

# Training / Seminar Approval Form

Department Name: County Clerk

Seminar Name: 2023 Crime Records Conference

Purpose: Continuing Education and Training

Place: College Station, TX

Date: August 8-11, 2023

**Who Will Be Attending:**

Flor Ponce

Jenye McWhorter

**This Training/ Seminar is necessary for the following reasons:**

- Required continuing education
- Job training
- Improve work performance
- Required certification

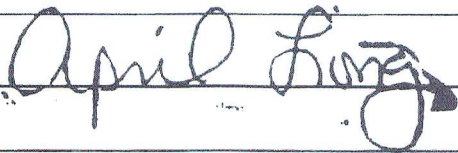
**Attach Registration Form and Complete the following information:**

Amount of registration \$FREE Date registration is due \_\_\_\_\_

- Return check to department head
- Request Treasurer to mail check with registration

If an advance is requested, attach a completed Johnson County Travel Form.

Department Head Signature:



**\*SEND FORM TO COUNTY JUDGE'S OFFICE\***

COMMISSIONERS COURT

RECEIVED BY COUNTY JUDGE'S OFFICE \_\_\_\_\_ DATE: JUL 10 2023

APPROVED BY COMMISSIONER'S COURT: \_\_\_\_\_ DATE: \_\_\_\_\_

**Approved**

**Heather Hart**

---

**Subject:** FW: Registration Confirmed - Crime Records Conferences 2023: College Station, TX

You don't often get email from [dps@iemshows.com](mailto:dps@iemshows.com). [Learn why this is important](#)

**CAUTION: This email originated from outside of the Johnson County email system.  
Use care when opening links or attachments. Report suspicious emails.**



Dear Sarah,

Please save this email for future reference.

Event: Crime Records Conferences 2023: College Station, TX

Number in Party: 2

Time: 2:30 PM

Date: August 8, 2023

Location: Brazos Center

Address: 3232 Briarcrest Dr, Bryan, Texas, 77802, USA

**Group Confirmation Number: DNNLZFZRF84**

**Primary Registrant (Flor Ponce)**

Confirmation Number: YVN84MX7R4N

**Group Registrant 1 (Jenye McWhorter)**

Confirmation Number: T3N5RNB967

To view or modify the online registration for anyone in your group, [Click here](#). You will be asked to enter your name and the group confirmation number shown above.



# 2023 Crime Records Conference

---

August 8-11, 2023  
College Station, TX

## Detailed Agenda

### Tuesday, August 8 2023

2:00 PM - 4:30 PM      **Registration/Check-in**

### Wednesday, August 9, 2023

8:00 AM - 9:00 AM      **Welcome & Division Overview**

9:45 AM - 10:45 AM      **Breakout Sessions**

#### **CJIS Security Office - CJIS Security Policy Updates and Modernization (2 Hour Course)**

*This technical presentation, primarily for the Local Agency Security Officer (LASO), is an overview of the CJIS Security Policy (CJISSECPOL) Modernization efforts currently underway by the FBI to align the current CJISSECPOL with the moderate security controls of NIST 800-53r5. Emphasis is on the security controls currently auditable/sanctionable as released in CJISSECPOL version 5.9.1 (released October 1, 2022) and version 5.9.2 (released December 7, 2022). Subsequent releases of the CJISSECPOL are anticipated to be version 5.9.3 released in the Spring of 2023, version 5.9.4 released in the Fall of 2023, and then the fully modernized release, version 6.0, released in the Spring of 2024.*

#### **CJIS – Criminal History Reporting - Adult Prosecutor & Court**

*This session will provide information for filling out the CR-43 and CR-44 prosecution and court segments. Knowing the correct information, and which fields to enter it into, is the beginning step in reporting to CCH. Reporting the prosecution and court information completely, accurately, and timely on every charge can make all the difference in a citizen's life, protect officers and civilians throughout the state, and ensure Completeness Percentages of 90% or better. Examples and discussion of the information will be offered during this class.*

