



## **LEON COUNTY DATA REPORTING IMPROVEMENT PLAN**

### **Section I**

Chapter 60.10, Code of Criminal Procedure (CCP) creates provisions regarding a data reporting improvement plan applicable to a county that has an average disposition completeness percentage, including both juvenile and adult dispositions, of less than 90 percent. The statute requires the commissioner's court of such a county to establish a local data advisory board, as described by state law, not later than November 1, 2009. The bill sets forth the persons authorized and required to be included in such a local data advisory board. The statute requires a local data advisory board to prepare a data reporting improvement plan, in addition to other duties prescribed by law, and requires the plan to describe the manner in which the county intends to improve the county's disposition completeness percentage; ensure that the county takes the steps necessary for the county's average disposition completeness percentage to be equal to or greater than 90 percent in the first report DPS submits to certain state officers and agencies regarding local jurisdiction reporting on or after January 1, 2013; and include a comprehensive strategy by which the county will permanently maintain the county's disposition completeness percentage at or above 90 percent. The statute requires a local data advisory board established under the bill's provisions, not later than June 1, 2010, to submit to DPS the data reporting improvement plan

prepared for the county. DPS, on receipt of a data reporting improvement plan, is required to post the plan on the DPS Internet website. The statute authorizes the public safety director of DPS to adopt rules concerning the contents and form of a data reporting improvement plan.

Pursuant to Article 60.10, Texas Code of Criminal Procedure, the Leon County Local Data Advisory Board adopts this as the Data Reporting Improvement Plan. By resolution, the Leon County Commissioner's Court established this board to meet and generate a data reporting and improvement plan. Leon County's Data Advisory Board is committed to achieving and maintaining a disposition completeness percentage above 90%. The members of the advisory board pledge to cooperate in compiling the data required by law, forwarding the appropriate information to the correct county agencies, and reporting data to DPS. We will strive to provide a working environment of respect toward each member and recognize the merit of each individual.

## **Section II**

Whitney T. Smith – Leon County District Attorney – Committee Head

Becky Hines – Leon County District Attorney Office Administrator

Jim Witt – Leon County Attorney

Cassandra Noey – Leon County Attorney Administrative Assistant

Sheriff Jerry Wakefield – Leon County Sheriff

Brent Walter – Leon County Sheriff's Chief Deputy

Pam Alston – Leon County Sheriff's Office

Diane Oden Davis – Leon County District Clerk

Beverly Wilson – Leon County District Deputy Clerk

Carla McEachern – Leon County Clerk

Karen Robeson – Leon County Juvenile Probation Officer

Chief Lance Pavelka – Buffalo Police Department

If and when any member of the Data Advisory Board is not able to continue to serve, it will be the responsibility of the Board to appoint a replacement.

### **Section III**

Chapter 60, CCP places responsibility for reporting to CCH on several local criminal justice agencies. Currently, the process in Leon County starts with the Leon County Jail. When an individual is brought to the Leon County Jail for booking, a TRN is generated and the arrest information filled out, fingerprints are taken and this information is electronically transmitted to DPS. A court packet is then prepared, with the TRN included, and taken to the District Attorney or the County Attorney's office.

The District Attorney must decide to accept, reject, dismiss, change or add to felony charges. This information is then reported electronically to DPS at the time of indictment or dismissal. Copies of this information are then given to the District Clerk's office and held for disposition by the court. The District Clerk's office then reports the court disposition to DPS electronically. The County Attorney must decide to accept, reject, dismiss, change or add to misdemeanor charges. Current procedure in the County Attorney's office is to wait until final disposition before reporting to DPS.

Out of county arrests for in-county warrants are extremely frustrating at this point. The Leon County Jail does not receive fingerprint cards from out of county agencies to initially generate a TRN. Therefore we end up in court with defendants without a TRN.

#### **Section IV**

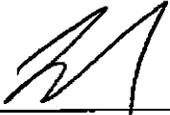
The main problem areas for Leon County concerning compliance with Chapter 60, CCP stem from **out of county arrests for in-county warrants**. It is impossible to report a TRN to DPS without fingerprints. Another problem concerning timeliness of reporting data to DPS could be the result of the County Attorney's office not reporting prosecutor information until court disposition is complete. Employee training is essential to achieve an accurate, flawless and precise accounting of data for reporting to DPS.

#### **Section V**

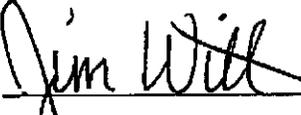
The goal of the Data Advisory Board is to provide whatever means it takes to ensure and maintain compliance in reporting. In the future, fingerprint cards will be kept in all courtrooms and an attempt made to fingerprint those defendants without fingerprint cards. The advisory board will investigate the possibility of acquiring portable electronic fingerprint equipment to have in the courtrooms to assure every fingerprint is in the system. The County Attorney's office will start reporting prosecutor information at the time a complaint and information or dismissal is done. Every local agency responsible for reporting data to DPS is obligated to make certain that their employees attend training seminars yearly to be aware of any and all updates with the DPS reporting system. The Data Advisory

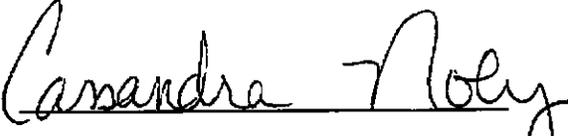
Board will meet once every quarter to keep abreast of any issues or problems concerning reporting data to DPS.

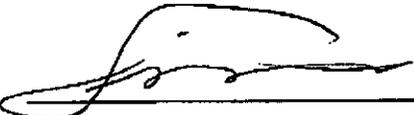
The undersigned members of the advisory board pledge to cooperate and communicate with one another to keep Leon County in compliance with the legislative requirements of Chapter 60, CCP.

  
\_\_\_\_\_  
Whitney T. Smith- Committee Head  
Leon Co. District Attorney

  
\_\_\_\_\_  
Becky Hines  
Leon Co. D. A. Office Administrator

  
\_\_\_\_\_  
Jim Witt  
Leon County Attorney

  
\_\_\_\_\_  
Cassandra Noey  
Leon Co. Attorney Admin. Assistant

  
\_\_\_\_\_  
Sheriff Jerry Wakefield  
Leon County Sheriff

  
\_\_\_\_\_  
Chief Deputy Brent Walters  
Leon County Sheriff's Office

Pam Alston

Pam Alston  
Leon County Sheriff's Office

Diane Oden Davis

Diane Oden Davis  
Leon County District Clerk

Beverly Wilson

Beverly Wilson  
Leon County District Deputy Clerk

Carla McEachern

Carla McEachern  
Leon County Clerk

Karen Robeson

Karen Robeson  
Leon County Juvenile Probation Officer

Chief Lance Pavelka

Chief Lance Pavelka  
Buffalo Police Department

5-21-10

Date Signed