

SOMERVELL COUNTY LOCAL DATA ADVISORY BOARD



DATA REPORTING IMPROVEMENT PLAN

CREATION OF BOARD

The Somervell County Local Data Advisory Board (hereinafter referred to the "Board") was created on November 2, 2009 by the Commissioners Court of Somervell County, Texas pursuant to Senate Bill 1061 which amended Chapter 60 of the Texas Code of Criminal Procedure. This Board was established due to the disposition completeness percentage of Somervell County being below 90 percent.

MEMBERS

In order to comply with Article 60.10 and 60.09(b), the Board consists of the following members: Jo Spurger, designee of the Sheriff of Somervell County; Honorable Paul Hable, Assistant District Attorney, designee of the District Attorney of Somervell County; Honorable Ron Hankins, County Attorney of Somervell County; Phyllis Wells, designee of the County Clerk of Somervell County; Clarece Busby, designee of the District Clerk of Somervell County; Buck Martin, City of Glen Rose Police Chief; Mark Woolverton, Director of Somervell County IT Department; and Lisa Tomlinson, Director of Somervell County Juvenile Services was appointed by the Juvenile Board.

DEFINITION OF ISSUES

After discussion and review, the Board has established the following problems that need to be addressed in order to meet compliance:

- 1) Cases remaining open are affecting the overall percentage for the county. Open cases includes the following:
 - a) Un-arrested bond forfeiture cases;
 - b) Un-arrested surety to withdraw cases;
 - c) Cases returned to the agency for additional information needed for prosecution;
 - d) Cases with no recorded disposition; and
 - e) Arrests made outside Somervell County for which Somervell County has not received a courtesy fingerprint card.
- 2) Arrests being made in Somervell County, and processed through the Somervell County Law Enforcement Center, are fingerprinted on the Identix fingerprint software imaging system. The following errors are affecting the overall percentage of the county:
 - a) The information submitted to Department of Public Safety (DPS) is directly linked with the software operating system for the county, Net Data. Any corrections appearing on Identix, are not always made on the Net Data server;
- 3) The following operator errors are affecting the overall percentage of the county:
 - a) Incorrect prosecutor action entered;
 - b) Duplicate charges entered into the system due to re-indictments, motions to revoke, or motions to adjudicate;
 - c) Incorrect offense code entered;

- d) Incorrect TRN/TRS entered;
 - e) Invalid class of offense entered;
 - f) Special characters added to the suspect's name that is not identifiable by DPS;
and
 - g) Invalid SID numbers entered.
- 4) Prosecutors' action from Somervell County must be mailed to Johnson County and re-entered into the NetData DA software at Johnson County for Somervell County Cases.

CORRECTION OF CURRENT ISSUES

In order to correct the above defined issues, the Board has established the following guidelines in order to raise the county's compliance rating:

- 1) An open case report will be printed by a designee of the Board on a quarterly basis and distributed to the District Clerk, District Attorney, County Clerk, County Attorney, Somervell County Sheriff, Somervell County Juvenile Services, and Glen Rose Police Department.
 - a) Each office or law enforcement agency will be responsible to review the open case report and determine which cases can be closed;
 - b) The District Attorney's office will review all unindicted cases within the District Attorney's office for status review every sixty (60) days;
 - c) The County Attorney and District Attorney's Offices will review all pending bond forfeiture and surety to withdraw cases and make a determination if the case remains pending or should be dismissed; and
 - d) The printing and forwarding of open case reports shall be done on a quarterly basis to begin no later than July 1, 2010.

- 2) The Somervell County Sheriff's Office will continue to quality control fingerprint records.
 - a) The Somervell County Sheriff's Office will designate an individual within the Sheriff's Office to review and correct any errors appearing on the report;
 - b) The information entered into the Identix system will be crossed checked on a weekly basis with the information entered into the Net Data system; and
 - c) After correction of any errors appearing between the two systems, the corrected CJIS forms will be mailed or electronic corrections will be made through the DPS website as appropriate.
 - d) All warrants issued will have a section added, in case of an out of county arrest, that states: Please forward fingerprints to: Somervell County Law Enforcement Center, Attn: Records, 750 E Gibbs Blvd, Glen Rose, Texas, 76043, 254-897-2242; and
 - e) If DPS has not received fingerprints, or fingerprints were rejected because of error, the Defendant will be fingerprinted upon arraignment, pre-trial, but no later than plea or sentence date.
- 3) The Board proposes access for the DA office to Somervell County DA software to eliminate dual entry and complete electronic CJIS reporting.

CONTINUATION OF PLAN IN ORDER TO MAINTAIN COMPLIANCE

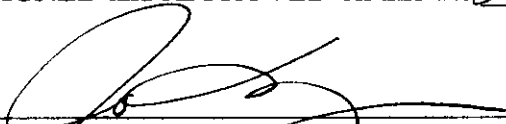
In order to permanently maintain the county's disposition completeness percentage at or above 90 percent, the Board further finds the following:

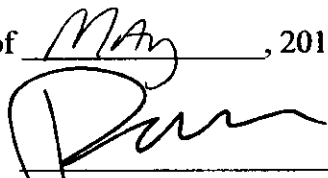
- 1) Once the county's disposition completeness percentage is at or above 90 percent, the Board will meet on a semi-annual basis or as needed throughout the year;


- 2) All error reports from 2006 to present date will be corrected by each office no later than January 1, 2012. If unable to correct an error, each office will make appropriate documentation and submit a letter stating reasons to the Board.
- 3) Each office will utilize the DPS website and Net Data system to run reports, check status of cases, and research reasons for errors as needed in order to maintain compliance.
- 4) The Board will run periodic compliance reports to ensure the county's percentage is at or above 90 percent; and
- 5) Each official or designee will report any changes or problems to the Board. The Board will determine what steps need to be taken in order to resolve the issue.


IT IS THEREFORE ORDERED, the above Data Reporting Improvement Plan is hereby agreed to and approved by all parties appointed on the Board as evidenced by their signatures below.


SIGNED and APPROVED on this the 27th day of May, 2010.



 Jo Spurger, designee of the Sheriff
 of Somervell County

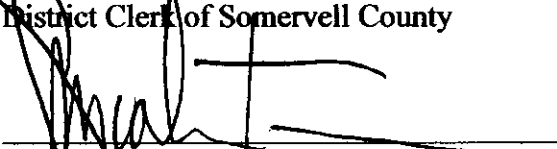

 Paul Hable, Assistant District Attorney,
 designee of the District Attorney of
 Somervell County

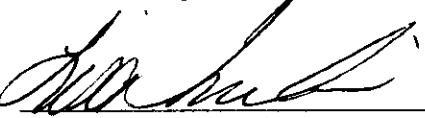

 Ron Hankins, County Attorney of Somervell
 County


 Buck Martin, Chief of Police
 City of Glen Rose


 Clarece Busby, designee of the
 District Clerk of Somervell County


 Phyllis Wells, designee
 of the County Clerk of Somervell County


 Mark Woolverton, Director of IT Department
 of Somervell County


 Lisa Tomlinson, Director Juvenile Services
 of Somervell County