#### **Non-Criminal Justice Unit - Secure Site Name-Base Training**

*This training session is geared towards ensuring compliance with the FBI CJIS Security Policy and the DPS Access and Dissemination Policy. Participants will be trained on how to use the Criminal History Search Service to conduct background checks more efficiently. The training also covers the non-criminal justice audit process and provides tips to prepare for audits. Overall, the program aims to ensure that individuals handling criminal justice information understand their responsibilities and comply with legal and regulatory requirements.*



# 2023 Crime Records Conference

---

August 8-11, 2023  
College Station, TX

## **Sex Offender Registration - Duties of Registration under Chapter 62, Texas CCP (2 Hour Course)**

*This course provides an overview of the duties of registration as a sex offender in Texas as required by Chapter 62, Texas Code of Criminal Procedure. The class will review all requirements listed on the Notification of Registration Duties form (CR-32) to help attendees gain a better understanding of what is required as a registered sex offender. Attendees will gain a better understanding of why this form is important, when it should be completed, and common compliance violations.*

**11:00 AM - 12:00 PM**

## **Breakout Sessions**

### **CJIS – Criminal History Reporting - Juvenile Pre-Adjudication & Court**

*This session will provide information for filling out the CR-43J and CR-44J pre-adjudication and court segments. Knowing the required fields, and what to do to ensure information is entered into CCH, is a vital step in the process of reporting disposition information. For juveniles, it is especially important that completed dispositions are reported accurately and timely to CCH. Without the information, these records can affect every aspect of a young person's life: from where they go to school or college, to their first jobs, or even their first apartments. Examples and discussion of the information will be offered during this class.*

### **Non-Criminal Justice Unit - Preparing for a Secure Site Audit**

*This training session offers an overview and supplies resources to prepare agencies for a non-criminal justice audit. Specifically, the training provides guidance and support for agencies that utilize the Secure Site to review criminal histories for background check purposes.*

**12:00 PM - 12:15 PM**

## **Transition from Breakout Sessions to Lunch**

**12:15 PM - 1:15 PM**

## **Lunch on your own**

**1:15 PM - 1:30 PM**

## **Transition from Lunch to Breakout Sessions**

**1:30 PM - 2:30 PM**

## **Breakout Sessions**

### **CJIS Security Office - Technical Audit Elements - Network Diagram Basics**

*This technical presentation, primarily for the Terminal Agency Coordinator (TAC) and the Local Agency Security Officer (LASO), is a detailed walk-through of what to expect during a CJIS Security Technical Audit. Emphasis is on all currently auditable/sanctionable sections of the CJIS Security Policy (CJISSECPOL), including the newly released modernized security controls by the FBI, and network diagram fundamentals, used to accurately depict the agency CJIS network infrastructure.*



# 2023 Crime Records Conference

---

August 8-11, 2023  
College Station, TX

## **CJIS – Criminal History Reporting - Adult & Juvenile Arrest/Referral**

*This session will provide an overview of CR-43, CR-44, CR-43J, and CR-44J arrest/referral segment preparation. Filling out the arrest/referral information completely, accurately, and timely is the first important step to the reporting process. Having the arrest/referral information in CCH ensures that the disposition information that follows can be entered into the record when it is received at DPS, ensuring Completeness Percentage of 90% or better. Examples and discussion of the information will be offered during this class.*

## **Non-Criminal Justice Unit - Secure Site Name-Base Training**

*This training session is geared towards ensuring compliance with the FBI CJIS Security Policy and the DPS Access and Dissemination Policy. Participants will be trained on how to use the Criminal History Search Service to conduct background checks more efficiently. The training also covers the non-criminal justice audit process and provides tips to prepare for audits. Overall, the program aims to ensure that individuals handling criminal justice information understand their responsibilities and comply with legal and regulatory requirements.*

