

Dallam County Data Reporting Improvement Plan

Pursuant to Article 60.10, Texas Code of Criminal Procedure, the Dallam County Local Data Advisory Board adopts this as the Data Reporting Improvement Plan. By resolution dated November 9, 2009, the Dallam County Commissioner's Court established this board 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.

Chapter 60, Texas Code of Criminal Procedure (CCP) defines the Computerized Criminal History System (CCH) as the statewide repository of 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 Information System (CJIS). The other component of CJIS is the Corrections Tracking System (CTS) managed by the Texas Department of Criminal Justice (TDCJ).

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. Of special note is that Chapter 60, CCP creates an Incident Tracking Number (TRN) an Incident Tracking Number 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 the responsibility for reporting to CCH on specific local criminal justice agencies, as follows:

Arresting Agencies: The police department and sheriff's department that arrests a person for a Class B misdemeanor or higher violation of a Texas statute is required by Chapter 60, Code of Criminal Procedures to report that 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 arrest person's fingerprints, the TRN and other data required by statute. If available, electronic transmission 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 shall send the TRN and TRS to the prosecutor within seven (7) days.**

Prosecutor: Chapter 60, CCP requires that any County Attorney, District Attorney or other prosecutor receiving a class B misdemeanor or greater offense must report to DPS the decision to accept, reject, change or add to the charge for trial. As with the arresting agencies, prosecutors may report on paper or electronically, including the TRN as received from the arresting agency. **The prosecutor shall, when possible, maintain a 90 percent average of disposition of cases.**

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 to report the disposition of cases to DPS. The clerks are dependent upon receiving the TRN and TRS from the prosecutor. The reports may be reported on paper or electronically. **The County and District Clerk shall send all reports to DPS within seven (7) days. Further, the Clerk shall also monitor the county's average disposition completeness percentage online and report to the board members if the percentage drops below 90 percent.**

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

Dated this 20th day of May 2010.

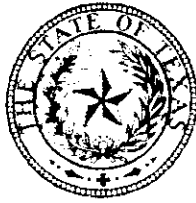


David D. Field
Dallam County Judge

Attest:



Terri Banks
Dallam County Clerk



OFFICE OF THE
COUNTY JUDGE
DALLAM COUNTY, TEXAS

DAVID D. FIELD
Dallam County Judge
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Resolution
Creation of the Dallam County Local Data Advisory Board

Whereas, Chapter 60, *Texas Code of Criminal Procedure* (CCP) defines the Computerized Criminal History System (CCH) as the statewide repository of 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 Information System (CJIS). The other component of CJIS is the Corrections Tracking System (CTS) managed by the Texas Department of Criminal Justice (TDCJ).

And, whereas, 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) an Incident Tracking Number 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 can be tracked through the system, but establishing this capability requires each reporting entity to be careful in its management of cases to include and pass along the TRN and TRS.

And, whereas, 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 and sheriff's department that arrests a person for a Class B misdemeanor or higher violation of a Texas statute is required by Chapter 60, Code of Criminal Procedures to report that 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 arrest person's fingerprints, the TRN and other data required by statute. If available, electronic transmission 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 a class B misdemeanor or greater offense must report to DPS the decision to accept, reject, change or add to the charge for trial. As with the 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 this case to DPS. The clerks are dependent upon receiving the TRN and TRS from the prosecutor. The reports may be reported on paper or electronically.

And, whereas, pursuant to Article 60.10, *Texas Code of Criminal Procedure*, the Dallam County Commissioners Court is required to create the Dallam County Local Data Advisory Board and charge that board with the creation of Dallam County's Data Reporting Improvement Plan.


Now, therefore, it is hereby resolved, that the Dallam County Commissioner's Court hereby creates and establishes the Dallam County Local Data Advisory Board established this board to meet and establish a data reporting and improvement place which will:

1. describe the manner in which the county tends 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.

It is further resolved that the following individuals are appointed to such board to represent the agencies identified below:


Dallam County Sheriff's Department:	Bruce Scott
Dallam County District Attorney:	David Green
Dallam County Attorney:	Jon King
Dallam County & District Clerk:	Terri Banks
Dalhart Police Department:	Tom Sanford
Dallam County Treasurer	Wes Ritchey
Dallam County Judge	David Field

Approved this 9th day of November, 2009



David Field
Dallam County Judge

Attest:



Terri Banks
Dallam County Clerk