

Texas Department of Public Safety CRNEWS

CRIME RECORDS DIVISION, Vol. 28, No. 4/Oct-Dec 2023

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Published by Texas DPS. Send
comments, suggestions, and mailing
list updates to Taylor Mohel at
anne.mohel@DPS.texas.gov.



Thank you for 25 years of service!

The Crime Records Division had three employees celebrate their induction into the Quarter Century Club. The commemorative ceremony took place on November 11, 2023.

Photos with Director Steven McCraw (from the top):

Support Specialist Mary Torres, Sex Offender Registry; Supervisor Maggie Walker, Training and Development Specialist; and QC Analyst Stuart Wolfe, Incident Based Reporting

Promotions:

Margarete Perryman was promoted to Manger over the Compliance and Training Bureau, Austin Jordan was promoted to TLETS Operations Supervisor, Amy Bailey was promoted to System and Analytics Supervisor in Incident Based Reporting Bureau (IBR), and Erica Brown was promoted to Program Supervisor V over the customer service team in IBR.



CRD BY THE NUMBERS

A look into 2023 stats in the Crime Records Division



Arrests Reported to the DPS

545,429

Adult arrests

36,701

Juvenile arrests

82,843

Total number
of reported DWI



Texas Law Enforcement Officers Killed and Assaulted

4

Officers killed
feloniously

6,147

Reported assaults
against officers

353

Individuals entered
into the Violent
Persons File (VPF)



Criminal History Records Information

933,605

Fingerprint Applicant
Services of Texas
transactions

361,431

Name-based (NB)
searches, criminal

2,527,599

NB searches, public

4,424,511

NB searches, non-
criminal



Multimodal Biometric Identification System

970,504

Tenprint criminal
transactions

985,462

Tenprint
non-criminal
transactions

**TCIC &
TLETS**

NCIC/TCIC queries:
98,994,471

TLETS transactions:
1,800,604,251

CRIME INFORMATION BUREAU (CIB)

TCIC Operations: Person Record Entry Names and Alias

All person record entries in the NCIC or TCIC databases must align with NCIC standards. The NCIC search algorithm automatically seeks various name variations, necessitating the exclusion of specific names from individuals' criminal histories. The primary record name should be the individual's true full name if known. Abbreviated or shortened versions of the name should not be included as AKAs.

NCIC Name Search Algorithm

- **NCIC Automatically searches all combinations of hyphenated last names.** This eliminates the need to enter each part as an AKA.

Example: An active entry exists with the name field set to "WILLIAMS-SMITH,JOHN," any search made on "WILLIAMS,JOHN;" "SMITH,JOHN;" "WILLIAMS-SMITH,JOHN;" "SMITH-WILLIAMS,JOHN;" "WILLIAMS SMITH,JOHN;" and "SMITH WILLIAMS,JOHN" will result in a positive HIT (assuming date of birth lines up)

- **Last names separated by a blank space:** The search algorithm compresses the surnames and removes the space. For non-hyphenated compound surnames, both last names should be entered individually, and the two names should also be reversed as AKAs

Example: for "WILLIAMS SMITH,JOHN," NCIC will search for matches based on "WILLIAMSSMITH,JOHN"

- **Last names separated by a "Y" and 2 spaces:** Again, the

Hyphenated-names, example:

QR (FBI)	QR (COLORADO)	QR (TEXAS)	IQ (COLORADO)
NAME		FBI NO.	INQUIRY DATE
GOMEZ-RODRIGUEZ, JUAN C		278397NC4	2024/01/06
SEX	RACE	BIRTH DATE	HEIGHT
M	W	1977/06/24	506
WEIGHT	EYES	HAIR	PHOTO
130	BRN	BLK	N
BIRTH	FINGERPRINTS		
MEXI	CLASS		
ALIAS NAMES			
GOMEZ-RODRIGUEZ, JUAN CARLOS		GOMEZ-RODRIGUEZ, JUAN	
GOMEZ-RODRIGUEZ, JUAN CARLOS			
OTHER SCARS-MARKS-			
BIRTH DATES		TATTOOS	
1987/06/24		TAT R LEG	
		MISC NUMBERS	
		AR-097829892	
		FN-1055271174	
IDENTIFICATION DATA UPDATED 2022/08/04			

Multiple last names separated by spaces only, example:

QR (FBI)	QR (CALIFORNIA)	IQ (CALIFORNIA)	EW
NAME		INQUIRY DATE	
FLORES, JULIO		24/01/09	
SEX	RACE	BIRTH DATE	HEIGHT
M	W	1980/07/10	506
WEIGHT	EYES	HAIR	PHOTO
180	BRO	BLK	N
ALIAS NAMES			
FLORES GOMEZ, JULIO CESAR		FLORES, JULIO CESAR	
SOCIAL SECURITY			
606-27-3660		MISC NUMBERS	
		AR-A077959045	
IDENTIFICATION DATA UPDATED 2023/05/11			

NCIC, Name Search, Next Page

TCIC Operations: Person Record Entry Names and Aliases, Cont. (CIB)

search algorithm compresses the surname and removes the spaces. Each surname component of the full name must be entered individually as a separate AKA. When each surname component is entered individually as an alias, the letter Y should not be entered.

Example: for "RODRIGUEZ Y GONZALEZ,JOSE," NCIC will search for matches based on "RODRIGUEZYGONZALEZ,JOSE"

- **Non-hyphenated compound surnames:** Both last names should be entered individually, and the two names should also be reversed as AKAs
- NCIC automatically includes familiar forms of proper names in its search algorithm. They should NOT be entered as AKAs.

Example: If the given name is entered as "SMITH,RICHARD," then each of the following shouldn't be entered "SMITH,RICH;" "SMITH,RIC;" "SMITH,RICH;" "SMITH,RICHD;" "SMITH,RICK;" "SMITH,RICKY;" or "SMITH,RITCHIE"

- **First Names with Different Spelling/Shortened Names:** The NCIC search algorithm will search for any character combination that follows the last name and first initial. For this reason, first names and middle

Example: Multiple last names separated by the letter Y

Using the example, the following two aliases would be appended to the base record: AKA/RODRIGUEZ, JOSE and AKA/GONZALEZ, JOSE

The screenshot shows a person record entry with the following fields and annotations:

- YQ** and **DW** columns are highlighted.
- MKE/WANTED PERSON**
- ADO/N**
- EXL/1 - FULL EXTRADITION**
- ORI/TX0000035 NAM/RODRIGUEZ Y GONZALEZ,JOSE** - Annotation: "Entry full name based on Criminal History, Driver's License and/or Warrant information available."
- DOB/19940402 HGT/601 WGT/190 EYE/BRO HAI/BLK**
- OFF/CARD GAME**
- DOW/20240109 OCA/TEST-ENT02**
- NOA/N**
- MIS/TEST ENTRY ONLY**
- DNA/N**
- ORI IS DEPT OF PUBLIC SAFETY**
- AKA/GONZALEZ, JOSE** - Annotation: "Per NCIC standards both of these aliases are required based on the primary name having 2 last names separated by a 'Y'"
- AKA/RODRIGUEZ, JOSE** - Annotation: "Per NCIC standards both of these aliases are required based on the primary name having 2 last names separated by a 'Y'"
- NIC/W010002736 DTE/20240109 2020 EST**
- ** TEST** THIS RESPONSE 1**
- MRI: 85041235 IN: NCIC 430335 AT 09JAN2024 19:21:01**

