

TIBRS Newsletter

NEW CONSOLIDATED QUALITY CONTROL REPORTS

The CJIS Support Center is now sending out consolidated QC reports monthly. Many of you did not receive your reports in time to make changes last month. We understand that will happen on occasion. We will be patient with you, so please be patient with us as we adjust to the creation and dissemination of these reports. Please make your changes as soon as possible once the report is received. If the entry for the incident is correct, please let us know your agency will not make any changes. We will set the QC Flag in the database so the incident will not be included in the subsequent QC reports

We have received several questions concerning the incidents appearing under Aggravated Assault with Minor Injury and Personal Weapons. Most agencies have reported there is more than one weapon involved in the incident. The vendor is looking at the report in an effort to exclude incidents that have multiple weapons. **If your incident involves two or more weapon types and is an Aggravated Assault, please correct the injury type or offense classification.**

LEOKA information is included on the reports for you to verify and correct, if needed. Currently, all incidents involving a LEOKA will appear on your QC report. For incidents listed under 'Other ORI' – if the officer involved is YOUR officer, nothing should appear in the Other ORI field. **If the officer involved is your officer and nothing appears in the 'Other ORI' field, there is nothing for you to do.** If the information is NOT correct, please edit any information that is incorrect. If an officer is involved from another jurisdiction, the 'Other ORI' field must indicate a valid ORI.

As you make corrections for QC issues, the number of incidents showing on your report will decrease and we will know the corrections have been completed. We expect this report will reduce the number of outstanding issues currently on file.

NEW PASSWORD RESET FEATURE FOR TNCOP/CRMS/FUSION USERS

A new feature is now enabled in TnCOP/CRMS/Fusion that will allow users to retrieve a temporary password in the event the user's old password was lost or forgotten. If you forget your password and the Help Desk or your Agency Administrator re-sets it, please make sure you follow steps below:

- When prompted to answer the security questions, Do Not Cancel out of this step. Answer five simple security questions. (This must be done to enable the "Forgot Password" utility.)
- Once the security questions have been answered, if you forget your password click the "Forgot Password?" option on the main log in page and your security questions will be displayed.
- Answer the security questions correctly.
- After providing accurate responses to the security questions, a temporary password will be sent to the email associated with your account.

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NEW PASSWORD RESET FEATURE FOR TNCOP/CRMS/FUSION USERS CONTINUED...

Note:

When using the “Forgot Password?” utility, only four attempts are allowed to correctly answer the questions. Failure to provide correct responses to the security questions will result in your account being locked. A locked account can only be unlocked by an Agency Administrator or the Help Desk.

If an Agency Administrator or the Help Desk has to reset your password, responses to security questions will be set to blanks. The user must provide answers to the security questions to use the “Forgot Password?” option.

2016 PUBLICATION SCHEDULE AND DATA DEADLINES

| Date | Tentative Deadline |
|------------|---|
| 01/11/2016 | Preliminary 2015 Data Submissions due |
| 01/20/2016 | Preliminary 2015 Crime on Campus data to Colleges/Universities for review |
| 1/27/2016 | Preliminary 2015 Crime in Tennessee/Hate Crime/LEOKA data to agencies for review |
| 02/10/2016 | Final 2015 Crime on Campus data submissions due |
| 03/08/2016 | 2015 Crime on Campus posted on SharePoint for colleges/universities |
| 03/10/2016 | Final 2015 Crime in Tennessee/Hate Crime/LEOKA data submissions due |
| 03/15/2016 | 2015 Crime on Campus release |
| 04/06/2016 | 2015 Crime in Tennessee posted on SharePoint for agencies |
| 04/13/2016 | 2015 Crime in Tennessee release |
| 04/27/2016 | 2015 Hate Crime/LEOKA release |
| 05/11/2016 | 2015 School Crime report release |
| 06/08/2016 | 2015 Domestic Violence release |
| 07/27/2016 | 2016 Six Month Data Review for Crime in Tennessee/Hate Crime/LEOKA for agencies to review |

2015 EMPLOYMENT LEVELS FORM DUE 11/20/15

All RACs and CLEOs (except non-law enforcement colleges) should receive a memo in the mail the first week of November regarding the number of full-time law enforcement personnel employed at their agency as of **October 31, 2015**.

The form may be located at <http://ftempstat.tbi.tn.gov/default.aspx>. If you have any questions please contact Steven Jancarek, Steven.Jancarek@tn.gov or (615) 744-4024.

