

CJIS Support

TIBRS Newsletter

2015 Data Review

All data for 2015 for both Crime on Campus and Crime in Tennessee have been mailed to all colleges/universities and law enforcement agencies. Please review your data carefully. The data submission deadlines can be found on page 2 of this newsletter.

The Crime in Tennessee (CIT) data review is more involved than for Crime on Campus. The CIT review include identified data issues, QC reports of unaddressed issues, Hate Crime numbers and Law Enforcement Officer Killed or Assaulted (LEOKA) numbers.

If data issues were noted on the review sheet in the CIT data, you should contact TBI staff listed on the memorandum regarding actions that will be taken to correct the issues. If your data review shows the data as correct, you should also let TBI staff know.

Please remember—all Crime in Tennessee Review sheets should be signed by the agency administrator and faxed to the CJIS Support Center as soon as your data review is completed. You should note on the returned sheet if data corrections have been made or if the data was correct. Notification may prevent TBI from including a footnote on your Crime in Tennessee page in the report.

It is your responsibility to verify your data. We can identify possible issues but you know your data much better.

What Is Included in the Data File?

Your data file will only include incidents that have been entered or updated within the data month. If you are feverishly working the first few days of the month to get incidents included with your submission for the previous month, you will not be successful. Our best advice? Just try to stay caught up on entries so it does not become a race against the clock. The data included in your TIBRS file each month is based upon the date the **incident was entered into your RMS**. For example, data entered on February 2nd will be included in the file that is run for February data the first part of March. It will not come in with the file submitted in early February for January data.

Timely Data Entry is Very Important

TBI is very appreciative of the hard work agencies demonstrate in keeping their TIBRS data current. The Tennessee program is regarded very highly on a national level and that is due in large part to the work done by the submitting agencies, colleges and universities.

TBI does not release individual agency data to the public until the actual Crime in Tennessee release each year. However some state officials have access to current statewide data. The statewide data is frequently reviewed when policy decisions are being formulated. It is important that your agency always remain as current with data entry as possible. This will allow TBI to provide the most accurate and complete data for informed policy decisions.

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2016 Publication Schedule and data deadlines

Please note that all updates for 2015 Crime on Campus data are due February 10th. Updates for the 2015 Crime in Tennessee report are due March 10th.

Date	Tentative Deadline
01/11/2016	Preliminary 2015 Data Submissions due Completed
01/20/2016	Preliminary 2015 Crime on Campus data to Colleges/Universities for review Completed
1/27/2016	Preliminary 2015 Crime in Tennessee/Hate Crime/LEOKA data to agencies for review Completed
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

QC Exception Report

Many of your agencies have received the QC Exception Report which is a consolidated report containing all QC issues for your agency. This was added to the TnCrimeonline—Admin site in the fall. We hope to deploy it to the Law Enforcement site in the next several months. The report has to be modified to include security restraints so that each agency will only be able to see their own report.

When you receive the report, please review the data carefully and make necessary corrections. However, if your review determines that the incident information is reported correctly, please let one of the TIBRS staff know and we can mark the incident correct and it will not longer appear on the QC Exception Report for your agency. We need to know the incident number, your agency ORI and the reason you believe the incident is correct.

Information On Drones or Unmanned Aircraft Systems (UAS)

Any drones or Unmanned Aircraft Systems (UAS) weighing over 5.5 oz. should be reported to TIBRS as aircraft according to the FBI. This classification is based upon the information below on drone or UAS registration requirements by the FAA.

Any drone or UAS over 0.55 lbs. and less than 55 lbs. must be registered online. There is a \$5 registration fee. UAS support questions can be answered at UAShelp@faa.gov. If you operated your UAS before Dec. 21, 2015, you have until February 19, 2016 to register. If you purchase your UAS after Dec. 21, 2015, you must register before you operate outdoors. Failure to register an aircraft may result in regulatory and criminal sanctions. The FAA may assess civil penalties up to \$27,500. Criminal penalties include fines of up to \$250,000 and/or imprisonment for up to three years. You will be required to have your FAA registration certificate in your possession when operating your unmanned aircraft. You must register UAS, including model or radio/remote controlled aircraft, that are 55 pounds or more using the current paper-based system. You must be 13 years of age or older before you are permitted to register an unmanned aircraft. Only U.S. citizens can register their small UAS. The certificate serves as a certification of ownership for non-citizens, not a registration certificate. You can register your drone on FAA.gov beginning on December 21, 2015. You must provide your complete name, physical address, mailing address, and an email address. The email address will be used as your login ID when you set up your account. You will be required to renew every three years and you must pay a \$5 renewal fee.