## **Quality Fingerprint Training - How to Properly Fingerprint**

*The goal of the Quality Fingerprint Training is to educate Law Enforcement Agencies on the proper techniques for obtaining good quality fingerprints. It will teach them the reasons why a good quality set of fingerprints needs to be taken and what are the consequences if a poor set is taken. All attendees will understand the proper method of taking quality fingerprints and how to handle the challenging situations such as arthritic fingers. This class provides a hands-on demonstration as well as practice for any attendee with additional information provided on how to obtain these prints.*

**2:45 PM - 3:45 AM**

## **Breakout Sessions**

### **CJIS Security Office - CJIS Security Policy Updates and Modernization (2 Hour Course)**

*This technical presentation, primarily for the Local Agency Security Officer (LASO), is an overview of the CJIS Security Policy (CJISSECPOL) Modernization efforts currently underway by the FBI to align the current CJISSECPOL with the moderate security controls of NIST 800-53r5. Emphasis is on the security controls currently auditable/sanctionable as released in CJISSECPOL version 5.9.1 (released October 1, 2022) and version 5.9.2 (released December 7, 2022). Subsequent releases of the CJISSECPOL are anticipated to be version 5.9.3 released in the Spring of 2023, version 5.9.4 released in the Fall of 2023, and then the fully modernized release, version 6.0, released in the Spring of 2024.*

### **CJIS – Criminal History Reporting - NICS Reporting**

*This session will provide information on what the National Instant Criminal Background Check System (NICS) is, the reporting requirements, and how to fill out the NICS reporting fields on the CJIS Site. Reporting NICS information accurately and timely can make all the difference in a citizen's life and protect officers and civilians throughout the state.*

### **Non-Criminal Justice Unit - Preparing for a Secure Site Audit**

*This training session offers an overview and supplies resources to prepare agencies for a non-criminal justice audit. Specifically, the training provides guidance and support for agencies that utilize the Secure Site to review criminal histories for background check purposes.*



# 2023 Crime Records Conference

---

August 8-11, 2023  
College Station, TX

## **Quality Fingerprint Training - How to Properly Fingerprint**

*The goal of the Quality Fingerprint Training is to educate Law Enforcement Agencies on the proper techniques for obtaining good quality fingerprints. It will teach them the reasons why a good quality set of fingerprints needs to be taken and what are the consequences if a poor set is taken. All attendees will understand the proper method of taking quality fingerprints and how to handle the challenging situations such as arthritic fingers. This class provides a hands-on demonstration as well as practice for any attendee with additional information provided on how to obtain these prints.*

**4:00 PM - 5:00 PM**

## **Breakout Sessions**

### **Biometric Services - Biometrics, the Electronic Arrest Reporting (EAR) Program, and Mobile ID**

*This session provides an overview, and the benefits, of the Electronic Arrest Reporting (EAR) program as well as other livescan transaction types. Attendees will learn the layout of a livescan record and requirements for submitting EAR to DPS. This course will provide a setting for dialogue regarding current livescan requirements, as well as discuss troubleshooting EAR/livescan issues. Topics include Secure Communities and Mobile ID.*

### **Non-Criminal Justice Unit - Secure Site Audit Training for 411.097 (Schools)**

*This training session is geared towards ensuring compliance with the FBI CJIS Security Policy and the DPS Access and Dissemination Policy. Participants will be trained on how to use the FACT Clearinghouse and Criminal History Search Services to conduct background checks specific to their legislative authority as Local and Regional Educational Entities under Texas Government Code § 411.097. The training also covers the non-criminal justice audit process and provides tips to prepare for audits. Overall, the program aims to ensure that individuals handling criminal justice information understand their responsibilities and comply with legal and regulatory requirements.*

