

CJIS Support Center—TIBRS Newsletter

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Our 26th Anniversary!

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STATE OFFICE BUILDING
THAT GUILT SHALL NOT ESCAPE
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2022 TIBRS CONFERENCE SEPTEMBER 19-21, 2022

The 2022 conference is rapidly approaching! We sent Executive Board President Richard Frankich's conference announcement out via the TIBRS listserv on Friday, July 8th.

If you did not receive the email, please check your spam/trash folders, just in case. If it isn't there, please contact Richard and he can resend the announcement directly to you.

Please make ALL payments to the TIBRS User Group!
Do not send any payments in any form to TBI.
State agencies, do not send a transfer voucher!



LIVE TIBRS REGIONAL CLASSES RESUME JULY 26th!

**CALL NOW! CLASSES IN NASHVILLE, JACKSON,
HARRIMAN, AND SEVIERVILLE ARE FILLING UP FAST!
(SEE THE 3rd QUARTER TRAINING SCHEDULE ON PAGE 4)**



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WEEKLY TIBRS SUBMISSION SCHEDULE

SUBMISSION DATE	REQUIRED DATA RANGE	DATA IN FILE
Wed. July 13	0000 July 3 thru 2359 July 9	July 2022
Wed. July 20	0000 July 10 thru 2359 July 16	July 2022
Wed. July 27	0000 July 17 thru 2359 July 23	July 2022
Wed. August 3	0000 July 24 thru 2359 July 31	July 2022
Wed. August 10	0000 August 1 thru 2359 August 6	August 2022
Wed. August 17	0000 August 7 thru 2359 August 13	August 2022
Wed. August 24	0000 August 14 thru 2359 August 20	August 2022
Wed. August 31	0000 August 21 thru 2359 August 27	August 2022
Wed. September 7, 1 of 2	0000 August 28 thru 2359 August 31	August 2022
Wed. September 7, 2 of 2	0000 September 1 thru 2359 September 3	September 2022
Wed. September 14	0000 September 4 thru 2359 September 10	September 2022
Wed. September 21	0000 September 11 thru 2359 September 17	September 2022
Wed. September 28	0000 September 18 thru 2359 September 24	September 2022
Wed. October 5, 1 of 2	0000 September 25 thru 2359 September 30	September 2022
Wed. October 5, 2 of 2	0000 October 1 thru 2359 October 1	October 2022
Wed. October 12	0000 October 2 thru 2359 October 8	October 2022
Wed. October 19	0000 October 9 thru 2359 October 15	October 2022
Wed. October 26	0000 October 16 thru 2359 October 22	October 2022
Wed. November 2	0000 October 23 thru 2359 October 29	October 2022
Wed. November 9, 1 of 2	0000 October 30 thru 2359 October 31	October 2022
Wed. November 9, 2 of 2	0000 November 1 thru 2359 November 5	November 2022
Wed. November 16	0000 November 6 thru 2359 November 12	November 2022
Wed. November 23	0000 November 13 thru 2359 November 19	November 2022

If you are still unable to transmit data weekly due to vendor issues, we can help!
Contact Dale King as soon as possible. Dale.King@tn.gov



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JULY SHOUT-OUT!

Our July Shout-Out goes to another GREAT RAC! TBI's own Debbie Lamb! Debbie does an amazing, conscientious job with TIBRS as our Lead Auditor and as the RAC for the TBI!!

SHOUT-OUT!!



Debbie is a life-long resident of Morristown. She retired from the Morristown Police Department after 36 years, first as a dispatcher and retiring as a Records Supervisor. We are grateful that she joined the TBI in 2015! She is a graduate of Walters State Community College and East Tennessee State University.

She has been married to Eddie for 38 1/2 years. They have a son (Adam), a daughter-in-law (Lashae), and two awesome (and extremely handsome) grandsons, Hudson and Cooper.

CONGRATULATIONS DEBBIE!