Example: Portion of entries where spelling matters

The screenshot shows a person record entry with the following fields and annotations:

- NAME**: EMERY, WILLIAM ROBERT KENNETH - Annotation: "This would be considered the subjects main name for any record entries."
- SEX RACE BIRTH DATE HEIGHT WEIGHT EYES HAIR PHOTO**: M W 1973/12/12 602 150 BLU BRO Y
- BIRTH PLACE**: NORTH CAROLINA
- ALIAS NAMES**:
 - EMERY, WILLIAM ROBERT
 - EMERY, BILLY ROBERT
 - EMERY, ROBERT
 - EMERY, WILLIAM JROBERT
 - EMERY, WILLIAM ROBERT
 - EMORY, ROBERT
 - EMORY, WILLIAM ROBERT
- OTHER**:
 - EMERY, BILL
 - EMERY, KENNETH
 - EMERY, WILLIAM
 - EMERY, WILLIAM KENNETH
 - EMERY, WILLIAM ROBERT K
 - EMORY, WILLIAM R
 - MORRIS, ALAN LANE

Annotations for the "OTHER" section:

- "These names aren't required since 'Bill' and 'Billy' are considered familiar forms of a proper name 'William'."
- "These aren't required since there is no difference in the last name or first initial"
- "This name isn't required, since it's a shorter version of one of the required names in the yellow boxes."
- "These names aren't required since 'Bill' and 'Billy' are considered familiar forms of a proper name 'William'."
- "This is required since it's a completely different name."
- "These names should be added since they have a different first initial. Both Robert aliases will be added since they have different last name spelling."
- "These names are required since the last name is spelled differently."

NCIC, Name Search, Next Page

TCIC Operations: Person Record Entry Names and Alias, Cont. (CIB)

names with different spelling are not required. The image on the previous page outlines the portion of name entries where spelling matters.

- **Last names with different spellings** should be included as alias in person record entries.
- **Names that exceed 30-character limit:** the initial(s) of the middle name(s) should be used rather than the full middle name(s).
- **Nickname format:** Nicknames can be entered in the AKA field for all person files. Enter the nickname as the surname followed by a comma (space after comma is optional), then an X (i.e., Peanut, X).

Example: Last names with different spellings and shortened names

NAME	DATE
ESPINOZA, JORGE	/09
SEX RACE BIRTH DATE HEIGHT WEIGHT EYES HAIR PHOTO	
M W 1994/10/04 511 150 BRO BRO N	
BIRTH PLACE	
TEXAS	
CLASS	
ALIAS NAMES	
ESPINOSA-MARTINEZ, JORGE	ESPINOSA-MARTINEZ, JORGE LUIS
ESPINOZA-MARTINEZ, JORGE LUIS	
MISC NUMBERS	
AR-206868035	
FN-1180250147	
IDENTIFICATION DATA UPDATED 2023/	

This name isn't required due to NCIC standards with hyphenated names. The NCIC search algorithm will cover for this name not being included on the entry.

This name isn't required due to it being a shortened version of the names in blue.

Both of these names will be included on any record entries due to the different spelling for "ESPINOZA/ESPINOSA". Either can be entered as the primary name, but the other name needs to be entered as an alias.

The standard for person information record entry is based on the NCIC Personal Descriptors Manual.

The manual can be accessed by all through the nexTEST Launch Pad: [CJIS Launch Pad \(texas.gov\)](https://www.cjis.texas.gov/)

Click "NCIC Manuals" -> login using your OpenFox user ID/password -> click "NCIC Code Manual" -> Click the dropdown box, top left, and select "Personal Descriptor Codes."

TLETS Operations: User Request Forms & Terminal Control Reports (CIB)

For User Request Forms (URFs), send requests to TLETS@dps.texas.gov, using the latest updated URF. Processing can take up to 10 business days. For urgent matters, add "RUSH" or "URGENT" to the email subject line. Requests should be submitted as attached Word documents only (.doc or .docx), use password-protected files to safeguard user data.

For detailed instructions, refer to the New User Request form instructions available on nexTEST. Navigate to "Launch Pad," then select "CJIS Training" and "TAC Information." Provide your TLETS User ID and password for access. Administrators/TACs must include comments in the "info tab" when modifying TLETS user accounts in Configurator. This ensures DPS is informed of any changes made, aiding in issue resolution. Make sure your agency's TCR is up-to-date to avoid changes to your terminals. To request terminal updates, contact security.committee@dps.texas.gov, and for contact updates, use the TAC/Admin form and send it to TLETS@dps.texas.gov.

CIB YEAR-END REVIEW

TCIC

TCIC Operations, formerly known as “The Control Room,” operates 24/7 to quickly address entry errors, password resets, and confirmation requests. Here’s a snapshot of our key responsibilities:

- **Texas License Plate Reader Program (LPR):** This program aids in identifying stolen vehicles, detecting drug trafficking, locating missing persons, and supporting various investigations by using data collected from Automated License Plate Readers (ALPRs) and a daily updated stolen vehicle “hotlist.”
- **TxGang Administration:** TxGang is a platform for storing and sharing criminal intelligence on criminal street gangs in

Texas, supporting investigation, prosecution, and punishment efforts.

- **Crime Records Validations:** Ensuring accurate and updated records, we manage a website for agencies to validate TCIC and NCIC entries as required by various policies.
- **Offline Search Processing:** Offline search requests from law enforcement agencies, limited to ongoing criminal investigations and suspected system misuse, extending up to five years from processing.

We also provide support for LPR processing, assist in obtaining TxGang accounts, and conduct quality control checks on all TCIC and NCIC records entered by Texas law enforcement agencies.

- **Staffing and Improvements:** Recognizing the need for better service quality, we expanded our team, hiring 12 new analysts, three lead analysts, and two shift supervisors in recent years. This growth has allowed us to better meet operational demands and provide efficient support.

TLETS in the Spotlight

The Texas Law Enforcement Telecommunications System (TLETS) plays a pivotal role in public safety by providing fast and effective law enforcement response statewide. Among the highlights of the year was the promotion of Margarete Perryman, who transitioned from

her role as TLETS Program Supervisor to Crime Records Manager within the Compliance and Training Bureau. Stepping into Margarete’s shoes was Austin Jordan, a seasoned professional with over eight years of dedicated service to the DPS. TLETS facilitates seamless com-

munication and data exchange, enabling law enforcement agencies to coordinate efforts, share critical information, and respond promptly to emergencies. This not only strengthens the overall security infrastructure but also allows for a safer environment for communities

TLETS Operations, Next Page

TCIC 2023 Highlights

- Processed over 600 offline search requests
- Validated over 132,000 records in TCIC and NCIC, marking a 16.5% increase
- Trained more than 10 new analysts and supervisors, a 41% increase from the previous year

across Texas.

