



# CRIME STATISTICS NEWSLETTER

## Breaking News

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Due to anticipated budget constraints in funding to the TBI, CSU is canceling all regional training classes after June 30. Please note if you want to receive training in your area you **MUST** complete it by June 30 otherwise your only other option will be to attend training in Nashville at TBI headquarters.

Unfortunately the 2009 TIBRS Conference has been cancelled. Every effort will be made to restore the conference in 2010. If you normally receive your training hours at the conference you will need to attend training at a regional training class or at TBI Headquarters in Nashville. All RAC's are required to receive 8 hours of annual training. If you are a new RAC you must initially receive 16 hours of training. Please call one of the trainers for specifics in required classes for new RAC's. All contact numbers are listed on the last page of this newsletter.

Since there will be no 2009 TIBRS Conference all elected TIBRS Officers terms will be extended by one year.

### ATTENTION

**East Tennessee Agencies: LEIC Jim Clabo has relocated to the TBI Knoxville Field Office at 1792 Neals Commerce Lane, Knoxville, TN 37914 . His new phone number is 865-549-7853 and the fax number is 865-549-7811.**

### How Can I Find a Training Schedule

1. Type in TBI's website address: [www.tbi.state.tn.us](http://www.tbi.state.tn.us)
2. Click on "Training"
3. Click on "TIBRS"

### TnCOP Problems - How Do I Get Help

What steps do I take if I have a problem with the TnCOP program? You should send an email to: [tncop.helpdesk@state.tn.us](mailto:tncop.helpdesk@state.tn.us) . If you have a question about an incident please call your LEIC. You can email the Help Desk from ANY email client and ISP. There is NO email function in the TnCOP program.

**EAST - HARRIMAN**

0830 - 1630 EST

RSCC Theatre, Room O-101

Roane State Community College – Harriman, TN

<b>FEBRUARY</b>	
Thursday, February 5, 2009	Data Collection
Friday, February 6, 2009	Review
<b>APRIL</b>	
Thursday, April 2, 2009	Data Collection
Friday, April 3, 2009	Review
<b>JUNE</b>	
Thursday, June 4, 2009	Data Collection
Friday, June 5, 2009	Review

**WEST - WILDERSVILLE**

0830 - 1630 CST

Pin Oak Lodge, Conference Room

Natchez Trace State Park, Wildersville, TN

<b>FEBRUARY</b>	
Thursday, February 12, 2009	Data Collection
Friday, February 13, 2009	Review
<b>APRIL</b>	
Thursday, April 16, 2009	Data Collection
Friday, April 17, 2009	Review
<b>JUNE</b>	
Thursday, June 25, 2009	Data Collection
Friday, June 26, 2009	Review

PLEASE SCHEDULE YOUR TRAINING IN ADVANCE. MOST CLASSES FILL UP RAPIDLY. IF YOU "SHOW UP" AND ARE NOT SCHEDULED YOU MAY BE TURNED AWAY! PLEASE CALL DALE KING OR STEVEN JANCAREK TO SCHEDULE YOUR TRAINING.

**MIDDLE - NASHVILLE**

0830 - 1630 CST

Classrooms 1 and/or 2 or Computer Classroom, First Floor  
TBI Headquarters, Nashville**JANUARY THRU AUGUST, 2009****JANUARY**

Thursday, January 29, 2009 | Data Collection

Friday, January 30, 2009 | TnCOP Software

**FEBRUARY**

Tuesday, February 10, 2009 | TnCOP Software

Thursday, February 26, 2009 | Data Collection

Friday, February 27, 2009 | Review

**MARCH**

Wednesday, March 18, 2009 | Data Collection

Thursday, March 19, 2009 | TnCOP Software

**APRIL**

Thursday, April 23, 2009 | Review

Monday, April 27, 2009 | Data Collection

Tuesday, April 28, 2009 | Review

Friday, April 30, 2009 | TnCOP Software

**MAY**

Tuesday, May 19, 2009 | Data Collection

Wednesday, May 20, 2009 | TnCOP Software

**JUNE**

Wednesday, June 10, 2009 | Review

Thursday, June 11, 2009 | TnCOP Software

Monday, June 15, 2009 | Data Collection

Tuesday, June 16, 2009 | Review

**JULY**

Tuesday, July 14, 2009 | Data Collection

Wednesday, July 15, 2009 | TnCOP Software

**AUGUST**

Tuesday, August 4, 2009 | Data Collection

Wednesday, August 5, 2009 | Review

Tuesday, August 11, 2009 | TnCOP Software

## TnCOP Data Files

Beginning in January 2009, we will be loading your data to the statistics database from TnCOP each month. It is important to keep your data current. We will load your data into the statistics database for [www.TNCrimeonline.com](http://www.TNCrimeonline.com) as well as for the Crime in Tennessee publications and to send to the FBI. We will try to load the data by the fifth day of each month and it will include all entries and edits performed through the last day of the previous month. Your error report will be available to run by the 10th of each month as well as all other statistical information at [www.TNCrimeonline.com](http://www.TNCrimeonline.com). If you do not have an account for the site, please download and complete the password application form located at the website and follow the instructions for submitting the form.

