

JUVENILE
JUSTICE
INFORMATION
SYSTEM



CJIS Field Support Unit
Office - 512.424.2478
Fax - 512.424.7789
afis.cjis@dps.texas.gov

What We Will Cover...

- JJIS Resources
 - Juvenile Reporting
 - CJIS Website
 - Restricted Access Overview
 - FAQ
-

Important Contacts

Contact your Field Representative on how to download training material.

CJIS/JJIS Supplies

512.424.2367

512.424.5599 (fax)

Electronic Arrest Reporting Coordinator (LiveScan)

Loann Garcia

512.424.2409

Fingerprint Section

512.424.5248

Electronic Disposition Reporting Coordinator (EDR)

Holly Morris

512.424.2686

Error Resolution Section

512.424.7256

errorresolution@dps.texas.gov

<https://cch.txdps.state.tx.us>

EDR Support

James McElroy

512.424.2500

Corrections

512.424.2476 (fax)

CRS Legal Support / Juvenile Sealing

Criminal History Inquiry Unit

512-424-5079

512-424-5841

CJIS LISTSERVE

- The CHRIP Bureau has started a listserv to inform all of our reporting agencies of updates, changes and any notifications about what is happening with the CJIS and JJIS Reporting.
 - Send an email to LISTSERV@LISTSERV.DPS.TEXAS.GOV.
Make sure that:
 - The subject line is left blank.
 - The message body is clear/blank (including signatures).
 - Type: SUBSCRIBE CJISJJIS FirstName LastName, in the message body.
 - Once you have completed that, you will receive an email stating that “You are now subscribed to the CJISJJIS list.”
 - We will be sending all future Offense Code, Livescan and CJIS Site system updates to this listserv.
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CJIS CONFERENCE

- Who should go? Any CJIS/JJIS user that works in the Law Enforcement, Prosecutor or Court offices.
 - What? This conference is designed to inform Criminal Justice Agencies of recent updates to Criminal History reporting and to provide mass trainings to attendees.
 - When? November 18-20, 2014
 - Where? Galveston Island Convention Center
 - Why? To get away... 😊
 - How Much? FREE!!!!
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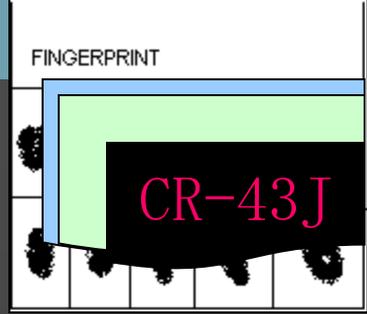
JUVENILE REPORTING

PAPER VS. ELECTRONIC

CUSTODY EVENT

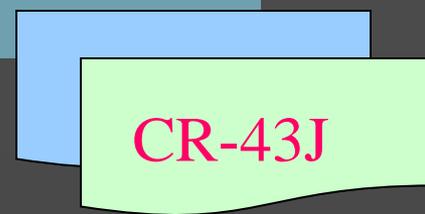


FINGERPRINT



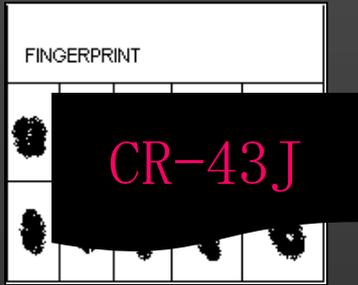
CR-43J

10 DAYS
INTAKE



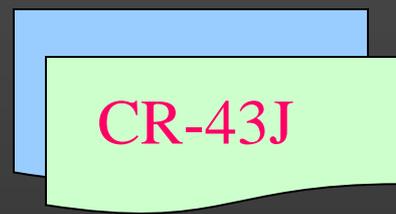
CR-43J

FINGERPRINT



CR-43J

7 DAYS
AFTER
INTAKE



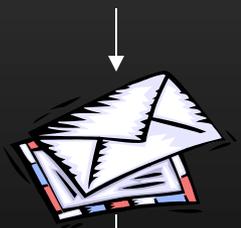
CR-43J

PROSECUTOR
30 DAYS

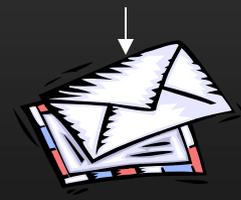


CR-43J

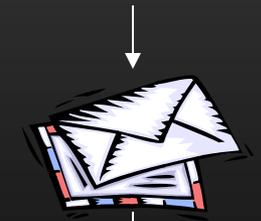
COURT
30 DAYS



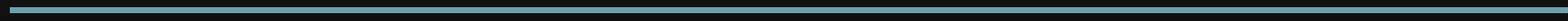
DPS



DPS



DPS



Preparatory Offenses

(General Offense Character)