Throughout the year, TLETS Operations launched efforts to make life easier for local agencies. One stand-out project was the development of a terminal connection reporting (TCR) application, providing agencies with more accurate insights into their connections and permissions within the system. Additionally, TLETS addressed challenges related to distance broadcasting features, helping agencies better communicate with stations within a specified radius.

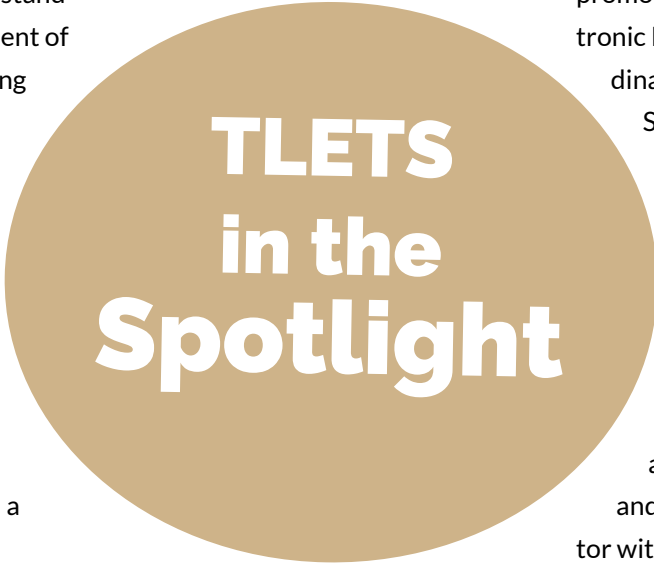
As TLETS Operations continues to evolve, its dedication to serving the needs of the law enforcement

community remains strong.

Austin Jordan

(Austin.Jordan@dps.texas.gov) was promoted from the Assistant Electronic Disposition Reporting Coordinator to the TLETS Program Supervisor.

Austin has been with DPS for more than eight years. Prior to his role as the TLETS Program Supervisor, he served DPS as a Customer Service Representative in the Driver License Division, as well as a CJIS Field Auditor and the Assistant EDR Coordinator within CRD.



CRIME RECORDS DIVISION PROJECT MANAGEMENT

Year-End Review

During the 88th Regular Legislative Session in 2023, the Crime Records Division (CRD) conducted expert analysis on 344 versions of House and Senate bills. Out of these, 36 were enacted into law.

One of the most significant bills for the division was HB 4123, an omnibus legislation

with the purpose of updating language for about 30 agencies to access criminal history record information from DPS and the FBI for licensing and employment purposes. FBI review of all statutory revisions is still pending. Other notable laws impacting operations include the establishment of an offender registry for individuals convicted of penal code violations constituting terrorism, the expansion of the state's intelligence system on criminal street gangs to include foreign terrorist

organizations, and the creation and publication of a free violent offender database accessible to the public. CRD also awarded a contract for the implementation of a modernized business and biometrics documentation management system to replace the current document management system. The new system will automate functions where possible and facilitate more efficient processing of biometrics and data. The transition to the new system is anticipated in the later part of 2024.

ACCESS & DISSEMINATION BUREAU (ADB)

Violent Offender Database & Family Violence and Stalking (HB 5202)

HB 5202 mandated the implementation of the Violent Offender Database – Family Violence and Stalking by January 1, 2024. Led by the Access & Dissemination Bureau, the project successfully launched the website for public access.

[Click here to visit the website.](#)

New to the ADB Team



Fingerprint Program Specialist Jordan Ontiveros

Jordan Ontiveros accepted the position of Fingerprint Program Specialist III with the Fingerprint Service Unit on November 1, 2023. Jordan has recently moved to San Marcos with his wife, where they enjoy creating art of different forms, exploring the surrounding trails, trying new restaurants, and relaxing on a movie night with their two cats.

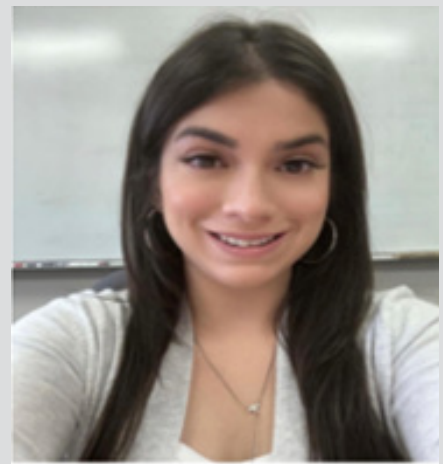


Image Archival Technician Mariah Cantu

Mariah Cantu began her position with the Image & Archive Unit on December 1, 2023. She was born and raised in South Austin. Mariah is a big Longhorn and Cowboys fan. She is a proud fur mom of an adorable Boston Terrier named Chito. Mariah loves the outdoors and spending time with her family.

ADB YEAR-END REVIEW

Omnibus Bill: ADB worked towards compliance with FBI access standards outlined in Public Law 92-544 by enacting HB 4123, an Omnibus Bill involving multiple state agencies. HB 4123 included:

- 139 pages
- 70 sections
- Involvement of 30 agencies
- Amendments to 44 existing statutes
- Creation of 19 new statutes
- Submission of 21 statutes to DPS for updated language
- Submission of 16 statutes to the FBI for review
- Five statutes in progress

FBI Audit: In June 2023, ADB underwent an FBI audit regarding non-criminal justice access to national criminal history record

ADB Year-End, Cont.

information (CHRI).

While compliant in many areas, there were compliance issues ADB had to address:

- Creation of user agreements and authorization forms for the National Child Protect Act (NCPA) by January 2024.
- Clarification and compliance adjustments regarding access to national CHRI under the Serve

America Act

- Updating Reason for Fingerprinting (RFP) procedures to align with federal statutes
- Ensuring agencies unsubscribe from records in the TX DPS Secure Site Clearinghouse within three business days, effective January 2024

2023 FAST Totals:

- Total Enrollment Centers: 211

- Public Enrollment Centers: 137
- EYO (Enroll Your Own- Non-public): 74
- Total printed year to date: 938,404
- Average Monthly Printed: 78,200
- Average Rejection rate: Less than 2%
 - i. FBI Rejects: 1.11%
 - ii. DPS Rejects: 0.05%

COMPUTER HISTORY RECORDS INFORMATION SYSTEM BUREAU (CHRIS)

