



CJIS Support Center—TIBRS Newsletter

February 2018 | Volume 23 Issue 2



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2017 Data Verification

All data for 2017 Crime in Tennessee has been mailed to all colleges/ universities and law enforcement agencies in the state. Please review your data carefully. The data submission deadlines can be found on page 3 of this newsletter. Please remember—all Crime in Tennessee Review sheets should be reviewed for accuracy, signed by the agency administrator and faxed to the CJIS Support Center.

Please keep in mind, the CJIS Support does not have the capability to edit or delete incidents for you. All corrections will need to be made by you. You should note on the returned sheet if data corrections have been made or if the data was correct. Notification may prevent TBI from including a footnote on your Crime in Tennessee page in the report. Our recommendation is for all changes to be entered during February to ensure the data is included in your February data file which is due in March.

2017 Use of Force Data

The deadline for all **2017 Use of Force** incidents is on February 15, 2018. By law, your agency is required to enter a Use of Force report in the CrimeInsight portal for events that meet the reporting guidelines below.

1. When a fatality occurs connected to use of force by a law enforcement officer.
2. When there is a *serious bodily injury* to a person connected to use of force by a law enforcement officer.
3. When a firearm is discharged by law enforcement at or in a direction of a person that did not otherwise result in death or serious bodily injury.

The definition of *serious bodily injury* is based in part on 18 United States Code 2246 (4) and means “bodily injury that involves a substantial risk of death, unconsciousness, protected and obvious disfigurement or protracted loss or impairment of the function of a bodily member, organ, or mental faculty.”

Equally important, all 2018 incidents will need to be entered within 30 days of the occurrence. Agencies will eventually have the capability to edit Use of Force incidents. A listerv message will be sent out once that feature is enabled in the utility. Please contact Ms. Yeselin Melendrez for assistance.





2017 Deaths in Custody (DICRA)

The deadline for all **2017 Deaths in Custody**—deaths that occurred in prison or jail—are due by **February 15th**. If your agency had DICRA incident(s) in 2017, please begin making these entries in the CrimeInsight portal. As a friendly reminder, this is not part of your TIBRS monthly submission. Please contact Ms. Melendrez for assistance.

ZERO Report- 2018 Use of Force data.

Starting January 2018, agencies with zero use of force events will need to submit a monthly zero report by the 10th of each month. Agencies who are using their vendors for Use of Force incidents will need to upload a JSON zero report in the CrimeInsight Repository site. Vendors who are using the Use of Force Utility in CrimeInsight will need to generate and submit a report in the Utility.

If you have any questions about the reporting of a zero report for the month of January, please contact Ms. Melendrez.

Credit Card Fraud and Property

Numerous questions have recently come up about credit card fraud and what the property category would be. Per the TIBRS Manual, 13th Edition, Credit Card/Automatic Teller Machine Fraud (26B) is the unlawful use of a credit (or debit) card or automatic teller machine for fraudulent purposes (pg. 73). *This is not the theft of the card, but the use of the card.*

The property segment should not include the credit/debit card. The card itself would be stolen previously and included in the original incident. The property for the Credit Card/Automatic Teller Machine Fraud is the actual property that was purchased using the card or the money they obtained.

Let's take a look at two examples:

Jane Doe used a stolen credit card at department store to purchase bed linens, shampoo, DVDs, pants, and Cokes. For TIBRS, the property should be reported as Household Goods (bed linens), Consumable Goods (shampoo and Cokes), Recordings-Audio/Visual (DVDs), and Clothing/Furs (pants).

John Doe used a stolen credit card at an ATM to obtain \$250 cash. The property for this incident would be Money.

Please remember:

The Business or the Bank, whichever suffers the immediate loss, is the victim.

As always, if you have questions about the category of property, consult the TIBRS Manual 13th edition. If you still have questions about which category would be most descriptive, call or e-mail your TIBRS auditor.



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2018 Publication Schedule

| Date | Tentative Deadline |
|------------|--|
| 02/12/2018 | Final 2017 Crime on Campus data submissions |
| 02/15/2018 | Final 2017 Use of Force Data and Death in Custody Reporting Act (DICRA) Data Submissions Due |
| 03/09/2018 | 2017 Crime on Campus posted on Sharepoint for colleges/ universities |
| 03/12/2018 | Final 2017 Crime in Tennessee/Hate Crime/LEOKA data submissions due |
| 03/15/2018 | 2017 Crime on Campus Release |
| 03/24/2018 | 2017 Use of Force and DICRA posted on Sharepoint |
| 03/31/2018 | 2017 Use of Force and DICRA release |
| 04/06/2018 | 2017 Crime in Tennessee posted on Sharepoint for agencies |
| 04/13/2018 | 2017 Crime in Tennessee release |
| 04/27/2017 | 2017 Hate Crime/LEOKA release |
| 05/11/2017 | 2017 School Crime report release |
| 06/08/201/ | 2017 Domestic Violence release |
| 07/27/2018 | 2017 Six Month data review for Crime in Tennessee/Hate Crime/ LEOKA for agencies to review |

TIBRS TRAINING

If you have signed up for a TIBRS class, but are unable to attend, please contact Zack or Maggie via email as soon as possible. Many of our classes meet the maximum number of participants and are then marked "FULL" on the TBI web site. Once the class is full, we cannot add anyone else to the roster. Please refer to the next page for the training schedule.

