



# CJIS Support Center—TIBRS Newsletter

September 2018 | Volume 23 Issue 9, P. 1

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## It's Conference Time

Has it been a year already? The CJIS team is eagerly waiting to see everyone again. We hope you are excited about our speaker line-up, as well as getting to meet TBI's new director. For the welcome session, Director David B. Rausch will say a few words. Later on, Captain Robert Hubbs from the Knox County Sheriff's Department will teach a segment on organized retail crime and how it relates to drug abuse. On day two, TBI's own Samera Zavaro will talk about forensics. Of course, we will classify some famous crimes and then play Jeopardy on the last day. See you there!



## Director's Academy

On August 24th, Ashley Anderson graduated from the Director's Academy—big congrats to her!

# Let's Celebrate!





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## 2018 Mid Year Review

The CJIS Support Center completed the 2018 TIBRS mid-year data review. All TIBRS contributing agencies should have received their data review page(s) via email. The data is based on incidents that occurred in 2018 that were submitted to the TIBRS program. *The mid-year review is for informational and verification purposes only.* The TBI will not be releasing this data in a published format to the public. The percentage change information is based upon the comparison between 2017 and 2018.

We request that each agency administrator email [Steven.Jancarek@tn.gov](mailto:Steven.Jancarek@tn.gov) or [Dale.King@tn.gov](mailto:Dale.King@tn.gov) to verify that all information has been reviewed and/or corrected. All corrections must be made by Friday, September 21, 2018.

 <p><b>Public</b></p> <p>View TIBRS Reporting Site View Theme Oriented Public Site (TOPS)</p>	<p><b>Law Enforcement Agency (LEA)</b></p> <p>View TIBRS Reporting Site View Repository Site</p> <p>View Use of Force/DICRA Reports (Coming Soon)</p>	 <p><b>Admin</b></p> <p>View TIBRS Reporting Site</p>
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## Accessing the CrimeInsight Portal

We advise that agencies use Firefox or Google Chrome to access CrimeInsight. As mentioned in previous newsletters, the site does not function correctly with Internet Explorer. Also, since your application contains your password, we advise that you save your application in a secured folder and refer to it when you forget your password. Your user name will always be in the following format:

**Tbi-ad\firstname.lastname**

As a courtesy, before you call the CJIS Support Center, we ask that you double check to see you are using the appropriate web browser and following the correct username format listed above. If you require further assistance, please call Steven or Yeselin for assistance. Their contact info is listed on page 5 of this newsletter.





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### CLEO/RAC/ALT. RAC CHANGE

Any time you have a new CLEO, RAC, or Alt. RAC notify the TBI as soon as possible. This will allow us to add your new persons's information to our system. This includes changes in name or email addresses. The TIBRS CLEO/RAC/Alt. RAC Change Form is located on the website. Go to <https://www.tn.gov/tbi/> "Law Enforcement Resources". Click on "TIBRS". Click on "TIBRS Forms". Click on "RAC/Alt. RAC Change" form. Also please be sure to submit a CrimeInsight application so that access can be granted to new staff members!

**REMINDER:** If your agency has a new CLEO, an MOU form will need to be completed and signed; otherwise, we will not be able to finalize the changes in our databases. MOU forms without a signature will not be accepted.

Please email this completed form to [Steven.Jancarek@tn.gov](mailto:Steven.Jancarek@tn.gov) or [Yeselin.melendrez@tn.gov](mailto:Yeselin.melendrez@tn.gov). You may also fax forms (615)744-4555. This will ensure your agency does not miss out on any crucial information updates.

### Welcome to Tennessee!

We'd like to take a moment to thank our out of state visitors this month. Representing the Colorado Bureau of Investigation, Darla Hackworth and Sandy Cluley came to our recent classes in Jackson. As you know, Tennessee has been participating in NIBRS since 1996. Some states are still transitioning to NIBRS and we want to assist them, whenever possible. Darla and Sandy attended the August 7<sup>th</sup> Introduction to Data Collection class and the August 8<sup>th</sup> TIBRS Review class.





## 2018 TIBRS Training

<b>September 2018</b>		
Wednesday, September 5 <sup>th</sup>	Introduction to Data Collection	TBI Headquarters
Thursday, September 6 <sup>th</sup>	TnCOP Software	TBI Headquarters
Monday, September 10 <sup>th</sup>	Annual TIBRS Conference	Pigeon Forge, TN
Tuesday, September 11 <sup>th</sup>	Annual TIBRS Conference	Pigeon Forge, TN
Wednesday, September 12 <sup>th</sup>	Annual TIBRS Conference	Pigeon Forge, TN
<b>October 2018</b>		
Tuesday, October 9 <sup>th</sup>	Introduction to Data Collection	Harriman, TN
Wednesday, October 10 <sup>th</sup>	TIBRS Review	Harriman, TN
Wednesday, October 17 <sup>th</sup>	TIBRS Overview & Report Writing	TBI Headquarters
Thursday, October 18 <sup>th</sup>	TIBRS Review	TBI Headquarters
Thursday, October 25 <sup>th</sup>	CrimeInsight	TBI Headquarters
<b>November 2018</b>		
Tuesday, November 6 <sup>th</sup>	NAC Orientation/N-DEX	TBI Headquarters
Wednesday, November 7 <sup>th</sup>	TIBRS Review	TBI Headquarters
Wednesday, November 14 <sup>th</sup>	Introduction to Data Collection	TBI Headquarters
Thursday, November 15 <sup>th</sup>	TnCOP Software	TBI Headquarters
Tuesday, November 27 <sup>th</sup>	RAC Orientation/CrimeInsight	TBI Headquarters
<b>December 2018</b>		
Tuesday, December 4 <sup>th</sup>	CrimeInsight	TBI Headquarters
Tuesday, December 11 <sup>th</sup>	Introduction to Data Collection	TBI Headquarters
Wednesday, December 12 <sup>th</sup>	TnCOP Software	TBI Headquarters
Tuesday, December 18 <sup>th</sup>	TIBRS Review	TBI Headquarters

### TIBRS Training—As a Friendly Reminder

- TIBRS Overview & Report Writing class does not count toward initial or recertification training requirements for Reporting Agency Coordinators (RACs) or Alternate RACs.
- CrimeInsight class does 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 class if at all possible.
- Due to limited seating, TnCOP Software classes are for new users only.





THAT GUILT SHALL  
NOT ESCAPE  
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SUFFER



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Vacant TIBRS Trainer	Vacant	Vacant

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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

**TIBRS User Group Officers**

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