The Error Resolution Unit (ERU) assists arresting/judicial agencies in correcting erroneous records while helping customers with Misuse of ID issues. The ERU contacts local arresting agencies to expunge victims' information from suspects' records. The unit also updates all records related to the National Instant Checks Systems (NICS), assisting federal and state law enforcement in determining whether firearm transfers to individuals are permissible, including compliance with the Bipartisan Safer Communities Act, which conducts checks for individuals under 21 seeking firearm transfers through a federal

firearms licensee. **In cases where someone's ID information has been fraudulently used, a declaration is utilized.** For instance, during a traffic stop, if an officer notifies the individual stopped about an active warrant, and the individual claims never to have been arrested, the officer may ask probing questions to ascertain if they are indeed the person in question. If it turns out that they are not, the individual should visit their local sheriff's office to file a report stating that their identity has been used without consent. The sheriff and the District/ County Attorney will conduct an investigation to verify the misuse of identity. Once confirmed, the

victim will complete a declaration form, provide a password, and undergo fingerprinting. This password serves as protection for the victim when interacting with law enforcement regarding identity misuse and is solely known to the victim. The victim, sheriff, and prosecutor will sign the declaration, and the sherriff's office will submit it to the ERU for processing. After processing, ERU will send a declaration letter along with a copy of the declaration and fingerprint card. The declaration is retained for a period of five years. Specialists are available on a rotating line (512-424-7256) and via email at Error.Resolution@dps.texas.gov.

CHRIS YEAR-END REVIEW

Electronic Data Reporting (EDR)

Chapter 66 of the Code of Criminal Procedure mandates criminal justice agencies to report information to the Computerized Criminal History (CCH) maintained by DPS, to be included in individuals' criminal histories. DPS provides various reporting methods for agencies, including paper forms and electronic submission. Agencies can electronically report either via batch upload of multiple records in one file or individual entries through a free, secure website. Chapters 411.052 and 411.0521

of the Government Code require courts to report qualifying mental health orders to the FBI NICS Indices, with DPS facilitating the reporting. DPS has created forms and means for courts to directly report mental health orders to the FBI NICS Indices via the same free, secure website. This website is available to criminal justice agencies statewide for reporting criminal history data to CCH and for courts to report data to the NICS Indices. It assists local agencies by offering a free,

electronic, and expedited means of adding information to criminal histories and/or the NICS Indices. Additionally, the website provides agencies with reports on their cases, submissions, and county compliance numbers and percentages, aiding in meeting the 90% compliance requirement for grant funding eligibility (Code of Criminal Procedure, Chapter 66.401 and 66.402). For general questions, contact CJISJJIS@dps.texas.gov, for batch file upload questions (vendor): GRP_CJIS_SITE@dps.texas.gov.

SEX OFFENDER UNIT (SOR) Year-End, CHRIS

The Texas Department of Public Safety's Sex Offender Registration Unit (SOR) maintains a secure website database for registered sex offenders. Data is provided to this database by law enforcement agencies statewide, enabling both local entities and the Department of Public Safety to utilize the registry for supervisory and investigative purposes effectively.

The database is accessible to the public through a public-facing webpage at <https://publicsite.dps.texas.gov/SexOffenderRegistry>, allowing individuals to stay informed about sex offenders residing in their communities. Individuals can also sign up for notifications for the purposes of maintaining personal safety and community awareness.

BIOMETRIC SERVICES BUREAU (BSB)

In April 2023, Texas DPS implemented the Multi-Modal Biometric Identification System (MBIS) Disaster Recovery (DR), the state's first full-functioning DR system. Using a mix of laptop workstations and virtual terminals, MBIS DR operates on an active-passive connection to shift the

Applicant back-end processing to the DR system, freeing up resources for faster processing on the primary system. The DR system features a near real-time sync to ensure data consistency between primary and DR systems. In case of a disaster, MBIS will remain fully operational for tenprint processing. The system

retains transactional information for up to 30 days for a seamless sync back to the primary system. Latent processing in DR Mode includes searches sent to the FBI and registration to the state-level unsolved latent database. For more details, email MBIS@dps.texas.gov.

INCIDENT-BASED REPORTING BUREAU (IBR)

The Law Enforcement Enterprise Portal (LEEP)

The Law Enforcement Enterprise Portal (LEEP) serves as a secure platform for law enforcement agencies, intelligence groups, and criminal justice entities to collaborate, utilize tools to bolster their cases, and exchange departmental documents. Several valuable services are accessible through LEEP, including:

- **N-DEx: The National Data Exchange (N-DEx System)** allows federal, state, local, and tribal criminal justice agencies to nationally share, search, link, and analyze investigative information across jurisdictional boundaries
- **NICS E-Check: The National Instant Criminal Background Check System Electronic Check (NICS E-Check)** provides law enforcement/criminal justice

agencies ability to conduct firearm background checks for authorized purposes.

- **Violent Criminal Apprehension Program (ViCAP):** ViCAP serves as a repository for behavioral and investigative information related to criteria such as homicides, sexual assaults, missing persons, and unidentified human remains cases.
- **JusticeConnect:** JusticeConnect is a criminal justice network facilitating real-time collaboration, information sharing, partnership development, and project management for federal, state, local, tribal, and territorial partners in a secure environment.
- **Virtual Command Center**

(VCC): The VCC is a secure common operating platform providing seamless, real-time situational awareness and critical information management.

- **FBI Virtual Academy (VA):** The FBI's enterprise training system grants access to all FBI training available to criminal justice and intelligence partners.

Additionally, LEEP offers over 40 more service providers.

The benefits of LEEP include:

- **Single sign-on:** Users can access multiple resources and services within LEEP using a single username and password.
- **Access:** Any authorized user from a federal, state, local, and tribal law enforcement agency that is an identity provider (IdP) can access LEEP.

LEEP Cont. (IBR)

- **Resources:** Users can develop cases, collaborate with internal and external agencies, and securely share sensitive documents. For the full list of LEEP service providers, visit: [LEEP Service Providers](#) To determine if your agency has a LEEP Agency Administrator (AA), enter your ORI [here](#) If your agency needs a LEEP AA, email LEEP@dps.texas.gov stating the need to establish one for your agency. Contact the LEEP program via email at LEEP@dps.texas.gov or call (512) 424-2091.

Crime in Texas Quarterly Reports Are on the Way!

Incident-based data submitted to the Uniform Crime Reporting program, now mandatory under Texas law, is soon accessible in a quarterly publication, expanding beyond the annual Crime in Texas (CIT) report. This quarterly release enables more real-time tracking and trending of crimes, empowering law enforcement to monitor crime in their jurisdictions effectively and raising public awareness. The report will cover crime rates and volumes for mandatory Uniform Crime Reporting categories including murder, rape, robbery, aggravated assault, burglary, larceny, motor vehicle theft, human trafficking, and arson. It will also include data on family violence, sexual assault, hate crimes, and crime categories based on MIPs (most in-population cities) throughout Texas.

IBR YEAR-END REVIEW

Since its inception in 2019, IBR has managed the **Texas Use of Force (UoF) program** through the FBI UoF portal on the Law Enforcement Electronic Portal (LEEP). This role involves overseeing user accounts, agency participation, and ensuring data quality for the national program. To adapt to changing needs, IBR deployed its DPS UoF portal, enabling DPS to streamline submission options, including bulk submissions (JSON and XML), while enhancing functionality for data quality, reporting, and features.

