

# Warrant and Disposition Management

## 2011 State Survey

*Final Report*

*January 2012*



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## I. INTRODUCTION

The National Center for State Courts (NCSC) and SEARCH, the National Consortium for Justice Information and Statistics, were awarded a grant from the Bureau of Justice Assistance to identify and address issues affecting the reporting of disposition and warrant information to state and national databases. In conjunction with this project, NCSC and SEARCH distributed two surveys to justice and public safety organizations in each state in the spring of 2011. The first survey (“Full Survey”) was distributed to state criminal records and warrant repositories and asked several questions regarding how effectively warrant and disposition reporting is accomplished in the state. The second survey (“General Survey”), an abbreviated version of the Full Survey, was distributed to law enforcement, prosecution, and court agencies in each state to collect their perceptions regarding the arrest, disposition, and warrant information received from the state repositories. Together, these surveys were designed to gather information that NCSC and SEARCH could use to:

- Ascertain the perceived scope and nature of problems related to warrant and disposition reporting.
- Identify common issues regarding warrant and disposition reporting that could potentially be addressed through some combination of technology, business process improvements, and legislative/policy changes.
- Identify common factors among states that are effective (or ineffective) in reporting dispositions and managing warrants.
- Identify states that are candidates for hosting pilot projects designed to improve the availability of arrest, disposition, and warrant information.

The remainder of this report presents the results of the surveys in three sections:

- Survey Method and Response Rates
- Disposition Management
- Warrant Management

Additionally, the report contains three appendices:

- Appendix A: State-specific response data. This appendix contains survey response information specific to individual states.
- Appendix B: Full Survey. This appendix contains the questions asked in the survey sent to state criminal history and warrant repositories.
- Appendix C: General Survey. This appendix contains the questions asked in the abbreviated survey, which was sent to other justice and public safety agencies.

## II. SURVEY METHOD AND RESPONSE RATES

This section describes the methods by which the surveys were developed and distributed, as well as how survey recipients provided their responses. Further, it discusses the response rates for both surveys.

### A. METHOD

Questions for both surveys were developed collaboratively by NCSC and SEARCH and entered in a web survey application called Confirmit. The surveys were designed to elicit useful information as efficiently as possible, without imposing an undue burden or surpressing the response rate. The General Survey was designed to complement the Full Survey by providing the perspective of users of the state criminal record repository records, as a balance to the view of those repositories.

Using a link to the Conformat<sup>1</sup> Internet survey system provided by NCSC, respondents accessed the surveys and answered the questions on line. Respondents for both surveys were given three weeks to submit their responses. The Full Survey was sent to Identification Bureau contacts at each of the 50 states and the District of Columbia. NCSC took the following steps to help ensure a high response rate.

- One week before the Full Survey was administered, NCSC sent a letter informing potential respondents (repository staff) of the WDM project and the types of questions the survey would ask.
- NCSC distributed the survey notification and access information to all potential respondents via e-mail.
- Project staff was available during the survey response period and provided assistance to respondents in completing the survey.
- Three weeks after the survey was notice was distributed, NCSC sent a reminder e-mail to those who had not yet completed their survey.

NCSC distributed the General Survey through several channels. Specifically, the General Survey was distributed to several criminal justice associations. Some of these associations sent the survey out to their members via their listservs, while others provided email addresses so the survey link could be sent out by NCSC staff. The respondents to the General Survey could not be tracked and therefore, no reminder email could be sent. The associations that received the survey are listed below.

- National Sheriff's Association – approximately 22,000 members

- Court Information Technology Officer Consortium (CITOC) – 55 members
- National Association of Court Managers (NACM) – approximately 2,000 members
- Major Cities Chiefs Association – 63 members – 1.5 million in population and a minimum of 1,000 sworn law enforcement officers
- National District Attorneys Association – representing more than 39,000 prosecutors

## II. RESPONSE RATES

The overall response rate for the Full Survey was very high: 98%<sup>2</sup>.