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





2018 Training Schedule

Happy Valentine's Day from your TIBRS Trainers!

Just a friendly reminder about certification for the year:
 If you are a New RAC/ Alternate RAC, you will need to come to **Introduction to Data Collection** as well as **TnCOP Software** (if your agency uses TnCOP) or **TIBRS Review** (if your agency doesn't use TnCOP). We would also like to strongly recommend that you attend our new **RAC Orientation** class. This class will help you understand your duties as the RAC/Alternate RAC for your agency.

If you are a RAC/Alt. RAC who is looking to receive recertification for **TIBRS**, you will need to come to a **TIBRS Review** class or the **TIBRS Conference** (which will be held in September at Pigeon Forge). When signing up for a class, please e-mail Zack.Frisbee@tn.gov or Maggie.Hueneke@tn.gov. Be sure to include your name (first and last), your Agency ORI, date and location of the class you would like to attend.

| February 2018 | | |
|--------------------------------------|---------------------------------|------------------|
| Tuesday, February 6 th | Introduction to Data Collection | Jackson, TN |
| Wednesday, February 7 th | TIBRS Review | Jackson, TN |
| Tuesday, February 20 th | Introduction to Data Collection | TBI Headquarters |
| Wednesday, February 21 st | TIBRS Review | TBI Headquarters |
| Thursday, February 22 nd | NAC Orientation/N-DEX | TBI Headquarters |
| Tuesday, February | CrimeInsight | TBI Headquarters |
| March 2018 | | |
| Tuesday, March 6 th | Introduction to Data Collection | Harriman, TN |
| Wednesday, March 7 th | TIBRS Review | Harriman, TN |
| Tuesday, March 20 th | TIBRS Review | TBI Headquarters |
| Wednesday, March 21 st | Introduction to Data Collection | TBI Headquarters |
| Thursday, March 22 nd | TnCOP Software | TBI Headquarters |
| Tuesday, March 27 th | RAC Orientation/CrimeInsight | TBI Headquarters |
| April 2018 | | |
| Tuesday, April 3 rd | CrimeInsight | TBI Headquarters |
| Tuesday, April 10 th | Introduction to Data Collection | Jackson, TN |
| Wednesday, April 11 th | TIBRS Review | Jackson, TN |
| Tuesday, April 17 th | Introduction to Data Collection | TBI Headquarters |
| Wednesday, April 18 th | TnCOP Software | TBI Headquarters |
| Thursday, April 19 th | TIBRS Overview & Report Writing | TBI Headquarters |
| Tuesday, April 24 th | TIBRS Review | TBI Headquarters |





TIBRS TRAINING TIP: Simple assault vs. Aggravated Assault?

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SIMPLE ASSAULT

TIBRS DEFINITION

An unlawful physical attack by one person upon another where neither the offender has a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.



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AGGRAVATED ASSAULT

TIBRS DEFINITION

An unlawful physical attack by one person upon another wherein the offender uses a weapon or displays it in a threatening manner, or the victim suffers obvious severe or aggravated bodily injury, involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.



The difference between Simple and Aggravated Assault:

Simple Assault: The offender uses Personal Weapons only. The victim can suffer minor injuries or no injuries at all.

EXAMPLE: The offender slapped a man during an argument. The victim was uninjured. This would be reported to TIBRS as Simple Assault.

Aggravated Assault: The offender uses or displays a weapon that could cause severe injury. The victim may suffer no injury at all, a minor injury, or a severe injury. Examples of severe bodily injury include but are not limited to: broken bones, loss of teeth, possible internal injury, severe laceration or loss of consciousness. Cases involving Personal Weapons (hands, fists, feet, etc.) would require a severe injury.

EXAMPLE: The offender pulled a knife and threatened the victim with it. After a few minutes, cooler heads prevailed and the argument ended. The offender put his knife away and left the area. He did not use the knife, he just threatened to use it. This would be reported to TIBRS as Aggravated Assault. The victim was uninjured, but the offender displayed the knife in a threatening manner.





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

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| 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 | |

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| 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 |

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