Once the DPS UoF portal was operational, IBR collaborated with the FBI to migrate all historical data and users from the FBI's LEEP/UoF to the new DPS portal. IBR also undertook the task of promoting the voluntary UoF program within Texas, achieving a milestone in 2023 with 100 local agencies actively submitting data. This collective effort represents approximately 50% of the state's law enforcement officers. **Collaboration remained central to IBR's mission**, evident through active participation in events such

as the IAPro Symposium, Texas Police Chief Association (TPCA) presentations in partnership with the FBI, and engagement with the annual Association of Uniform Crime Reporting Programs (ASUCRP) conference. **Uniform Crime Reporting (UCR) Program:** IBR produced mandated annual publications with timely releases. This included the Border Report, a collaborative effort with CHRIS bureaus, and the Crime in Texas (CIT) publication. CIT underwent thorough review and improvements before its early

IBR, Year-End, Next Page

Uniform Crime Reporting (UCR) Program (IBR Year-End Cont.)

release to the public.

Following the new contract award, IBR collaborated with our vendor to implement a new UCR Repository in May 2023. This system upgrade introduced:

1. XML submissions, facilitating data exchange between DPS and the FBI, as well as from local agencies to DPS via the Data Broker.
2. NIBRS manual entry portal, catering to smaller agencies that don't have a NIBRS-compliant record management system, thus enabling their participation in the UCR program.
3. Additional penal code sex offenses: Indecent Assault and another form of sexual assault re: donor material without consent.
4. Improvements to state-mandated sexual assault reporting

(Segment 9 v2023), aligning data fields with NIBRS codes to secure scalability for future needs, and incorporating additional fields for victim information (e.g., bias motivation).

5. Improvements to agency user accounts and roles to allow users to reset their passwords, agency administrators to manage local user access, and report refinement.

Despite being voluntary in the first part of 2023, the UCR program had a lot of participation, encompassing over 1,200 agencies representing over 99% of the Texas population in the first half of 2023.

The passage of House Bill 4879 during the 88th Legislative Session mandated NIBRS submissions to UCR, prompting IBR to focus on onboarding traditionally non-reporting agencies.

Quarterly user group meetings facilitated collaboration with local agencies to get a better perspective on the programs.

IBR underwent restructuring in 2023 to better align with

program goals and accommodate growth, including the creation of new leadership positions and promotions within the bureau.

National Data Exchange (NDEx):

Collaborative efforts with the FBI on the 'one XML file' concept aimed to streamline data sharing despite the complexities posed by differing business rules between N-DEx and NIBRS.

Promotions: Congratulations

to Amy Bailey and Erica Brown!

Amy was promoted to System and Analytics Supervisor, and Erica was promoted to Program Supervisor V over the customer service team.

COMPLIANCE & TRAINING BUREAU (CAT)

TCIC/TLETS Training

The TCIC/TLETS Training Unit is a team of experts who provide customized training for law enforcement and criminal justice agencies throughout the State of Texas. The courses offer assistance to the user community improving their skills, knowledge, and performance with the TLETS system. The TCIC/TLETS Training

Unit has a proven track record of delivering high-quality and effective training programs that meet the needs and expectations of TLETS users.

Courses Offered by TCIC/TLETS Training Unit:

- TCIC/TLETS Full Access (TCOLE #4802 - 24 hours)
- TCIC/TLETS Less Than Full

Access (TCOLE #4801 - 16 hours)

- TCIC/TLETS Mobile Access (TCOLE #4800 - 8 hours)
- TCIC/TLETS Peace Officer (TCOLE #3801 - 4 hours)
- TCIC/TLETS Peace Officer Online (No TCOLE Credit)
- TCIC/TLETS Criminal Justice Practitioner Online (No TCOLE

TCIC/TLETS, CAT, Next Page

TCIC/TLETS Training, Cont. (CAT)



Training and Audit team, from left: Raymond Trejo, Nina Steward, Jeffery Castille, Susan Whisenhunt, Melissa Walker, and Jeffery Hammonds

Credit)

- TCIC/TLETS Terminal Agency Coordinator (TAC) (TCOLE #3814 – 8 hours)
- TCIC/TLETS Agency Administrator (TCOLE #3803 – 2 hours)
- TCIC/TLETS Associate Trainer (TCOLE #4804 – 32 hours)
- TCIC/TLETS Associate Trainer

Recertification (TCOLE #4805 – 8 hours)

- Continuity of Care Online
 - TXGang (No TCOLE Credit)
- To access available and upcoming courses, log in to nexTEST with your Open Fox credentials and select the Classroom Training Registration tab. From there, you can filter and find the courses you

need. The “Other Training” tab provides a link to the Nlets training portal, which offers supplementary training information. Please note that CJIS online credentials are required to access the Nlets training portal.

The training unit welcomes feedback on how we can improve the courses and services we offer.

TCIC Audit (CAT)

The TCIC Audit unit ensures proper implementation and adherence to Texas and federal policies and statutes at the local level by conducting agency audits. These audits are conducted triennially for every terminal agency that operates workstations, access

devices, mobile data terminals, or personal/laptop computers. Our commitment is to keep agencies well-informed about these policies and statutes, providing tools and resources to ensure compliance with audit expectations. Audits are conducted both online

and onsite. On-site interviews include reviewing completed questionnaires, examining case files of requested records, reviewing criminal history queries from TLETS, and verifying completion of training to access criminal justice

TCIC Audit, Next Page

TCIC Audit (CAT)



Training and Audit team, back row, from left: Danna Garcia, Debra Hutson, Shelly Ramsey, Charles Folger, Amanda Hurtado, and Melanie McDermott; front row, from left: Alma Castillo, Yolanda Ortiz-Garcia, and Michelle Fisher

information. TCIC Audit resources and are available through the CJIS launchpad, offering sample guidelines, blank agency agreements, data forms, and more. For questions, please contact TCIC Audit (512) 424-2809 or TCIC.Audit@dps.texas.gov.

Administrative Message

Nlets' AM feature facilitates law enforcement communication between agencies. TCIC training: Less than Full Access and the Nlets wiki outline limitations

for this text character field. The DPS strongly advises adhering to a specific format for AM communications to maintain uniformity. The format consists of five components: Preamble, Address, Reference, Text, and Signature and Authority.

The preamble, includes agency name, reference number, and TX abbreviation, is required for sending AMs outside Texas.

The reference component identifies the subject of the message, such as "bank robbery."