## **Quality Fingerprint Training - How to Properly Fingerprint**

*The goal of the Quality Fingerprint Training is to educate Law Enforcement Agencies on the proper techniques for obtaining good quality fingerprints. It will teach them the reasons why a good quality set of fingerprints needs to be taken and what are the consequences if a poor set is taken. All attendees will understand the proper method of taking quality fingerprints and how to handle the challenging situations such as arthritic fingers. This class provides a hands-on demonstration as well as practice for any attendee with additional information provided on how to obtain these prints.*

**Thursday, August 10, 2023**

**8:00 AM - 9:00 AM**

## **Breakout Sessions**

### **CJIS Security Office - Technical Audit Elements - Network Diagram Basics**

*This technical presentation, primarily for the Terminal Agency Coordinator (TAC) and the Local Agency Security Officer (LASO), is a detailed walk-through of what to expect during a CJIS Security Technical Audit. Emphasis is on all currently auditable/sanctionable sections of the CJIS Security Policy (CJISSECPOL), including the newly released modernized security controls by the FBI, and network diagram fundamentals, used to accurately depict the agency CJIS network infrastructure.*



# 2023 Crime Records Conference

---

August 8-11, 2023  
College Station, TX

## **Sex Offender Registration - Duties of Registration under Chapter 62, Texas CCP (2 Hour Course)**

*This course provides an overview of the duties of registration as a sex offender in Texas as required by Chapter 62, Texas Code of Criminal Procedure. The class will review all requirements listed on the Notification of Registration Duties form (CR-32) to help attendees gain a better understanding of what is required as a registered sex offender. Attendees will gain a better understanding of why this form is important, when it should be completed, and common compliance violations.*

## **Non-Criminal Justice Unit - Secure Site Name-Base Training**

*This training session is geared towards ensuring compliance with the FBI CJIS Security Policy and the DPS Access and Dissemination Policy. Participants will be trained on how to use the Criminal History Search Service to conduct background checks more efficiently. The training also covers the non-criminal justice audit process and provides tips to prepare for audits. Overall, the program aims to ensure that individuals handling criminal justice information understand their responsibilities and comply with legal and regulatory requirements.*

## **Quality Fingerprint Training - How to Properly Fingerprint**

*The goal of the Quality Fingerprint Training is to educate Law Enforcement Agencies on the proper techniques for obtaining good quality fingerprints. It will teach them the reasons why a good quality set of fingerprints needs to be taken and what are the consequences if a poor set is taken. All attendees will understand the proper method of taking quality fingerprints and how to handle the challenging situations such as arthritic fingers. This class provides a hands-on demonstration as well as practice for any attendee with additional information provided on how to obtain these prints.*

**9:15 AM - 10:15 AM**

## **Breakout Sessions**

### **CJIS Security Office - CJIS Security Policy Updates and Modernization (2 Hour Course)**

*This technical presentation, primarily for the Local Agency Security Officer (LASO), is an overview of the CJIS Security Policy (CJISSECPOL) Modernization efforts currently underway by the FBI to align the current CJISSECPOL with the moderate security controls of NIST 800-53r5. Emphasis is on the security controls currently auditable/sanctionable as released in CJISSECPOL version 5.9.1 (released October 1, 2022) and version 5.9.2 (released December 7, 2022). Subsequent releases of the CJISSECPOL are anticipated to be version 5.9.3 released in the Spring of 2023, version 5.9.4 released in the Fall of 2023, and then the fully modernized release, version 6.0, released in the Spring of 2024.*

### **Non-Criminal Justice Unit - Preparing for a Secure Site Audit**

*This training session offers an overview and supplies resources to prepare agencies for a non-criminal justice audit. Specifically, the training provides guidance and support for agencies that utilize the Secure Site to review criminal histories for background check purposes.*