- DPS does not create individual offense codes for preparatory offenses.
 - Use the GOC with the corresponding offense code that was prepared.
 - i.e. Attempted Murder = GOC of “A” + offense code of Murder.
 - Using the GOC will reduce that Level and Degree of that offense by 1.
 - General Offense Characters
 - A – Attempted
 - C – Conspiracy
 - S – Solicitation
 - M – Criminal Solicitation of a Minor
-

CJIS WEBSITE

EDR, Restricted Notifications, Completeness
Reports

CJIS WEBSITE

<https://cch.txdps.state.tx.us>

Texas Department of Public Safety
Courtesy ~ Service ~ Protection



Criminal Justice Information System

Login

Usage Policy: This is a secure web site. Users may only access this site with an authorized User ID and password. No person is permitted to use this site using another person's User ID and password.

User ID

Login

[Request Access](#)

Texas Department of Public Safety
PO Box 4143 Austin, Texas 78765-4143
cjis@txdps.state.tx.us
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CJIS WEBSITE

CJIS Inbox Reports EDR ▾ NICS ▾ Services ▾ Admin ▾ Logout (PERALES,NICHOLAS)

Texas Department of Public Safety
Courtesy ~ Service ~ Protection

Criminal Justice Information System



Inbox All Reports

View: [Read](#) [Unread](#) **All** | [Current](#) [Archived](#) [All](#)

There is no data to display in the current view.

Mark All Reports Read
[Archive All Reports](#)

Show Report Type

[All](#)

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Reports

CJIS Inbox Reports EDR ▾ NICS ▾ Services ▾ Admin ▾ Logout (PERALES,NICHOLAS)

Texas Department of Public Safety
Courtesy ~ Service ~ Protection



Criminal Justice Information System

Reports

Name ↕	Description ↕
CJIS EDR Statistics	CJIS EDR Statistics
County Combined Completeness Percentage	Four or Five Year County Combined Completeness Percentage
County Completeness Report	Summary of all dispositions reported to DPS that are associated with previously reported charges for a specified period
County ER3/ER4 submissions	County ER3/ER4 submissions
Court Transaction Error Report	Provides transaction details including the error reason for all court transactions in error for the specified period.
Court Transaction Monthly Pass/Fail Report	Monthly statistics for court submissions including the number of pass, fail, and the pass percentage rate
EDR Return File History	Provides a list of EDR batch transaction files that have been downloaded from DPS during the specified period. Text files of transactions may be downloaded for review.
EDR Upload History	Provides a list of EDR transaction files that have been uploaded to DPS during the specified period. Text files of transactions may be downloaded for review.
Full County Open and Closed Offense Report	This report provides the open and closed offenses for the specified date range.
Juvenile Program Transaction Error Report	Provides transaction details including the error reason for all juvenile program transactions in error for the specified period.
Latent Print Summary	Latent Print Summary
List NICS Batches	List NICS Batches
NICS County Compliance	NICS County Compliance
NICS ORI Compliance	NICS ORI Compliance
NICS Transaction Report	NICS Transactions for a Date Range
NICS Zero Activity Transaction Report	NICS Zero Activity Transaction Report
ORI Listing Report	Provides a current list of agencies searchable by text or ORI
Offense Code Listing	Provides a current list of all offense code searchable by code
Open Offense Report	This report provides the open offenses for the specified date range.
Prosecution Transaction Error Report	Provides transaction details including the error reason for all prosecution transactions in error for the specified period.
Prosecution Transaction Monthly Pass/Fail Report	Monthly statistics for prosecution submissions including the number of pass, fail, and the pass percentage rate
Statewide Combined Completeness Percentage	Four or Five Year Statewide Combined Completeness Percentage

Reports

- Combined County Completeness Report
 - Open Offense Report
 - Juvenile Restricted/ Un-Restricted Report
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County Combined Completeness Percentage

TEXAS DEPARTMENT OF PUBLIC SAFETY

CRIME RECORDS SERVICE

Statewide Combined Completeness Percentage -- as of 07/28/2014

Reported Year	Adult					Juvenile				
	Total Charges Reported	Charges Disposed by Prosecutors	Charges Disposed by Courts	Total Disposed	Completeness Percentage	Total Charges Reported	Charges Disposed by Prosecutors	Charges Disposed by Courts	Total Disposed	Completeness Percentage
BEXAR										
2008	46,721	8,874	37,250	46,124	98%	5,748	1,053	4,419	5,472	95%
2009	49,416	9,704	38,970	48,674	98%	5,311	1,823	3,460	5,283	99%
2010	47,664	9,726	37,198	46,924	98%	5,081	1,653	3,372	5,025	98%
2011	40,481	7,847	31,401	39,248	96%	4,324	1,663	2,435	4,098	94%
2012	42,900	7,499	29,877	37,376	87%	4,258	1,697	2,188	3,885	91%
Total	227,182	43,650	174,696	218,346	96%	24,722	7,889	15,874	23,763	96%