Each month in the TIBRS Newsletter, we recognize TIBRS User Group members, TBI staff, and/or FBI staff, for an achievement, or we may just give a Shout-Out for no reason at all! **If you would like to nominate someone for the August 2022 Shout-Out, please send an email to Dale.King@tn.gov! Please include a photo and a short bio.**



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TIBRS TRAINING SCHEDULE

July 2022	Class Type	Location/Time
Tuesday, July 26 th	Introduction to Data Collection	TBI Headquarters
Wednesday, July 27 th	TNCOP Software	TBI Headquarters
August 2022	Class Type	Location/Time
Tuesday, August 2 nd	Introduction to Data Collection	Sevierville, TN
Wednesday, August 3 rd	TIBRS Review	Sevierville, TN
Thursday, August 4 th	TIBRS Overview & Report Writing	Sevierville, TN
Tuesday, August 16 th	Introduction to Data Collection	TBI Headquarters
Wednesday, August 17 th	TNCOP Software	TBI Headquarters
Thursday, August 18 th	TIBRS Review	TBI Headquarters
Wednesday, August 23 rd	RAC Orientation/Crimelnsight	TBI Headquarters
September 2022	Class Type	Location/Time (CDT)
Thursday, September 8 th	TIBRS Review	TBI Headquarters
Tuesday, September 13 th	Introduction to Data Collection	Lambuth, Jackson, TN
Wednesday, September 14 th	TIBRS Review	Lambuth, Jackson, TN
Monday, September 19 th	TIBRS Conference (Early Registration)	Pigeon Forge, TN
Tuesday, September 20 th	TIBRS Conference	Pigeon Forge, TN
Wednesday, September 21 st	TIBRS Conference	Pigeon Forge, TN
Wednesday, September 28 th	RAC Orientation/Crimelnsight	TBI Headquarters

Dress for all TIBRS classes, including the conference, is business casual.

Classes will be added during the last quarter if necessary. For detailed information regarding the location, parking, local restaurants, etc. please contact Selena.McClure@tn.gov.



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SIGNING UP FOR ADDITIONAL TIBRS TRAINING

TIBRS Overview & Report Writing is a beneficial class for officers and supervisors needing a better understanding of TIBRS. This class is P.O.S.T. certified for 8 hours.

RAC Orientation/Crimelnsight does not count toward initial or recertification training requirements for RACs and/or Alternate RACs.

However, due to the necessity of using Crimelnsight, such as maintenance for error corrections and QC issues and details on how to run and build reports, we highly recommend that all RACs and Alternate RACs attend this class!

If anyone has any questions about TIBRS classes, or would like to sign up for a class please contact:

Selena.McClure@tn.gov

TIBRS QUICK FACTS

- * ALL applicable data from all agencies should be submitted every Wednesday. Agencies not submitting data on a weekly basis are out of compliance with TIBRS! In addition, ALL data should be submitted in the XML format! Agencies not submitting data on a weekly basis as of October 31, 2022 will be out of compliance with TIBRS!*
- * If you have any questions regarding the conference in Pigeon Forge this year, please contact the TIBRS User Group. Contact information is on page 9 of this newsletter.*
- * TBI is planning on offering TIBRS Review classes at regional state parks in fall 2022! The classes will be in addition to the regular class schedule and will be in a "mini-conference" format. We will announce the details, including the dates of the classes, as soon as the information becomes available!*



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TIBRS TRAINER TALK

When entering the incident date and time for an incident, some agencies are using the Report Date data element instead of the date and time the incident actually occurred or the earliest possible date and time the incident could have occurred. Also, TIBRS uses 24-hour military time. If an incident occurs at 4:30pm the incident time for TIBRS entry is 1630.

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TIBRS INCIDENT DATE AND TIME

The incident date and time for submission to TIBRS is the **actual date and time**.

If the actual date/time are not known, select the **earliest possible date and time** that the crime could have been committed.



“REPORT DATE” DATA ELEMENT:

If the incident date is unknown and there is no possible way to determine a reasonable date range, use the month, day and year the incident was reported, followed by the letter R. Because most incident dates are known or can be reasonably approximated, the use of the Report Date data element should be extremely rare!



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NEW SHERIFF IN TOWN?

With the General Election in August, some agencies will have a new sheriff sworn in this September. If your agency has a newly elected sheriff, please remember to submit a TIBRS CLEO/RAC/Alternate RAC Change form and a Memorandum of Understanding (MOU).