## Crime In Tennessee Publication

All 2008 data should be entered by February 28, 2009 for inclusion in the annual Crime In Tennessee publication. We will send out preliminary data by March 15, 2009 and all changes should be entered into your software by March 31, 2009 and submitted as soon on April 1st if possible. .

## TIBRS User Group Is Now On MySpace

The TIBRS User Group has set up a MySpace page for the group. Meeting minutes and announcements will be posted on the page along with other useful information. To view the page you must have a MySpace account which is FREE. Use the email address listed below when making a request and please put which agency you represent. To find the page use the 'Find Friends' option search using this email: [tibrusers@yahoo.com](mailto:tibrusers@yahoo.com). If you have any questions or comments please email Patrick Twele, Vice President, at [Patrick.Twele@memphistn.gov](mailto:Patrick.Twele@memphistn.gov)

## Changes at Your Agency

If there are any changes at your department relating to contact information, telephone number, fax, mailing address, email address, RAC or Chief Law Enforcement Officer please inform your LEIC as soon as possible.

With the implementation of the TnCOP System requiring MOU's to be secured, signed and delivered to TBI **we require any changes to the position of Administrator be submitted to TBI - CSU Nashville immediately.** All changes should be made in writing from the Chief Law Enforcement Officer. The request must be on department letterhead and bear the signature of the CLEO. A faxed copy can be sent to TBI to expedite the change but an original copy should be mailed as well.

## Narrative, Narrative, Narrative

With the launch of TnCOP and the Tennessee Fusion System it is more important than ever to have a well written narrative included in your incident report. The narrative is the backbone of the incident supporting all other information entered. The narrative will help law enforcement visually see patterns and trends in crimes while providing a solid base to search for criminal activity. Be sure to include the small details such as: scars, marks and tattoos; weapons used or displayed, and any other descriptive information. If you leave the narrative section blank or severely incomplete, you will generate an error when your agency is audited. Below is an example of a good narrative and a bad one. You decide which describes each narrative, and yes, this is an actual narrative that was submitted and afterwards corrected.

- 1) Officer arrived on scene, store was robbed, money was taken, no one arrested.
- 2) Call received 1202 hours, Officer Doe arrived on scene 1210 hours. The store attendant advised a black male, early twenties displayed a small silver gun and demanded money. The suspect had a large dragon tattoo on the left side of his neck and was wearing black jeans, black shirt and a blue bandana was covering his face. He had a large skull earring in his left year. Video surveillance displayed the suspect fleeing in a late 90's model white Chevy two door car with TN tags.

Narrative number 2 provides more information. The information included could easily be searched by other law enforcement agencies. The small details are very important. If you were a detective trying to solve a rash of robberies which narrative would be most helpful?

## Emailed Communications

We need your email address! With the impending fiscal issues at hand we may not be able to print and mail newsletters or error reports after June 2009. Please take a moment and send an email to [jim.purviance@state.tn.us](mailto:jim.purviance@state.tn.us) and put Newsletter in the subject line. In the body of the email add your name and the name of your agency. Your email address will not be shared, sold or distributed to others. Your email address will only be used for TIBRS purposes. Feel free to add any other persons at your agency who could benefit from receiving the newsletter.

## TNCrimeonline.com System

For the agencies who have been cutover to TnCOP you will be able to view your current crime data in the [www.TNCrimeonline.com](http://www.TNCrimeonline.com) system in early January. All of the updates are in place and the final patch is scheduled to be released in the next few days. CSU encourages all agencies to review their crime stats on a regular basis. If you do not have access to the online system or you need your account reset please contact Jim Purviance for assistance.

