

Data Reporting Improvement Plan

Section I

Legislative Requirement

Chapter 60.10, Code of Criminal Procedure (CCP) creates provisions regarding a data reporting improvement plan applicable to a county that has an average disposition completeness percentage, including both juvenile and adult dispositions, of less than 90 percent. The statute requires the commissioners court of such a county to establish a local data advisory board, as described by state law, not later than November 1, 2009. The bill sets forth the persons authorized and required to be included in such a local data advisory board. The statute requires a local data advisory board to prepare a data reporting improvement plan, in addition to other duties prescribed by law, and requires the plan to describe the manner in which the county intends to improve the county's disposition completeness percentage; ensure that the county takes the steps necessary for the county's average disposition completeness percentage to be equal to or greater than 90 percent in the first report DPS submits to certain state officers and agencies regarding local jurisdiction reporting on or after January 1, 2013; and include a comprehensive strategy by which the county will permanently maintain the county's disposition completeness percentage at or above 90 percent. The statute requires a local data advisory board established under the bill's provisions, not later than June 1, 2010, to submit to DPS the data reporting improvement plan prepared for the county. DPS, on receipt of a data reporting improvement plan, is required to post the plan on the DPS Internet website. The statute authorizes the public safety director of DPS to adopt rules concerning the contents and form of a data reporting improvement plan.

This section of the county's plan must acknowledge the above requirements and create a mission statement for the County's Data Advisory Board.

Section II

Composition of the Local Advisory Board Members

The board members must meet the requirement under Chapter 60.10, CCP:

Members - Sheriff of the county, or the sheriff's designee; an attorney who represents the state in the district courts of the county; an attorney who represents the state in the county courts of the county; the clerk for the district courts of the county, or the clerk's designee; the clerk for the county courts of the county, or the clerk's designee; the police chief of the municipality with the greatest population located in the county, or the chief's designee; a representative of the county's automated data processing services, if the county performs those services; and a representative of an entity with whom the county contracts for automated data processing services, if the county contracts for those services.

This section of the county's plan must name the members of the Data Advisory Board. The plan must also identify the process whereby members will be replaced, when necessary.

Section III

Detail current process that supports the Chapter 60 reporting requirements.

This area of the county's plan must detail the current process of the flow of information between the following entities:

Arrest Reporting to Repository
Arrest Reporting to Prosecutor
Prosecution Reporting to Repository
Prosecution Reporting to Court Clerk
Court Clerk Reporting to Repository

In addition to a general description, the plan must address the following Key Functions of the current flow of information within the county:

- How the DPS Incident Tracking Number (TRN) and Tracking Number Suffix (TRS) are introduced into and maintained throughout the flow of information
- How added charges are dealt with so that they receive an appropriate TRS and reported to the next county entity and to the DPS
- How charges disposed by the arresting agency or prosecutor are reported to the next county agency and to the DPS
- How persons arrested on out of county warrants are processed
- How persons arrested out of county on in-county warrants are processed
- How each agency ensures that all charges are reported to the next county agency and to the DPS

- For automated counties, how the DPS “Return File” is processed and used to enhance reporting

Section IV

Identify problem areas associated with compliance to Chapter 60 reporting requirements.

This area should include issues related to processing and submission of arrest, prosecution and court data, timeliness of reporting to each entity, system limitations, inconsistent use of quality control measures in the following areas:

Arrest Reporting to Repository
Arrest Reporting to Prosecutor
Prosecution Reporting to Repository
Prosecution Reporting to Court Clerk
Court Clerk Reporting to Repository

This section must specifically address problems associated with the Key Functions identified in Section III.

Section V

Provide a plan to address remediation of the problems identified in Section IV.

This area should include a detailed improvement plan, a timeline and a comprehensive strategy to maintain compliance in reporting. The strategy must include how the Key Functions will be added, if they are not currently being performed, or will be enhanced if they are identified as being part of the deficiencies within the current process.