

Data Reporting Improvement Plan

Section I

Collin County created a local advisory board on October 15th 2009. The plan to improve disposition completeness was to modify the data entry programs to ensure that they allow only valid information per DPS standards before said data is transmitted to DPS.

Section II

The Collin County Local Advisory Board Members are as follows:

Tom Francis – Sheriff's designee
Misti Bilderback – District Attorney for District Courts
Tracie Tidwell – District Attorney for County Courts at Law
Kristy Littrell-Duty – District Clerk's designee
Kellie McClellan – County Clerk's designee
Glen Brashear – City of Plano Chief of Police designee
Joe Fierro – Information Technolgoy

If any member above is removed, the elected official and or department head will assign a replacement as soon as possible.

Section III

When a person is booked into the Jail Manager System, the Arrest Reporting is added to the Repository by the booking personnel. If the District Attorney receives CR-43 information for a person not booked in thru our Jail Manager System, the District Attorney enters the Arrest Reporting to the Repository.

If a person was booked into our Jail Manager System, the paper work flows into the District Attorney's area and they complete their section of the Prosecution Reporting in the Repository.

When the case is disposed, the Court Clerk completes their section of the Court Clerk Reporting in the Repository.

If the arrest is a Collin County Sheriff's arrest, we use the bank of TRN's provided to us by DPS. If the arrest is from another agency, we use the TRN on the CR-43 form that they must provide us with.

The Repository allows the District Attorney to add charges which follows the rules set forth by DPS.

The Repository allows the District Attorney to not accept or accept or change or add charges per rules set forth by DPS.

The out of county warrant charge is not recorded in the Repository.

When the person is returned to Collin County, the Repository is updated with the original TRN number.

The Repository is a relational database that allows for the charges to flow to the next proper level and once each level is sent to DPS, it is locked for the next agency.

The return file from DPS is used to generate a report showing any records that were rejected by DPS for the agency to correct and resend to DPS.

Section IV

The key issue that Collin County had was that the Repository did not provide for the validity of all data being sent to DPS. This was done by design back in 1994 when the vendor that initially wrote this application, in order to save time given the amount of the contract with them. The idea was that DPS was going to validate the data anyway and return it back with particular error, so why should we check for it also. This is the key reason why we had so many errors for Electronic Disposition Reporting.

Section V

We have modified all data entry programs to validate the data, per DPS standard requirements, before we submit it to DPS. We made this modifications in house late last year and we have been over 90% for all four months of this year.