

WOOD COUNTY DATA REPORTING IMPROVEMENT PLAN

LEGISLATIVE REQUIREMENTS

Pursuant to Article 60.10, Texas Code of Criminal Procedure, the Wood County Local Data Advisory Board adopts this as the Data Reporting Improvement Plan. The Wood County Commissioners Court established this board on October 30, 2009, to meet and establish a data reporting and improvement plan which would:

1. describe the manner in which the county intends to improve the county's disposition completeness percentage;
2. ensure that the county takes steps necessary for the county's average disposition completeness percentage to be equal to or greater than mandated by statute;
3. include a comprehensive strategy by which the county will permanently maintain the county's disposition completeness percentage at or above the percentage mandated by statute.

MISSION STATEMENT: Wood County Local Data Advisory Board will resolve any compliance issues within the time designated by Texas Department of Public Safety and amend this plan accordingly.

HISTORY: Chapter 60, Texas Code of Criminal Procedure (CCP) defines the Computerized Criminal History System (CCH) as the statewide repository for criminal history data reported to the Texas Department of Public Safety (DPS) by local criminal justice agencies in Texas. CCH is one component of the Texas Criminal Justice System Information System (CJIS). The other component of CJIS is the Corrections Tracking System (CTS) managed by the Texas Department of Criminal Justice (TDCJ).

COMPOSITION OF THE LOCAL ADVISORY BOARD MEMBERS

Chief Deputy Wes Criddle, Wood County Sheriff's Office*
Kevin Clanton, Wood County Jail Administrator
Carrie Hunt, Wood County Sheriff's Office
Deanna McCullah, Wood County District Attorney's Office*
Jenica Turner, Wood County District Clerk*
Brenda Taylor, Wood County Clerk*
Randy Parrish, Wood County Internet Technology Director*
Colin Kovic, Wood County CSCD
Wynona Adair, Wood County Juvenile CSCD
Chief Chuck Bittner, Mineola Police Department*
Chief Timmy Koonce, Alba Police Department
Miles Tucker, Quitman Police Department
Rod Hashaway, Winnsboro Police Department
Hawkins Police Department
Kari Perkins, Wood County Judge's Office

*Required by Texas Code of Criminal Procedures Article 60.10
Board members will be replaced by the Wood County Commissioners Court as necessary.

DATA TO INCLUDE IN CCH

Chapter 60, CCP requires that information on arrests, prosecutions and the disposition of the case for persons arrested for Class B misdemeanor or greater violation of Texas criminal statutes be included in CCH. The statute identifies many of the actual data elements. In addition, although not required by statute, CCH has traditionally included limited supervision data reported to DPS by TDCJ. Of special note is that Chapter 60, CCP creates an Incident Tracking Number (TRN) and Incident Tracking Suffix (TRS) as the keys for linking charges from arrest through adjudication. Use of the TRN and TRS ensures that the outcome of each arrest charge can be tracked through the system, but establishing this capability requires each reporting entity to be extremely careful in its management of cases to include and pass along the TRN and TRS.

LOCAL REPORTING RESPONSIBILITIES

Chapter 60, CCP establishes a flow of information at the local level that is required for successful CCH reporting from each county. The statute places responsibility for reporting to CCH on specific local criminal justice agencies, as follows:

Arresting Agencies: The police department or sheriff's department that arrests a person for a Class B misdemeanor or higher violation of a Texas statute is required by Chapter 60, CCP to report the event to DPS within seven (7) days. The report, if on paper, must be on the Criminal History Reporting form (CR-43) created by DPS. The report must include the arrested person's fingerprints, the TRN and other data required by statute. If available, electronic submission of the data is the preferred method. A critical component of successful reporting is cooperation within the county. A large part of that cooperation is each reporting agency passing the TRN and TRS to the next level. The arresting agency needs to send the TRN and TRS to the prosecutor, as indicated below.

Prosecutor: Chapter 60, CCP requires that any County Attorney, District Attorney or other prosecutor receiving class B misdemeanor or greater offenses must report to DPS the decision to accept, reject, change or add to the charge for trial. As with arresting agencies, prosecutors may report on paper or electronically, including the TRN as received from the arresting agency.

District and County Clerks: Chapter 60, CCP requires the District and County Clerks whose courts try class B misdemeanor or greater violations of Texas statutes must report the disposition of the case to DPS. The clerks are dependant upon receiving the TRN and TRS from the prosecutor. The reports may be reported on paper or electronically.

The members of the advisory board pledge to cooperate in compiling the data required by law forwarding the appropriate information to agencies in the county and the DPS. We also agree to communicate with one another any problems or discrepancies that occur in compiling the reports.