# 2023 Crime Records Conference

---

August 8-11, 2023  
College Station, TX

## **Quality Fingerprint Training - How to Properly Fingerprint**

*The goal of the Quality Fingerprint Training is to educate Law Enforcement Agencies on the proper techniques for obtaining good quality fingerprints. It will teach them the reasons why a good quality set of fingerprints needs to be taken and what are the consequences if a poor set is taken. All attendees will understand the proper method of taking quality fingerprints and how to handle the challenging situations such as arthritic fingers. This class provides a hands-on demonstration as well as practice for any attendee with additional information provided on how to obtain these prints.*

**10:30 AM - 11:30 AM**

## **Breakout Sessions**

### **Sex Offender Registration - Best Practices for Successful SOR Program Management: Administration, Verifications, Compliance**

*This course provides an overview for sex offender registration program management for registration authorities. The goal of the class is to help program administrators learn best practices from the field for successful sex offender program management. We will discuss registration requirements and the important components of effective program management including administration, compliance, and prosecution.*

### **Non-Criminal Justice Unit - Secure Site Audit Training for 411.097 (Schools)**

*This training session is geared towards ensuring compliance with the FBI CJIS Security Policy and the DPS Access and Dissemination Policy. Participants will be trained on how to use the FACT Clearinghouse and Criminal History Search Services to conduct background checks specific to their legislative authority as Local and Regional Educational Entities under Texas Government Code § 411.097. The training also covers the non-criminal justice audit process and provides tips to prepare for audits. Overall, the program aims to ensure that individuals handling criminal justice information understand their responsibilities and comply with legal and regulatory requirements.*

## **Quality Fingerprint Training - How to Properly Fingerprint**

*The goal of the Quality Fingerprint Training is to educate Law Enforcement Agencies on the proper techniques for obtaining good quality fingerprints. It will teach them the reasons why a good quality set of fingerprints needs to be taken and what are the consequences if a poor set is taken. All attendees will understand the proper method of taking quality fingerprints and how to handle the challenging situations such as arthritic fingers. This class provides a hands-on demonstration as well as practice for any attendee with additional information provided on how to obtain these prints.*

**11:30 AM - 11:45 AM**

**Transition from Breakout Sessions to Lunch**

**11:45 AM - 12:45 PM**

**Lunch on your own**

**12:45 PM - 1:00 PM**

**Transition from Lunch to Breakout Sessions**



# 2023 Crime Records Conference

---

August 8-11, 2023  
College Station, TX

**1:00 PM - 2:00 PM**

## **Breakout Sessions**

### **Error Resolution - Criminal Procedures, Corrections, Switch Print/Switch Records, and Misuse of Identity**

*This session will provide an overview of Criminal Procedures, Arrest Records, Corrections, Switch Print/Switch Records, as well as Misuse of Identity. Having the correct information reported in the CCH database is extremely important for all who have access. In addition to law enforcement, FBI, and judicial agencies, the CCH database is also accessed by legislatively authorized entities to help determine eligibility for employment, immigration, adoption, housing, and licensing. Examples and discussion of the information will be offered during the class.*

### **Sex Offender Registration - Legal Determinations/ Non-Texas Registrations**

*When does a person have a duty to register in Texas? This course will explore this subject by helping our stakeholders understand the step-by-step process for determining a duty to register in Texas and what is required for the registration process. The focus will be on non-Texas sex offenders who have out-of-state, Federal, or Military sex offenses and are now residing in Texas. We will also walk through what is required and how to complete non-Texas sex offender registrations.*

### **Non-Criminal Justice Unit - Preparing for a Secure Site Audit**

*This training session offers an overview and supplies resources to prepare agencies for a non-criminal justice audit. Specifically, the training provides guidance and support for agencies that utilize the Secure Site to review criminal histories for background check purposes.*