- 46 states responded completely, meaning they answered questions in every section of the survey. However, not all of these respondents answered every question in the survey.
- 3 states (Oklahoma, Massachusetts, and Maine) responded partially, meaning they did not complete every section of the survey.
- 1 state (Mississippi) did not respond to the survey.

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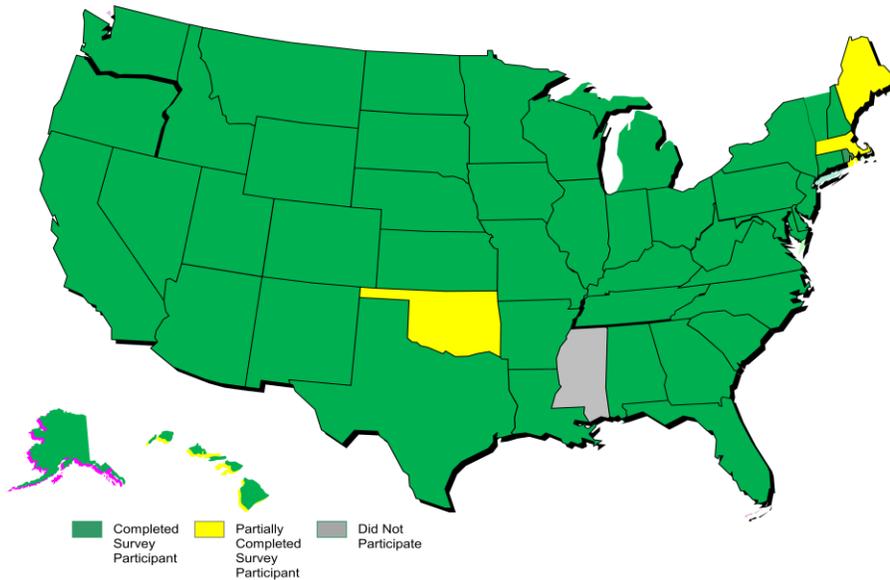
<sup>1</sup> <http://www.confirmit.com/home.aspx>

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<sup>2</sup> Including states that responded completely and only partially.

Figure 1 displays the responsiveness of each state.

**Figure 1. Full Survey Participation by State**

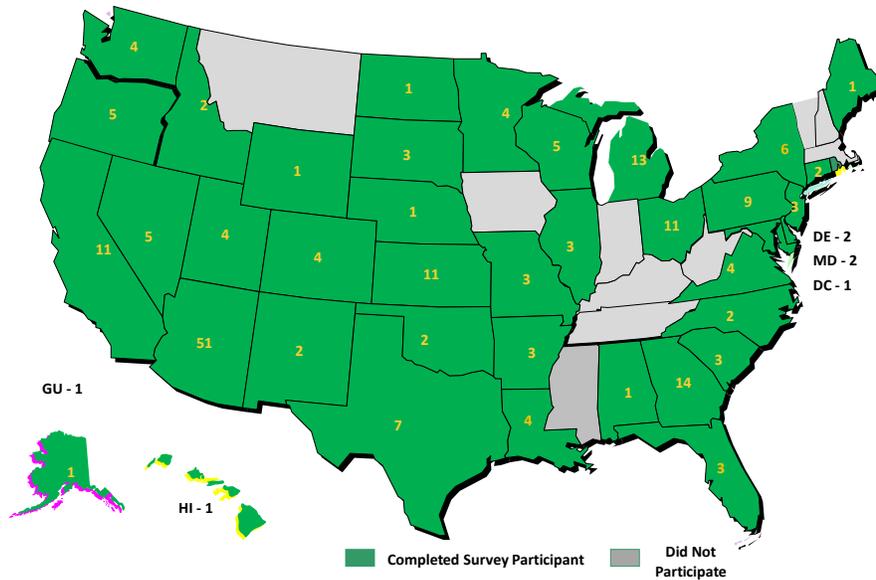


Measuring the response rate of the General Survey is very difficult due to the method in which it was distributed. Since the survey was sent to associations that were asked to distribute it to members, NCSC cannot determine how many agencies or individuals actually received the survey. This makes it impossible to know the percentage of recipients that responded. However, the number of individuals who

responded from each state can be determined through Confirmit. Those numbers are shown, by state, on the map below. Overall, 80% of states are represented among the 218 respondents, with the number of respondents in each responding state ranging from 1 to 51.