Please Note the Following When signing up for classes

TIBRS Overview & Report Writing classes do not count toward initial or recertification training requirements for Reporting Agency Coordinators (RACs) or Alternate RACs.

TNCrimeOnline (Entry or Advanced level) classes do 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 classes if at all possible.

Due to limited seating, TnCOP Software classes are for new users only.

You can find the 2016 class schedule on page 4.

2016 TIBRS Training Schedule

FEBRUARY		
Wednesday, February 10	Introduction to Data Collection	Union University, Jackson
Thursday, February 11	TIBRS Review	Union University, Jackson
Wednesday, February 17	Introduction to Data Collection	TBI Computer Classroom
Thursday, February 18	TnCOP Software	TBI Computer Classroom
MARCH		
Thursday, March 10	Introduction to Data Collection	Roane State, Harriman
Friday, March 11	TIBRS Review	Roane State, Harriman
Tuesday, March 22	TIBRS Review	TBI Classroom 1
Wednesday, March 30	Introduction to Data Collection	TBI Classroom 1
Thursday, March 31	TnCOP Software	TBI Computer Classroom
Tuesday, April 6	TIBRS Review	Harrell Theatre, Collierville
Wednesday, April 7	TIBRS Overview & Report Writing	Harrell Theatre, Collierville
Monday, April 11	Introduction to Data Collection	TBI Classroom 1
Tuesday, April 12	TnCOP Software	TBI Computer Classroom
Tuesday, April 19	TIBRS Review	TBI Classroom 1
Thursday, April 21	TIBRS Overview & Report Writing	TBI Classroom 1
Thursday, April 28	TNCrimeOnline (0900 to 1200)	TBI Computer Classroom
Thursday, April 28	TNCrimeOnline (1300 to 1600)	TBI Computer Classroom
Tuesday, May 17 (Tentative)	Introduction to Data Collection	Civic Center, Sevierville
Wednesday, May 18 (Tentative)	TIBRS Review	Civic Center, Sevierville
Thursday, May 19 (Tentative)	TIBRS Overview & Report Writing	Civic Center, Sevierville
Tuesday, May 24	Introduction to Data Collection	TBI Classroom 1
Wednesday, May 25	TnCOP Software	TBI Computer Classroom
Wednesday, June 15	TIBRS Review	TBI Classroom 2
Tuesday, June 21	Introduction to Data Collection	TBI Classroom 2
Wednesday, June 22	TnCOP Software	TBI Computer Classroom
Tuesday, June 28	Introduction to Data Collection	Union University, Jackson
Wednesday, June 29	TIBRS Review	Union University, Jackson
Thursday, June 30	TIBRS Overview & Report Writing	Union University, Jackson

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.



CJIS Support Center NCIC/TIES & TIBRS STAFF



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CJIS Support Center
901 R.S. Gass Blvd.
Nashville, TN 37216-2639
FAX 615-744-4555

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VACANT (TIES/NCIC) AUDITING		
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Terra Rosado (TIBRS) AUDITING	(731) 984-6677	Terra.Rosado@tn.gov
VACANT (TIBRS) AUDITING		

REGIONAL CJIS SUPPORT CENTER REPRESENTATIVES/AUDITORS

East Tennessee TIBRS	Region 1 (East/Middle) TIES	Middle Tennessee TIBRS	Region 2 (Middle/West) TIES	West Tennessee TIBRS
Debbie Lamb 1791 Neals Commerce Lane Knoxville, TN 37914 (865) 549-7853 FAX: (865) 549-7811 Debbie.Lamb@tn.gov	VACANT For assistance please contact another member of the TIBRS staff	VACANT For assistance please contact another member of the TIBRS staff	Carletta Scott 121 Executive Drive Jackson, TN 38305 (731) 984-6699 FAX: (731) 668-9769 Carletta.Scott@tn.gov	Terra Rosado 121 Executive Drive Jackson, TN 38305 (731) 984-6677 FAX: (731) 668-9769 Terra.Rosado@tn.gov

**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 - Vacant
901 R.S. Cass Boulevard, Nashville, TN 37216

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

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 - Debbie Lamb
(865) 549-7853 Fax (865) 549-7811
1791 Neals Commerce Lane, Knoxville, TN 37914
Email: Debbie.Lamb@tn.gov

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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