### **DPS Personnel Available for Questions**

**2:15 PM - 3:15 PM**

## **Breakout Sessions**

### **CJIS – Criminal History Reporting - Class C Family Violence (Municipal & JP)**

*This session will provide information for filling out the CR-43 and CR-44 arrest and court segments for Class C Family Violence reporting. Knowing the correct information, and which fields to enter it into, is the beginning step in reporting to CCH. Reporting the arrest and court information completely, accurately, and timely on every Class C Family Violence charge can make all the difference in a citizen's life, protect officers and civilians throughout the state, and ensure Completeness Percentages of 90% or better.*

### **Sex Offender Registration - Sex Offender Registration Secure Website Best Practices**

*This course provides an overview of some best practices on using the Sex Offender Registration (SOR) Secure Website to help our SOR stakeholders maximize the effectiveness of their program. The attendees will see an overview of some commonly used features such as modifying entries, completing verifications, conducting advanced searches, and resolving errors. It will also clarify some of the most common errors made during information entry, highlight areas where offender data is often missing, and discuss best practices for resolving common issues. Attendees will have an enhanced understanding of utilizing the SOR Secure Website.*



# 2023 Crime Records Conference

---

August 8-11, 2023  
College Station, TX

## **Non-Criminal Justice Unit - Name-Base/Fingerprint Training (2 hour course)**

*This training session is geared towards ensuring compliance with the FBI CJIS Security Policy and the DPS Access and Dissemination Policy. Participants will be trained on how to use the FACT Clearinghouse and Criminal History Search Services to conduct background checks. The training also covers the non-criminal justice audit process and provides tips to prepare for audits. Overall, the program aims to ensure that individuals handling criminal justice information understand their responsibilities and comply with legal and regulatory requirements.*

**DPS Personnel Available for Questions**

**3:30 PM - 4:30 PM**

## **Breakout Sessions**

### **CJIS – Criminal History Reporting - NICS Reporting**

*This session will provide information on what the National Instant Criminal Background Check System (NICS) is, the reporting requirements, and how to fill out the NICS reporting fields on the CJIS Site. Reporting NICS information accurately and timely can make all the difference in a citizen's life and protect officers and civilians throughout the state.*

### **Sex Offender Registration - Ending Registration Dates and Removal from The Sex Offender Registry with An Overview of Reporting Deceased Registrants**

*This presentation addresses the requirements to remove registered sex offenders from the Sex Offender Registry and website. Attendees will be given an overview of the Request for Removal from the Sex Offender Registry form (CR-33), learn about the required supporting documentation, and discover best practices for acquiring the supporting documentation. Attendees will also learn how to identify why a person has a continuing duty to register and what common errors to avoid during the submission process. There will also be a brief overview of reporting deceased registrants to DPS and the documentation needed to update or remove a deceased offender from the sex offender registry.*

**DPS Personnel Available for Questions**



# 2023 Crime Records Conference

---

August 8-11, 2023  
College Station, TX

## Friday, August 11, 2023

**8:00 AM - 9:00 AM**

### **Breakout Sessions**

#### **TCIC Training/Audit - Preparing for Audits**

*This course teaches how to prepare for TCIC auditing your agency. This will include all audits under TCIC's purview. (TCIC (Entering & Non-entering)/TXGANG/DPS Comm)*

#### **Incident-Based Reporting - NIBRS Overview: Reporting, Roles, and Responsibilities (2 hour course)**

*The presentation highlights the roles and responsibilities of UCR agencies and DPS UCR Program staff. Participants will gain a basic understanding of UCR reporting and how to upload a NIBRS file via the DPS online system as well as identify, review, and correct the errors that are created from the monthly submission file.*

#### **Non-Criminal Justice Unit - Secure Site Name-Base Training**

*This training session is geared towards ensuring compliance with the FBI CJIS Security Policy and the DPS Access and Dissemination Policy. Participants will be trained on how to use the Criminal History Search Service to conduct background checks more efficiently. The training also covers the non-criminal justice audit process and provides tips to prepare for audits. Overall, the program aims to ensure that individuals handling criminal justice information understand their responsibilities and comply with legal and regulatory requirements.*