As with the Full Survey, not every respondent answered every question in the survey.

**Figure 2. General Survey Participation State**



As shown in the table, the number of responses received is quite low and varies significantly between states. And within many states, all or several responses came from the same type of agency (e.g., police department). The results of the General Survey are, consequently, of very limited value. However, comments received in responses to the General Survey are included in the report and Appendix A.

### III. DISPOSITION MANAGEMENT

This section presents the results of the Full Survey that pertain to the reporting of arrest and prosecution charges and court dispositions. It begins by presenting and discussing the timeliness, accuracy and completeness of records as reported by all responding states. It then discusses several factors regarding the states' reporting environments (e.g., whether reporting is automated, whether the state participates in the National Fingerprint File program, whether the state maintains a

suspense file) and any correlations between the factors and quality of reporting (i.e., timeliness, accuracy and completeness). Finally, it presents challenges that states and local agencies reported having with respect to disposition management.

#### A. TIMELINESS, ACCURACY, AND COMPLETENESS OF RECORDS

The Full Survey asked criminal records history representatives to rate the effectiveness of their overall reporting and the timeliness, accuracy and completeness of records in three specific areas:

- Arrests
- Prosecution Charges
- Dispositions

The questions and responses are presented below.

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1. OVERALL

Repository representatives were asked the following question:

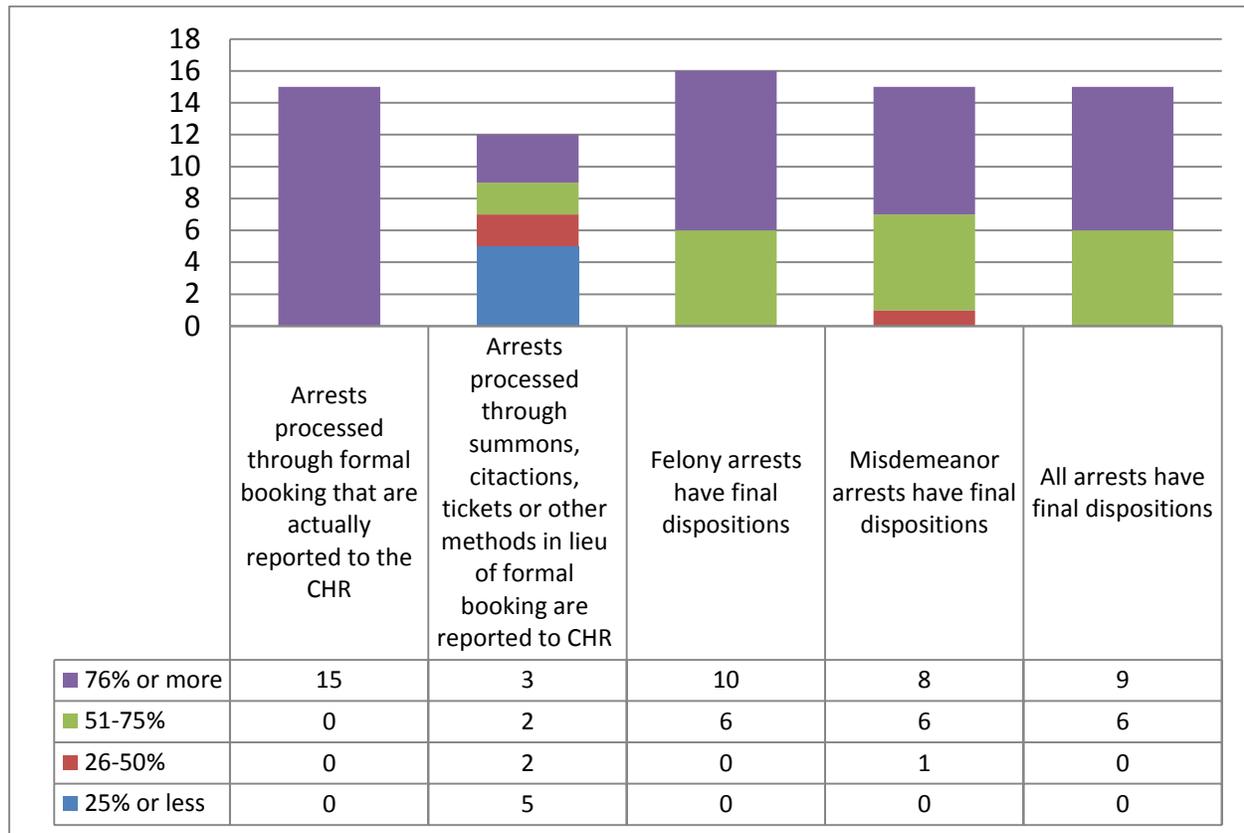
*Please provide your best estimate of the following. (Note: We are not requesting that you undertake actual counts, only that you give a reasonable estimate of where your state falls in these broad categories). What percentage of: (<25% 26-50% 51-75% >75%)*

