo	East Tennessee LEIC	(865) 549-7853	James.Clabo@tn.gov	7:00am - 3:30pm
Lynn Snoddy	Middle Tennessee LEIC	(615)-744-4016	Lynn.Snoddy@tn.gov	8:00a-4:30p
Dale King	Training LEIC	(615)-744-4026	Dale.King@tn.gov	7:00am - 3:30pm
Vacant	Training LEIC			
CSU	Fax Number	(615) - 744-4662		

TN Fusion System Agency Contact List – Update

Date:

Agency:

County:

ORI:

Phone:

Chief Operating Officer (This person will sign and enforce the spirit of the MOU).

Name

Phone

Mobile

Email

Agency Legal Counsel (This person will review and approve or recommend changes to the MOU)

Name

Phone

Mobile

Email

Information Systems Leader (This person has the best overall knowledge of the computer systems at your agency.)

Name

Phone

Mobile

Email

Network Leader (This person has an extensive knowledge of the networking capabilities within your facility.)

Name

Phone

Mobile

Email

RMS Administrator (This person has an intimate knowledge of the RMS () in your facility and currently provides administrative support for users of that system.)

Name

Phone

Mobile

Email