The TIBRS CLEO/RAC/Alternate RAC Change and MOU forms are available by contacting your auditor.

Once completed and signed by the new sheriff, please return the forms to your auditor *electronically*.

Should you have any questions regarding either of these forms please contact your auditor. We're always happy to assist!



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TBI CJIS SUPPORT CENTER STAFF

ASSISTANT DIRECTORS, CJIS DIVISION		
Yeselin Pendleton	(615) 744-4136	Yeselin.Pendleton@tn.gov
CJIS SUPERVISOR, TIBRS, N-DEx, ARNFD, DCRA, Use of Force, LESDC		
Dale King	(615) 744-4026	Dale.King@tn.gov
CJIS DATA ANALYSIS & PUBLISHING		
Steven Jancarek	(615) 744-4024	Steven.Jancarek@tn.gov
William Sak	(615) 744-4202	William.Sak@tn.gov
CJIS DATA SUBMISSION PROCESSING		
Ashley Anderson	(615) 744-4030	Ashley.Anderson@tn.gov
CJIS SUPPORT SPECIALISTS: AUDITING		
Debbie Lamb	(865) 549-7853	Debbie.Lamb@tn.gov
Randall Hendrix	(731) 984-6677	Randall.G.Hendrix@tn.gov
Abby Claud	(615) 744-4290	Abby.S.Claud@tn.gov
Jessica Collins	(615) 744-4214	Jessica.D.Collins@tn.gov
CJIS SUPPORT SPECIALISTS: TRAINING		
Selena McClure	(615) 744-4705	Selena.McClure@tn.gov

TIBRS AUDITORS BY REGION

EAST POINT OF CONTACT	MIDDLE EAST POINT OF CONTACT	MIDDLE WEST POINT OF CONTACT	WEST POINT OF CONTACT
Debbie Lamb 1791 Neals Commerce Lane Knoxville, TN 37914 (865) 549-7853 Debbie.Lamb@tn.gov	Abby Claud 901 R.S. Gass Blvd. Nashville, TN 37216 (615) 744-4290 Abby.S.Claud@tn.gov	Jessica Collins 901 R.S. Gass Blvd. Nashville, TN 37216 (615) 744-4214 Jessica.D.Collins@tn.gov	Randall Hendrix 305 Smith Lane Jackson, TN 38301 (731) 984-6677 Randall.G.Hendrix@tn.gov



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HAVE A CONFERENCE QUESTION?
CONTACT THE TIBRS USER GROUP!

TIBRS USER GROUP EXECUTIVE COMMITTEE

President	Richard Frankich	Mt. Juliet Police Department	rfrankich@mtjuliet-tn.gov
Vice President	Donna Patty	Knoxville Police Department	dpatty@cityofknoxville.org
Secretary/ Treasurer	Misty Christensen	Lebanon Police Department	christensenm@lebanontn.org
East Representative	Barbie Watson	Cleveland Police Department	bwatson@clevelandtn.gov
Middle East Representative	Staci Parsons	Decherd Police Department	sparsons@decherd.net
Middle West Representative	Paige Jackson	Waynesboro Police Department	pjackson@cityofwaynesboro.org
West Representative	Holly Rickman	Selmer Police Department	holly.rickman@selmer-tn.gov
Colleges/ Universities	Jennifer Mayberry	East Tennessee State University	mayberj@etsu.edu



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JOIN US AGAIN THIS YEAR IN PIGEON FORGE!

The 2022 TIBRS Conference is just two months away!
Don't miss this great opportunity to network with the TBI
and RACs/Alternate RACs from across the state!

MUSIC ROAD RESORT
HOTEL • CONVENTION CENTER • INN

The 2022 TIBRS Conference

CONFERENCE DATES:
SEPTEMBER 19-21, 2022
At Music Road Resort
Convention Center



*In the Center of the Action
in Pigeon Forge, Tennessee!*

SEPTEMBER 19-21, 2022

Host Hotels: Music Road Resort Hotel
& Music Road Resort Inn

Make reservations by calling:
1-800-429-7700



Music Road Hotel



Music Road Inn

THE LAST WORD: NETWORK!



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