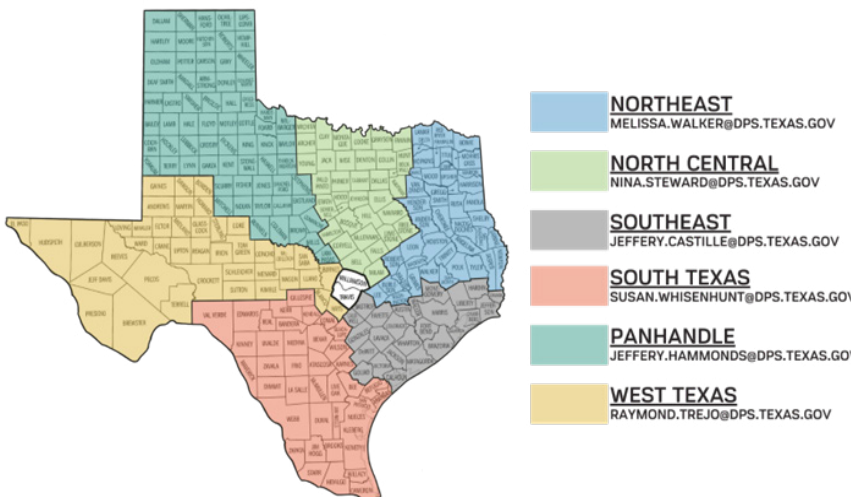
The text component contains concise and clear information, avoiding ambiguity and unnecessary details.

The fifth component, "Signature and Authority," includes agency name and operator initials.

For details, please see the TCIC Training Less Than Full Access handbook, [available here](#).

TCIC/TLETS Training, Who To Contact

Note: Travis and Williamson counties are handled by all TCIC/TLETS trainers.



CJIS Security Policy Section 5.2 requirements – Awareness Training (AT) (CAT)

Did you know that training is required for new users prior to accessing CJI and annually thereafter?

Did you know that users involved in any security event are required to take training within 30 days of the security event?

In 5.9.1, security awareness training was required within six months of initial assignment, and biennially thereafter.

Not anymore, the audit and sanction date requirements began on Oct. 1, 2023.

Security training is key to the human element of information security. All users with authorized

access to CJI should be made aware of their individual responsibilities and expected behavior when accessing CJI and the systems which process CJI. LASO's require enhanced training on the specific duties and responsibilities of those positions and the impact those positions have on the overall security of information systems.

AT-3 Role -Based Training: In AT-3, The conversion from the four (4) Levels to Role-Based training, which coincidentally has four (4) roles. So, we are not going to refer to them as Level 1, 2, 3, 4 anymore. Current Level 1 users will be set to "Individuals With Unescorted

Access to Secure Locations," current Level 2 and Level 3 users will be set to "General Users," and current Level 4 users will be set to "Privileged Users" (TAC's).

All current LASO's will be set to "Personnel with Security Responsibilities."

Questions? We're here to help! Contact your CJIS technical auditor or the CJIS Security Committee at security.committee@dps.texas.gov For SaaS Assessment, On-premise assessment process, and approvals for TLETS Interface please email CJIS.Assessments@dps.texas.gov

CJIS Technical Audit Checklist (CAT)

Under the Criminal Justice Information Service (CJIS) Security Policy provisions, the Texas Department of Public Safety (DPS) serves as the CJIS Systems Agency for the State of Texas. Our team of experienced and professional staff is responsible for auditing local agencies to ensure compliance with the technical aspects of the FBI CJIS Division's policies and regulations.

The following list of items and this checklist will need to be emailed to the auditor prior to the

agency's scheduled conference call, or the agency will be found non-compliant. Sample policies and editable versions are available [here](#).

Please make sure the agency modifies the sample policies for the agency's use.

Required documents checklist:

- Email a list of any CAD/RMS/ JMS/Livescan etc., which contains CJI (If the system contains FBI, SID, NIC#'s etc. in addition to PII, this would be considered CJI). Also include

information on where the data is stored – is this an on-site solution or a cloud solution.

- Awareness Training – AT-1 (Policies and Procedures) If this training is taken somewhere other than CJIS online, we will need verification of training. <https://www.cjisonline.com/>
- Incident Response Plan – IR-1 (Policies and Procedures)
- Access Control – AC-1 (Policies and Procedures)
- Personnel Sanctions
- Security Alerts & Advisories

CJIS Audit, Next Page

CJIS Technical Audit Checklist, Cont. (CAT)

policy. **If using a sample policy, please remove the line stating** “Below is a list of resource samples.....” and list only the alerts to which the agency is actually subscribed.

- A roster of employees with agency-issued credentials (ID cards, badges) or authorized personnel (third party vendors) allowed unescorted access into physically secure areas.
- Media Protection – MP-1 (policies and procedures)
- System Integrity - SI-1 (policies and procedures)
- Current Network Diagram (FIPS Certs., hosted agencies, livescan, backup location, etc)
- Physically Secure Location – policy listing security measures

in place making the agency a secure location.

- Standard Operating Procedures (SOP)
- Windows Updates / Anti-Virus / and Personal Firewall –

For all terminals that access/ provide access to/store and/or process CJI the agency must:

- Submit a report listing all applicable nodes are current with Windows Updates, Anti-Virus definition updates, and the Firewall is enabled on MDTs (if applicable)
- Email three screenshots of the nodes showing the above requirements are being met.
- In addition to the report and the screenshots above, the agency shall provide a letter/email from

either the Head of the Agency or the LASO stating the agency has verified all CJI nodes are current on Windows Updates, Anti-Virus definition updates, and if applicable, a local Firewall is enabled on the MDTs.

Required only if applicable:

- Any Security Addendums the agency may have with 3rd party vendors with access to CJI
- Event logging (5.4.1.1 & 5.4.1.1.1)
- Management Control Agreements for technical services
- MDT/MDC policy
- A MDT/mobile wireless device list containing (IMEI #, phone#, vendor)

Sex Offender Registraion Training (SOR) (CAT)

What to look forward to in 2024 in Sex Offender Registration (SOR) Training

Don't miss the opportunity to join the Crime Records Conferences in 2024. The Crime Records Division (CRD) is organizing these events in different locations to share the latest information and best practices for working with CRD. You will learn from subject matter

experts how to enhance your skills and knowledge in various areas. To find out more about the conferences and/or access some of the training material from our sessions from 2023, please click [here](#). We will keep you posted on these conferences soon.