#### **DPS Personnel Available for Questions**

**9:15 AM - 10:15 AM**

### **Breakout Sessions**

#### **TCIC Training/Audit - TXGang/ALPR**

*This course will discuss TXGang and the Automated License Plate Reader Program. It will describe the requirements for accessing these restricted systems, introduce TXGang documentation standards, and provide guidance on adding gang members information. The course will also cover hotlist access.*

#### **Non-Criminal Justice Unit - Preparing for a Secure Site Audit**

*This training session offers an overview and supplies resources to prepare agencies for a non-criminal justice audit. Specifically, the training provides guidance and support for agencies that utilize the Secure Site to review criminal histories for background check purposes.*

#### **DPS Personnel Available for Questions**

**10:30 AM - 11:30 AM**

### **Breakout Sessions**

#### **TCIC Training/Audit - Protection Orders/Conditions of Bond**

*This session will review the Protection Order File and provide agencies with a better understanding of expectations when entering protection orders. It will also cover the laws regarding Conditions of Bond (COB), to include HB 766/SB 6, that require agencies to enter COB for subjects as well as provide entry expectations in OpenFox and guidance on supporting documentation.*



# 2023 Crime Records Conference

---

August 8-11, 2023  
College Station, TX

## **Incident-Based Reporting - Molly Jane's Law/ViCAP**

*This presentation will help you understand the basics of House Bill 3106 (Molly Jane's Law) and the Texas requirements for law enforcement agencies on reporting incidents that apply to Molly Jane's Law.*

## **Non-Criminal Justice Unit - Secure Site Audit Training for 411.097 (Schools)**

*This training session is geared towards ensuring compliance with the FBI CJIS Security Policy and the DPS Access and Dissemination Policy. Participants will be trained on how to use the FACT Clearinghouse and Criminal History Search Services to conduct background checks specific to their legislative authority as Local and Regional Educational Entities under Texas Government Code § 411.097. The training also covers the non-criminal justice audit process and provides tips to prepare for audits. Overall, the program aims to ensure that individuals handling criminal justice information understand their responsibilities and comply with legal and regulatory requirements.*

## **DPS Personnel Available for Questions**

**11:30 AM - 11:45 AM**

**Transition from Breakout Sessions to Lunch**

**11:45 AM - 12:45 PM**

**Lunch on your own**

**12:45 PM - 1:00 PM**

**Transition from Lunch to Breakout Sessions**

**1:00 PM - 2:00 PM**

## **Breakout Sessions**

### **TCIC Training/Audit - Missing Person/State Conservatorship**

*This session will discuss the Missing Person File and State Conservatorship. It will also set expectations for agencies should DFPS approach them requesting entry of a missing child(ren) with State Conservatorship.*

### **Incident-Based Reporting - NIBRS Errors and How to Fix Them (2 hour course)**

*This course highlights various NIBRS errors, warnings, where to locate errors in the DPS system, and how to correct them.*

### **Non-Criminal Justice Unit - Preparing for a Secure Site Audit**

*This training session offers an overview and supplies resources to prepare agencies for a non-criminal justice audit. Specifically, the training provides guidance and support for agencies that utilize the Secure Site to review criminal histories for background check purposes.*

## **DPS Personnel Available for Questions**



# 2023 Crime Records Conference

---

August 8-11, 2023  
College Station, TX

**2:15 PM - 3:15 PM**

## **Breakout Sessions**

### **TCIC Training/Audit - BSCA (U21 Information Requests)**

*This course explains the National Instant Background Check System (NICS) and how it's affected by the recently passed Bipartisan Safer Communities Act. The course will also outline the expectations for agencies as they begin to receive the \$.H.U21 requests and provide procedures for future interaction with NICS.*

