



CJIS Support Center—TIBRS

October 2017 | Volume 22, Issue 10



Newsletter

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Deaths in Custody Online Deployment

Starting November 1st, agencies will have the ability to enter Deaths in Custody or death of an inmate reports using the new online *Crimeinsight* module developed as part of the new reporting system. This new utility will enable agencies to submit data on Deaths in Custody electronically. Reporting Deaths in Custody is mandated by TCA, 38-10-102. Please note, 2017 incidents that were previously submitted to TBI using the PDF form will be entered into the system by Ms. Yeselin Melendrez. Also, please note, your agency is still required to directly submit reports to the Federal government agency that is responsible for the national program. Currently, the Bureau of Justice Statistics (BJS) has the federal responsibility. This online web-entry will be an additional step to your agency's reporting procedures.

Officer Involved Shooting Data

Equally important, we are missing a lot of Officer Involved Shooting incidents for 2017. We advise your agency to ensure those incidents are included with your September data File. We hope to also be deploying a Use of Force web utility, however, the utility is still under construction. We will notify agencies via listerv once we obtain additional information regarding the Use of Force reporting system. If you have any questions concerning the new electronic deployments mentioned above, please contact Ms. Yeselin Melendrez phone at 615-744-4136 or by email at Yeselin.melendrez@tn.gov.



New TIBRS Repository

The new repository, housed in the new *Crimeinsight* portal, will require individual user accounts instead of an overall agency access login. This requirement applies to every agency regardless of whether your agency is using TnCOP or vendor software. The reason being, agencies will need access to the Crimeinsight portal to report the death of an inmate—a death in custody. As mentioned in numerous articles, the death of an inmate is not part of the TIBRS program and will never be included in your monthly data file submission.

TBI will be providing links to both systems before they are deployed to individual users at agencies. Additional information on the new system will be provided through the TIBRS listserv in October. If you have any questions concerning this information please email or call Ms. Melendrez or Steven Jancarek.

Why Do We Call Each Month?

Each month, after the 10th, the auditors run reports in TNCrimeOnline for both Group A and Group B incidents reported by agencies in their region. The auditor checks for data that is

- ⇒ lower than normal,
- ⇒ higher than normal, or
- ⇒ zero data submitted.

If your data meets one of these criterion, you will probably receive a phone call. Sometimes, the numbers are up or down due to an increase or decrease in crime. Other duties may pull you away from TIBRS causing you to fall behind. At times, you may just be overwhelmed with reports resulting in a backlog. At times, the auditor is told that *I thought we had until the 10th to get all the reports entered.* Any report entered after the 1st of the month will not show up until the next month's submission (TIBRS Newsletter, Volume 22, Issue 1, January 2017, *TIBRS Monthly Submission*).

We might call an agency that uses a vendor and be told their submission has been made, but TNCrimeOnline shows low to no data. When the agency checked, it was found that there was a “glitch” during their submission and only part or none of their data went through.

Our goal is to help make sure reports are entered in a timely manner so no one is rushing around at the end of the year making last minute entries trying to meet deadlines.



TIBRS Training Slide of the Month



Stolen/Recovered Property:

If you have a theft offense, you have to enter the *Stolen* property segment. If you recover the property, you must also enter the property as *Recovered*.

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Shoplifting Incidents

A common error found in Shoplifting incidents is the failure to add the recovery of property.

In many cases, the officers will recover the property in the parking lot of the store. However, they forget to add the recovery of property when entering the incident for TIBRS.



2017 TRAINING SCHEDULE

OCTOBER		
Tuesday, October 10	N-DEx	TBI Computer Classroom
Wednesday, October 11	TNCrimeOnline	TBI Computer Classroom
Tuesday, October 17	TIBRS Review	Training Room 1
NOVEMBER		
Wednesday, November 8	TNCrimeOnline	TBI Computer Classroom
Tuesday, November 21	Introduction to Data Collection	Training Room 1
Wednesday, November 22	TnCOP Software	TBI Computer Classroom
Tuesday, November 28	TIBRS Review	Training Room 1 & 2
DECEMBER		
Tuesday, December 12	Introduction to Data Collection	Training Room 1
Wednesday, December 13	TnCOP Software	TBI Computer Classroom
Tuesday, December 19	TIBRS Review	Training Room 1

To sign up for a TIBRS class please contact ZACK.FRISBEE@TN.GOV or MAG-GIE.HUENEKE@TN.GOV

Your email should include: First and last name of attendee(s); Agency ORI number; The date(s) you wish to attend.