Updated and expanded assortment of SOR classes:

We have a vision of delivering high-

quality classes that will expand the knowledge base and capabilities of our stakeholders. We are excited to share that we are currently updating our Sex Offender Registration Regional Training Class (8-hr TCOLE accredited). We are also working to add to our assortment of SOR classes to include more topics and issues that are pertinent and beneficial for

SOR, Next Page

SOR, Cont. (CAT)

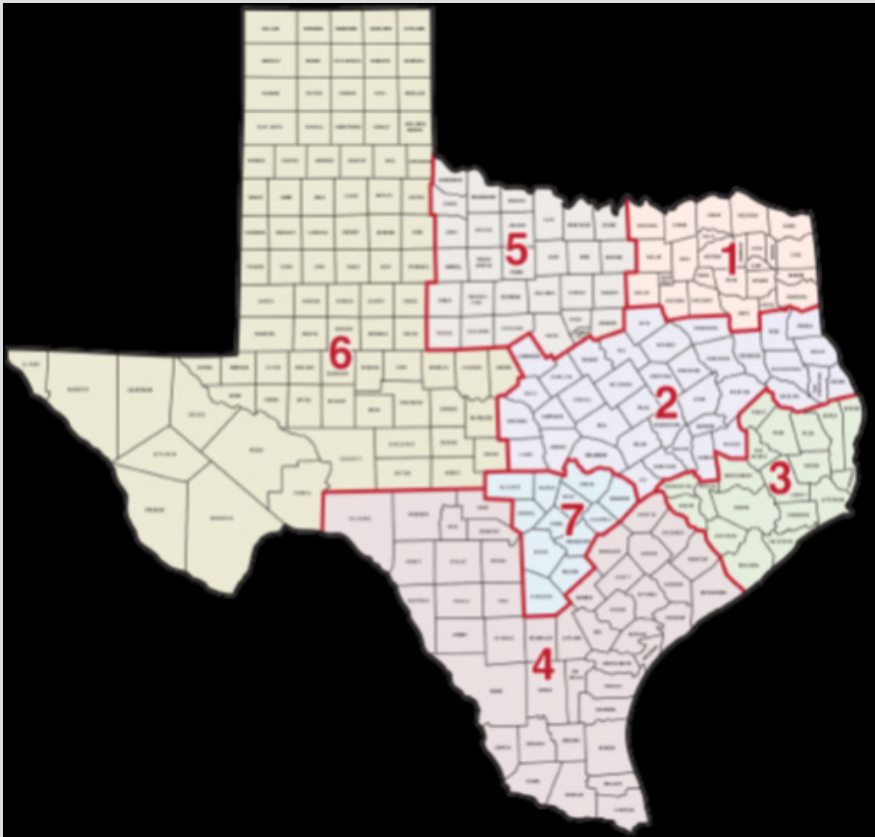
our agencies, but in a shorter time span.

Our regional field representatives can help you with any questions or needs related to the Texas SOR

Program, its forms and the SOR secure website. We offer in-person or online training that is tailored to your agency needs. We also have 8-hr TCOLE accredited classes on

sex offender registration and the Secure Site. To request or host a training session, please contact us using the information in the below section.

SOR, Who to Contact



Region 1: Tyon Cooper, (512)424-7615, Tyon.Cooper@dps.texas.gov

Region 2: Charles Francis, (512)424-2343, Charles.Francis@dps.texas.gov

Region 3: Barry Ives, (512)424-5835, Barry.Ives@dps.texas.gov

Region 4: Lindsey Simon, (512)424-7885, Lindsey.Simon@dps.texas.gov

Region 5: Irene Munoz, (512)424-7650, Irene.Munoz@dps.texas.gov

Region 6: Rodney Hall, (512)424-7552, Rodney.Hall@dps.texas.gov

Region 7: Mike Holm, (512)424-7892, Michael.Holm@dps.texas.gov

We can also be contacted through our main assistance line or email:

TxSOR@dps.texas.gov

Incident-Based Reporting Training and Compliance Team (CAT)

The Compliance and Training Incident Based Reporting Training and Development Specialists have completed the 2023 CRD conferences.

Legislation passed HB 4879 on Sept 1, 2023, mandating National Incident-Based Reporting (NIBRS).

Our team has been busy training all the new reporting agencies which have come on board to be in compliance with HB4879.

If you are not sure who your regional training and compliance trainer is, or if you have questions,

please send an email to NIBRS@dps.texas.gov, or call (512) 424-2091, and someone can assist you.

We will continue holding virtual trainings in 2024 and build upon those trainings. Monthly training announcements are sent out via email to the agency's NIBRS point of contact with available classes and dates so be on the lookout for that communication. Please share those announcements with staff within your department who would benefit from our virtual trainings. If you are not getting those announcements, or if you'd like more information about any of the trainings, email us at IBR.Training@dps.texas.gov.

Supervisor, Training and

Development Specialist, Maggie Walker was inducted into the Quarter Century Club: I got inducted into the DPS Quarter Century Club on Nov 10, 2023.

Of the 25 years I have worked at DPS, 24 years of those years have been working in Uniform Crime Reporting (UCR).

UCR has a very special place in my heart. I am so grateful for all to be a part of the DPS family.

I am proud to be serving the great citizens of Texas, loyally and efficiently, knowing my job makes a difference in many lives.

Working at DPS has molded me into the person I am, I've met some really great people and amazing mentors. (25-years photo, front page).



Molly Jane's Law

South Texas Trainer Jaimee Meyes (left) and Panhandle Trainer Alison Padula presented at the 2023 Texas Law Enforcement Records Association (TLERA) on October 11, 2023. They did an excellent job presenting on Molly Jane's Law and HB 4879.

The team provided details on these mandates and answered questions not only for Molly Jane's Law and the NIBRS mandate, but for many of the IBR programs upon request as well.

CRD DIRECTORY

CRD MANAGEMENT

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Luz Dove	Senior Director, CRD	luz.dove@dps.texas.gov	512-424-7964
Loann Garcia	Senior Director, CRD	loann.garcia@dps.texas.gov	512-424-2409
James Gore	Senior Director, CJIS ISO	james.gore@dps.texas.gov	512-424-7186

CRD Billing Unit

Jennifer Norton	Program Supervisor-Billing Unit	jennifer.norton@dps.texas.gov	512-424-2312
Lisa Garcia	CRS Billing Clerk	lisa.garcia@dps.texas.gov	512-424-2912
Tierra Heine	SOR/JJIS Forms and Fingerprint Card Supplies	tierra.heine@dps.texas.gov	512-424-2367
	crssupplyorder@dps.texas.gov	Fax order form to:	512-424-5599

COMPLIANCE AND TRAINING BUREAU

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Crystal Kaatz	TCIC Audit/Training Supervisor	crystal.kaatz@dps.texas.gov	512-424-7244
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Ryan McKenna	SOR Training Supervisor	ryan.mckenna@dps.texas.gov	512-424-7366
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NCJU Assistance		CJIS.Audit@dps.texas.gov	512-424-2474 (opt.3)
TCIC/TLETS Audit Assistance		TCIC.audit@dps.texas.gov	512-424-2809
TCIC/TLETS Training Assistance		TCIC.training@dps.texas.gov	512-424-2832
IBR Training Assistance		IBR.compliance@dps.texas.gov	512-424-2091
SOR Training Assistance		SOR.compliance@dps.texas.gov	512-424-2800
CJIS Security Assistance		security.committe@dps.texas.gov	512-424-5686

ACCESS & DISSEMINATION BUREAU

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Rochelle Torres	ADB Support Program Supervisor	rochelle.torres@dps.texas.gov	512-462-6171
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Linda "Michelle" Hammonds	Fingerprint Services Supervisor	michelle.hammonds@dps.texas.gov	512-424-5019
Assistance Line	Record Checks		512-424-5079
Assistance Line	Secure Site		512-424-2474