2015 TIBRS TRAINING SCHEDULE

| NOVEMBER | | | |
|---------------------|-------------|---------------------------------|----------------------------|
| Mon., November 16 | 0830 - 1630 | TIBRS Review | TBI HQ Classroom 3 |
| Thurs., November 19 | 0830 - 1630 | Introduction to Data Collection | Roane State, Harriman |
| Fri., November 20 | 0830 - 1630 | TIBRS Review | Roane State, Harriman |
| DECEMBER | | | |
| Mon., December 7 | 0830 - 1630 | N-DEx | TBI HQ Computer Classroom |
| Thurs., December 10 | 0830 - 1630 | Introduction to Data Collection | Union University, Jackson |
| Frid., December 11 | 0830 - 1630 | TIBRS Review | Union University, Jackson |
| Mon., December 14 | 0830 - 1630 | TIBRS Review | TBI HQ Classrooms 1 & 2 |
| Tues., December 22 | 0830 - 1630 | Introduction to Data Collection | TBI HQ, Classroom 3 |
| Wed., December 23 | 0830 - 1630 | TnCOP Software | TBI HQ, Computer Classroom |

To sign up for a TIBRS class, please email Zack.Frisbee@tn.gov

Please include: first and last name of attendee(s), your agency's name and ORI number, and the date(s) you wish to attend.

Note the following regarding the training schedule:

- TIBRS Overview & Report Writing classes do not count toward initial or recertification training requirements for Reporting Agency Coordinators (RACs) or Alternate RACs.
- TNCrimeOnline class does not count toward initial or recertification training requirements for Reporting Agency Coordinators (RACs) or Alternate RACs. However, due to the many advantages of using TNCrimeOnline, we highly recommend that RACs and Alt. RACs attend the class if at all possible.
- Due to limited seating, TnCOP Software classes are for new users only.



CJIS Support Center NCIC/TIES & TIBRS STAFF



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CJIS Support Center
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Nashville, TN 37216-2639
FAX 615-744-4555

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| REGIONAL CJIS SUPPORT CENTER REPRESENTATIVES/AUDITORS | | | | |
| <i>East Tennessee TIBRS</i> | <i>Region 1 (East/Middle) TIES</i> | <i>Middle Tennessee TIBRS</i> | <i>Region 2 (Middle/West) TIES</i> | <i>West Tennessee TIBRS</i> |
| <i>VACANT</i> | <i>Ginger Irons 6040 Century Oaks Drive Chattanooga, TN 37416 (423) 634-2378 FAX: (423) 634-4003 Ginger.Irons@tn.gov</i> | <i>Ryan Spraggins 901 R.S. Gass Blvd. Nashville, TN 37216 (615) 744-4290 FAX: (615) 744-4555 Ryan.Spraggins@tn.gov</i> | <i>Carletta Scott 121 Executive Drive Jackson, TN 38305 (731) 984-6699 FAX: (731) 668-9769 Carletta.Scott@tn.gov</i> | <i>Terra Rosado 121 Executive Drive Jackson, TN 38305 (731) 984-6677 FAX: (731) 668-9769 Terra.Rosado@tn.gov</i> |

**For issues concerning TnCOP or CRMS, please complete the Fusion Center
Issue form (located on the TBI web site) and email to tncop.helpdesk@tn.gov
For immediate TnCOP issues, call or send a text to 615-210-3726 (text messages are the preferred choice).**

West Tennessee - Terra Rosado
(731) 984-6677 FAX (731) 668-9769
121 Executive Park Drive, Jackson, TN 38305
Email: Terra.Rosado@tn.gov

Middle Tennessee - Ryan Spraggins
(615) 744-4290 FAX (615) 744-4555
901 R.S. Gass Boulevard, Nashville, TN 37216
Email: Ryan.Spraggins@tn.gov

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

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|----------|------------|------------|------------|
| Bedford | Jackson | Putnam | White |
| Cannon | Lincoln | Robertson | Williamson |
| Clay | Macon | Rutherford | Wilson |
| Coffee | Marion | Smith | |
| Davidson | Marshall | Sumner | |
| DeKalb | Mauzy | Trousdale | |
| Franklin | Montgomery | Van Buren | |
| Grundy | Moore | Warren | |

East Tennessee - Vacant
1791 Neals Commerce Lane, Knoxville, TN 37914

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

TIBRS User Group Officers

| | | | |
|-----------------------------------|------------------|-----------------------------------|--|
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