**West Tennessee LEIC- Jennifer Brooks** (731) 984-6677  
 FAX (731) 668-9769, 121 Executive Drive Jackson, TN  
 38305 Email: Jennifer.Brooks@state.tn.us

**Middle Tennessee LEIC- Lynn Snoddy** (615) 744-4016  
 FAX (615) 744-4662, 901 R.S. Gass Boulevard, Nashville, TN  
 37216 Email: Lynn.Snoddy@state.tn.us

Benton	Gibson	Humphreys	Perry
Carroll	Hardeman	Lake	Shelby
Chester	Hardin	Lauderdale	Stewart
Crockett	Haywood	Lawrence	Tipton
Decatur	Henderson	Lewis	Wayne
Dickson	Henry	Madison	Weakley
Dyer	Hickman	McNairy	
Fayette	Houston	Obion	

Bedford	Franklin	Maury	Sumner
Bledsoe	Giles	Montgomery	Trousdale
Cannon	Grundy	Moore	Van Buren
Cheatham	Jackson	Putnam	Warren
Clay	Lincoln	Robertson	White
Coffee	Macon	Rutherford	Williamson
Davidson	Marion	Sequatchie	Wilson
DeKalb	Marshall	Smith	

**East Tennessee LEIC- Jim Clabo** (865) 549-7853  
 FAX (865) 549-7811, 1792 Neals Commerce Lane  
 Knoxville, TN 37914 Email: James.Clabo@state.tn.us

### TIBRS User Group Officers

Anderson	Grainger	Loudon	Roane
Blount	Greene	McMinn	Scott
Bradley	Hamblen	Meigs	Sevier
Campbell	Hamilton	Monroe	Sullivan
Carter	Hancock	Morgan	Unicoi
Claiborne	Hawkins	Overton	Union
Cocke	Jefferson	Pickett	Washington
Cumberland	Johnson	Polk	
Fentress	Knox	Rhea	

Rick Belcher President rbelcher@johnsoncitytn.org (423)-434-6125	Patrick Twele Vice President patrick.twele@memphistn.gov (901)-636-4893	Janet Brantley Sec./Treas janet.brantley@nashville.gov (615)-862-7309
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David Carter West Tenn. Rep dcarter@cityofjackson.net (731)-425-8400	Denise Urban Middle West Tenn. Rep durbam@robertsonsheriff.com (615)-382-6171	Lois Evans Middle East Tenn. Rep levansmcsd@aol.com (423)-942-2525
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Andee Woods East Tenn. Rep awoodsmcsd@yahoo.com (423)-442-3911	Lisa Lynch College/Univ. Rep Lisa.Lynch@volstate.edu (615)-230-3596
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### TIBRS User Group Information [www.tbi.state.tn.us/TIBRSUserGroup/usergrouphome.htm](http://www.tbi.state.tn.us/TIBRSUserGroup/usergrouphome.htm)

NAME	TITLE	PHONE	E-MAIL	WORK HOURS
Jackie Vandercook	Statistics Assistant Director	(615)-744-4014	<a href="mailto:Jackie.Vandercook@state.tn.us">Jackie.Vandercook@state.tn.us</a>	7:00am - 3:30pm
Steven Jancarek	Statistical Analyst 4	(615)-744-4024	<a href="mailto:Steven.Jancarek@state.tn.us">Steven.Jancarek@state.tn.us</a>	Tu-Fri 7:00a -5:30p
Jim Purviance	Statistical Analyst 3	(615)-744-4136	<a href="mailto:Jim.Purviance@state.tn.us">Jim.Purviance@state.tn.us</a>	M-Th 7:00a - 5:30p
Vacant	Statistical Analyst 2			
Jennifer Brooks	West Tennessee LEIC	(731)-984-6677	<a href="mailto:Jennifer.Brooks@state.tn.us">Jennifer.Brooks@state.tn.us</a>	M-Th 7:00a-5:30p
Lisa Capps	Quality Control LEIC	(615)-744-4030	<a href="mailto:Lisa.Capps@state.tn.us">Lisa.Capps@state.tn.us</a>	7:00am - 3:30pm
Jim Clabo	East Tennessee LEIC	(865) 549-7853	<a href="mailto:James.Clabo@state.tn.us">James.Clabo@state.tn.us</a>	7:00am - 3:30pm
Lynn Snoddy	Middle Tennessee LEIC	(615)-744-4016	<a href="mailto:Lynn.Snoddy@state.tn.us">Lynn.Snoddy@state.tn.us</a>	8:00a-4:30p
Dale King	Training LEIC	(615)-744-4026	<a href="mailto:Dale.King@state.tn.us">Dale.King@state.tn.us</a>	7:00am - 3:30pm
Vacant	Training LEIC			
CSU	Fax Number	(615) - 744-4662		

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