CRIMINAL HISTORY RECORD INFORMATION SERVICES BUREAU

Sheila Vasquez	Manager	sheila.vasquez@dps.texas.gov	512-424-2279
Brittany Chromcak	Supervisor, CCH Data Entry/Control Unit	brittany.chromcak@dps.texas.gov	512-424-7290
Kerrie Herrera	Evening Shift Supervisor, CCH Data Entry/Control	kerrie.herrera@dps.texas.gov	512-424-2473
Mitchell Odom	Crime Records Legal Expunction, Supervisor	mitchell.odom@dps.texas.gov	512-424-5838
Cassandra Richey	EDR Coordinator	cassandra.richey@dps.texas.gov	512-424-2479
Anna Gay	Assistant EDR Coordinator	anna.gay@dps.texas.gov	512-424-7585
Alan Sustaita	Support Operations Supervisor	alan.sustaita@dps.texas.gov	512-424-5682
Melody Hunt	SOR Program Supervisor	melody.hunt@dps.texas.gov	512-424-2714
Sex Offender Registration Assistance Line		txsor@dps.texas.gov	512-424-2800
Error Resolution Assistance Line			512-424-7256

BIOMETRIC SERVICES BUREAU

Stephen Bell	Manager	stephen.bell@dps.texas.gov	512-424-2078
Sandra Amaro	Day Biometric Shift Supervisor	sandra.amaro@dps.texas.gov	512-424-5748
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Jessica Carmona-Lara	Assistant Biometric Coordinator	jessica.carmona-lara@dps.texas.gov	512-424-2089
Cathleen McClain	MBIS Coordinator	cathleen.mcclain@dps.texas.gov	512-424-2456
24-hour Fingerprint Assistance Line			512-424-5248

CRIME INFORMATION BUREAU

Margarete Perryman	CR Manager	margarete.perryman@dps.texas.gov	512-424-7308
Austin Jordan	Program Supervisor VI	austin.jordan@dps.texas.gov	512-424-0911
Sarah Bates	TCIC Control Room Supervisor	sarah.bates@dps.texas.gov	512-424-2152
24-hour TCIC Control Room- ORI Requests/Updates, Offline Requests & TxGang		TCIC.operations@dps.texas.gov	512-424-2088
Operations Information Center (OIC)		OIC@dps.texas.gov	512-424-2139

INCIDENT BASED REPORTING BUREAU

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Vacant	IBR Program Specialist		

CRD Auditors and Trainers

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CJIS FIELD SUPPORT

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Orlando Gallegos	CJIS Auditor	Region 5	orlando.gallegos@dps.texas.gov	512-424-5539
Aaron Bonner	CJIS Auditor	Region 6	aaron.bonner@dps.texas.gov	512-424-5068
Anna Gay	CJIS Auditor	Region 7	anna.gay@dps.texas.gov	512-424-7552
Christopher Fiest	CJIS Auditor	Region 8	christopher.fiest@dps.texas.gov	512-424-7792
Kelsey Freeman	CJIS Auditor	Region 9	kelsey.freeman@dps.texas.gov	512-424-7953
CJIS Auditor Assistant Line				512-424-2478

NON-CRIMINAL JUSTICE UNIT

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Melissa Walker	TCIC/TLETS Training & Development		melissa.walker@dps.texas.gov	512-424-7309
Susan Whisenhunt	TCIC/TLETS Training & Development		susan.whisenhunt@dps.texas.gov	512-424-2233

INCIDENT BASED REPORTING TRAINING

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Valerie de Angeli	Training & Development	Region 4	valerie.deangeli@dps.texas.gov	512-424-2025
Alison Padula	Training & Development	Region 5	alison.padula@dps.texas.gov	512-483-0076
Alejandra "Alex" Martinez	Training & Development	Region 6	alejandra.martinez@dps.texas.gov	512-424-2911

SEX OFFENDER REGISTRATION TRAINING

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Barry Ives	Training & Development	Region 3	barry.ives@dps.texas.gov	512-424-5835
Lindsey Simon	Training & Development	Region 4	lindsey.simon@dps.texas.gov	512-424-7885
Irene Munoz	Training & Development	Region 5	irene.munoz@dps.texas.gov	512-424-7650
Michael Holm	Training & Development	Region 6	michael.holm@dps.texas.gov	512-424-7892
Rodney Hall	Training & Development	Region 7	Rodney.Hall@dps.texas.gov	512-424-7552

DPS IDENTIFICATION SUPPLIES ORDER FORM



DPS IDENTIFICATION SUPPLIES ORDER FORM

CR-12 (Rev. 1/2021)

TO: CRIME RECORDS DIVISION
 TEXAS DEPARTMENT OF PUBLIC SAFETY
 PO BOX 4143
 AUSTIN TX 78765-4143

Date: _____

Website address for FBI supply order: <https://forms.fbi.gov/cjis-fingerprinting-supply-requisition-form>

Please furnish the following supplies:

FORM NUMBER	DESCRIPTION	#PER PACKAGE	QUANTITY
CR-6	DPS Applicant Fingerprint Card*	250 per package	
CR-12	DPS Identification Supplies Order Form	100 per pad	
CR-23	Out of State Probation; Parole Supervision Fingerprint Card	single cards	
CR-26	Death Notice Form	100 per pad	
CR-42	Request for Criminal History Check	100 per pad	
CR-43	Adult Criminal History Reporting Form With Preprinted TRN and Fingerprint Card Attached*	100 per package	
CR-43	Adult Criminal History Reporting Form With Fingerprint Card Attached*	100 per package	
CR-43J	Juvenile Criminal History Reporting Form With Preprinted TRN and Fingerprint Card Attached*	100 per package	
CR-43J	Juvenile Criminal History Reporting Form With Fingerprint Card Attached*	100 per package	
CR-43P	Adult Probation Supervision Reporting Form With Preprinted TRN and Fingerprint Card Attached*	200 per package	
CR-43P	Adult Probation Supervision Reporting Form With Fingerprint Card Attached*	200 per package	
CR-44	Adult Supplemental Reporting Form	100 per package	
CR-44J	Juvenile Supplemental Reporting Form	100 per package	
CR-44S	Adult Supplemental Court Reporting Form	100 per pad	
CR-45	Adult DPS Fingerprint Card*	250 per package	
CR-45J	Juvenile DPS Fingerprint Card*	250 per package	
	Fingerprint Card Return Envelopes (For arresting agencies only)	100 per box	

*DPS does not pre-stamp the agency ORI on any fingerprint card
 +Overnight services are available at ordering agency's expense

AGENCY _____

STREET ADDRESS _____

NOTE: Please order minimum of three months supply.
 Please submit your order at least 4 weeks
 prior to depletion of your supplies.

CITY _____ STATE _____ ZIP _____

ATTENTION _____

NOTICE: Provide a complete shipping address.
 PO Boxes are acceptable.

PHONE # () _____

Direct questions concerning supply orders to (512) 424-2367
Fax# (512) 424-5599 • crssupplyorder@dps.texas.gov