Impacts of low compliance percentages

- **Effective September 1, 2012, each county must comply with Chapter 60 reporting requirements in order for the county or any political subdivision within that county to be eligible for grants under CJD's Justice Assistance Grant (JAG) program.**
 - **Effective September 1, 2013, any entity, public or private, in a county that does not report at 90% or above will be ineligible to receive grants from any state or federal fund sources managed by CJD.**
-

Compliance Reports

Used By:

- Agencies listed in report
 - Legislative Budget Board
 - Governor
 - Lt Governor
 - State Auditor
 - House and Senate Criminal Justice Committees
 - Media / Public information
-

Impacts of Low/High Percentages:

- Media / Public opinion/Elected officials
 - **Grant approval**
 - Low percentages indicate missing dispositions which could impact the offenders ability to secure housing, employment or services
 - Missing dispositions could also allow offenders to secure employment or licenses not allowed
-

Why is it important to have a complete criminal history database?

- As of 19 August 2014 there are 345,818 Juvenile offenses that are Restricted in CCH.
 - However, we only have 36,516 dispositions that have discharged a juvenile from probation.
-

RESTRICTED ACCESS/ NOTIFICATIONS

What is the Automatic Restriction of Juvenile Records?

- Chapter 58.203 F.C. – Automatic Certification Criteria
 - Juvenile reaches 17 years of age.
 - Juvenile was not certified to adult court.
 - Juvenile did not receive a determinate sentence.
 - ****Note**** -- charges that require sex offender registration can qualify for restriction, but the registration information is exempt. Only the Criminal History Record is restricted.
-

Which Agencies Does The Restriction Apply to?

- Chapter 58.204, F.C.
 - Law Enforcement Agencies
 - Criminal or Juvenile Justice Agencies
 - Governmental or other agency authorized under Chapter 411, Government Code
 - ****Note****
 - The Department can only disclose information to the agencies listed above for criminal justice purpose, as defined by Sec. 411.082, GC or for research purposes by Texas Juvenile Justice Division.
-

The Process...

- Daily program is ran looking for records that qualify for restriction according to what has been reported to Computerized Criminal History file (CCH)
- Records are restricted in CCH
- Restriction notifications are emailed to the departments who have requested them.
 - All email changes/updates must be submitted by the owner of the county email.

NOTE

- You must login to the CJIS Site to retrieve the notice.
<https://cch.txdps.state.tx.us>
-

A Restricted Access Becomes Un- Restricted...

- When a record no longer meets qualifications it is unrestricted.
 - Adult arrest event resulting in a conviction or deferred adjudication
 - Corrections made to the record that changes qualifications (i.e. date of birth change)
- Unrestricted notifications are emailed to the probation departments.
 - i.e. (county@co.juvprob.tjpc.state.tx.us)
- All email changes/updates must be submitted by the owner of the county email.

**Note: You must login to the CJIS Site to retrieve the notice.
<https://cch.txdps.state.tx.us>

FAQ'S

What do you do if you receive a restriction notification
that you feel does not meet the qualifications?

Return the restriction notice along with any documentation
supporting the correction needed to:

Crime Records Service
P.O. Box 4143
Austin, TX 78765-4143

Or Fax corrections to: 512-424-2476

Can a Juvenile Agency Electronically Report Dispositions via the CJIS website?

- YES
 - Via Internal IT Department or Third Party vendor through a batch process.
 - Or, as long as the Arrest/Referral has been reported to DPS, reporting can be done online via CJIS website.
-

How do you determine the 10 days for referring a juvenile to Intake?

- **Day 1 is the day after the juvenile is fingerprinted, then count 9 more days including weekends and holidays.**
 - ****If the Referral Date exceeds 10 days then the CR-43J and prints must be destroyed. (Family Code Section 58.001(c)) The juveniles name must be blacked out of any offense report pertaining to that offense.****
-

Can a Referral Date Be Prior to the date of
detention/Fingerprint Date?

- YES
-

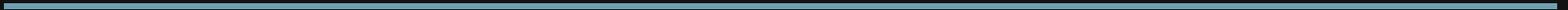
Should Agencies report when a Juvenile Has Completed Probation?

- YES!
-

How are cases that are transferred for disposition reported?

- The county that adjudicated the juvenile will report their Juvenile Adjudication numeric (JAN) of 603
 - The original is sent to DPS, and a copy is forwarded to the county in which the case is being transferred.
 - The receiving county will use the same TRN and create a supplement to report their disposition manually.
 - i.e. probated sentence
-

QUESTIONS



R E G I O N S