Please note the following when signing up for classes:

- **TIBRS Overview & Report Writing** classes do not count toward initial or recertification training requirements for Reporting Agency Coordinators (RACs) or Alternate RACs.
- **TNCrimeOnline** classes do not count toward initial or recertification training requirements for Reporting Agency Coordinators (RACs) or Alternate RACs; however, due to the many advantages of using TNCrimeOnline, we highly recommend that RACs and Alt. RACs attend the classes if at all possible.
- **TnCOP Software** classes are for new users only due to limited seating.



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 NASHVILLE, TN 37216-2639
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CJIS SUPERVISOR TIBRS & N-DEx		
<i>Dale King</i>	<i>(615) 744-4026</i>	<i>Dale.King@tn.gov</i>
ADMINISTRATIVE ASSISTANT III		
<i>Cindy Gore</i>	<i>(615) 744-4298</i>	<i>Cindy.Gore@tn.gov</i>
CJIS SUPPORT SPECIALISTS		
<i>Steven Jancarek</i> <i>Data Analyst and Data Maintenance</i>	<i>(615) 744-4024</i>	<i>Steven.Jancarek@tn.gov</i>
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<i>Yeselin Melendrez</i> <i>Publications/Data Management</i>	<i>(615) 744-4136</i>	<i>Yeselin.Melendrez@tn.gov</i>
<i>Zack Frisbee</i> <i>TIBRS Lead Trainer</i>	<i>(615) 744-4214</i>	<i>Zack.Frisbee@tn.gov</i>
<i>Maggie Hueneke</i> <i>TIBRS Trainer</i>	<i>(615) 000-0000</i>	<i>Maggie.Hueneke@tn.gov</i>
<i>Debbie Lamb</i> <i>TIBRS Lead Auditor, East Tennessee</i>	<i>(865) 549-7853</i>	<i>Debbie.Lamb@tn.gov</i>
<i>VACANT</i> <i>TIBRS Auditor, Middle Tennessee</i>	<i>(615) 744-4290</i>	
<i>Randall Hendrix</i> <i>TIBRS Auditor, West Tennessee</i>	<i>(731) 984-6677</i>	<i>Randall.G.Hendrix@tn.gov</i>

TIBRS East Tennessee Representative	TIBRS Middle Tennessee Representative	TIBRS West Tennessee Representative
Debbie Lamb 1791 Neals Commerce Lane Knoxville, TN 37914 (865) 549-7853 FAX: (865) 549-7811 Debbie.Lamb@tn.gov	VACANT 901 R.S. Gass Blvd. Nashville, TN 37216 (615) 744-4290 FAX: (615) 744-4555	Randall Hendrix 121 Executive Drive Jackson, TN 38305 (731) 984-6677 FAX: (731) 668-9769 Randall.G.Hendrix@tn.gov



For issues concerning TnCOP or CRMS, please complete the Fusion Center Issue form (located on the TBI web site) and email to tncop.helpdesk@tn.gov
 For immediate TnCOP issues, call or send a text to 615-210-3726 (text messages are the preferred choice).

East Tennessee - Debbie Lamb
 (865) 549-7853 Fax (865) 549-7811
 1791 Neals Commerce Lane, Knoxville, TN 37914
 Email: Debbie.Lamb@tn.gov

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

Middle Tennessee - Vacant
 (615) 744-4290 FAX (615) 744-4555
 901 R.S. Gass Boulevard, Nashville, TN 37216
 Email:

Bedford	Grundy	Putnam	White
Cannon	Jackson	Robertson	Williamson
Cheatham	Lincoln	Rutherford	Wilson
Clay	Macon	Smith	
Coffee	Marshall	Sumner	
Davidson	Maury	Trousdale	
DeKalb	Moore	Van Buren	
Franklin	Morristown PD	Warren	

West Tennessee - Randall Hendrix
 (731) 984-6677 FAX (731) 668-9769
 121 Executive Park Drive, Jackson, TN 38305
 Email: Randall.G.Hendrix@tn.gov

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

TIBRS User Group Officers			
President	Patrick Twele	Memphis Police Department	patrick.twele@memphistn.gov
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Secretary/Treasurer	Vacant		
East Representative	Samantha Mclain	Knoxville Police Department	smclain@cityofknoxville.org
Middle East Representative	Billy Mason	Jasper Police Department	billymason@jasperpolice.com
Middle West Representative	Paige Jackson	Waynesboro Police Department	pjackson@cityofwaynesboro.org
West Representative	Amy Simcox	Memphis Police Department	amy.simcox@memphistn.gov
Colleges/Universities	Lisa Morris	Volunteer State Community College	lisa.morris@volstate.edu