### **Non-Criminal Justice Unit - Name-Base/Fingerprint Training (2 hour course)**

*This training session is geared towards ensuring compliance with the FBI CJIS Security Policy and the DPS Access and Dissemination Policy. Participants will be trained on how to use the FACT Clearinghouse and Criminal History Search Services to conduct background checks. The training also covers the non-criminal justice audit process and provides tips to prepare for audits. Overall, the program aims to ensure that individuals handling criminal justice information understand their responsibilities and comply with legal and regulatory requirements.*

**DPS Personnel Available for Questions**

**3:30 PM - 4:30 PM**

## **Breakout Sessions**

### **TCIC Training/Audit - Preparing for Audits**

*This course teaches how to prepare for TCIC auditing your agency. This will include all audits under TCIC's purview. (TCIC (Entering & Non-entering)/TXGANG/DPS Comm)*

### **Incident-Based Reporting - Texas Specific Errors "T" Errors**

*This course will introduce and inform law enforcement agencies about the Texas Mandated Reports' Texas Specific Errors and provide possible solutions for avoiding these errors within Uniform Crime Reporting.*

**DPS Personnel Available for Questions**

**Heather Hart**

---

**Subject:**

FW: Hyatt House Bryan / College Station - Confirmation - APRIL LONG - 08-Aug-2023 - 50496726

You don't often get email from [no-reply@t1.hpe-esp.hyatt.com](mailto:no-reply@t1.hpe-esp.hyatt.com). [Learn why this is important](#)

**CAUTION: This email originated from outside of the Johnson County email system.  
Use care when opening links or attachments. Report suspicious emails.**

Your reservation is confirmed.

[Customer Service](#)



## Reservation Confirmation

Confirmation Number: #50496726

### Pet friendly



At Hyatt House Bryan / College Station, we know that no vacation is complete without your beloved animal companions. For a fee, we welcome you to bring one dog weighing 50 pounds or less or two dogs weighing 75 pounds or less combined.

[Learn more](#)

### Hyatt House Bryan / College Station



3062 Wildflower Dr.  
Bryan, TX 77802, US



+979 704 6744

## Check-In

**Date:** Tuesday, 08-Aug-2023

**Time:** 03:00 PM

## Checkout

**Date:** Friday, 11-Aug-2023

**Time:** 12:00 PM

## Safety first, wellbeing always

Hyatt's Global Care & Cleanliness Commitment focuses on the safety and wellbeing of our guests and colleagues and builds on our existing rigorous safety and cleanliness protocols.

[Learn more](#)

## More European destinations



Your world is expanding. 35+ Inclusive Collection hotels and resorts in some of Europe's most coveted vacation destinations—from the Canary Islands to Corfu—have joined World of Hyatt. Join today and discover a world of more rewarding stays.

[Join now](#)

## Manage your Stay

We look forward to welcoming you to our hotel. Please let us know if there is anything we can do to help you make the most of your time away.

[Learn more](#)

## Reservation Details

### **Note from Hyatt House Bryan / College Station**

HI. WELCOME TO HYATT HOUSE. MAKE YOURSELF AT HOME WITH OUR COMPLIMENTARY HOT BREAKFAST, FREE WI-FI , 24/7 WORKOUT ROOM AND FULL KITCHENS. EARN FREE STAYS WITH WORLD OF HYATT. VALID CREDIT CARD REQUIRED AT CHECK IN. ENJOY THE HOUSE!

**Guest Name:** APRIL LONG

**Number of Adults:** 1

**Number of Children:** 0

**Room(s) Booked:** 2

**Room Type:** DEN K NO SFBD

**Room Description:**

1 King Bed:Separate Seating area:Non-Smoking Hot Breakfast:Free Wireless:Flat Panel TV

**Nightly Rate per Room:**

August 8 - August 10 - 98.00 US DOLLARS

**Type of Rate:** DPS - CRIME D...

**Rate Information:** Rate is eligible to earn points and tier credit.

**Additional Tax, Fees and Service Charges:**

**CITY TAX:** 7.000%