- a. Arrests processed through formal booking that are reportable to the criminal records repository are actually reported?*
- b. Arrests processed through summons, citations, desk appearance tickets or other methods in lieu of formal booking that are reportable to the criminal records repository are actually reported?*

- c. Felony arrests in the criminal records repository have final dispositions associated with them?*
- d. Misdemeanor arrests in the criminal records repository have final dispositions associated with them?*
- e. All arrests in the criminal records repository have final dispositions associated with them?*
- f. Dispositions reported to the criminal records repository on arrests are forwarded to the FBI (non National Fingerprint File States)?*

Responses to this question are summarized in Figure 3, below. As shown, responses indicate a high percentage (94%) of states report that at least 76% of reportable arrests are being reported to the state's criminal history repository. A lower number (9) of states report that at least 76% of all arrests have a final disposition associated with them in the repository. It should be noted that only 16 (as indicated by "n=16" in the title of the figure) states responded to this question.

**Figure 3. Overall estimates of the percentage of certain types of records in the state's CHR (n=16)**



## 2. ARRESTS

Criminal history repository representatives were asked the following question:

*On a scale of 1-5, with 1 being strongly disagree and 5 being strongly agree, please indicate the extent to which you agree with the following:*

- *Arrest data provided by local jurisdictions is complete (i.e., are all reportable arrests provided).*
- *Arrest data provided by local jurisdictions is accurate.*
- *Arrest data provided by local jurisdictions is current.*

Responses to this question are summarized in Figure 4, below. Based on the responses, completeness of arrest data at the criminal history repository may be an issue, as 10 respondents disagreed (or strongly disagreed) with the statement that arrest data provided by local jurisdictions is complete (and another 4 were neutral). Conversely, only 2 respondents disagree with the statements that arrest records are accurate and no respondents disagreed with the statement that arrest data provided to the repository is current.

**Figure 4. Arrests - Timeliness, Accuracy, Completeness (n=45)**



### 3. PROSECUTION CHARGES

Criminal history repository representatives were asked the following question:

*On a scale of 1-5, with 1 being strongly disagree and 5 being strongly agree; please indicate the extent to which you agree with the following:*

*Prosecution charges (please answer only if prosecution charges are updated to your state’s criminal history record):*

- *Prosecution charging data provided to your state’s repository is complete.*

- *Prosecution charging data provided to your state’s repository is accurate.*
- *Prosecution charging data provided to your state’s repository is current.*

Responses to this question are summarized in Figure 5, below. Several states disagreed with or were neutral about the idea that their prosecution records are current (10 states), accurate (8 states), or complete (11 states). It should be noted that the question did not apply to 13 of the responding states since prosecution charges are not updated to the state criminal history repository for those states.

**Figure 5. Prosecution Charges - Timeliness, Accuracy, Completeness (n=45)**



#### 4. DISPOSITIONS

Repository representatives were asked the following question:

*On a scale of 1-5, with 1 being strongly disagree and 5 being strongly agree, please indicate the extent to which you agree with the following:*

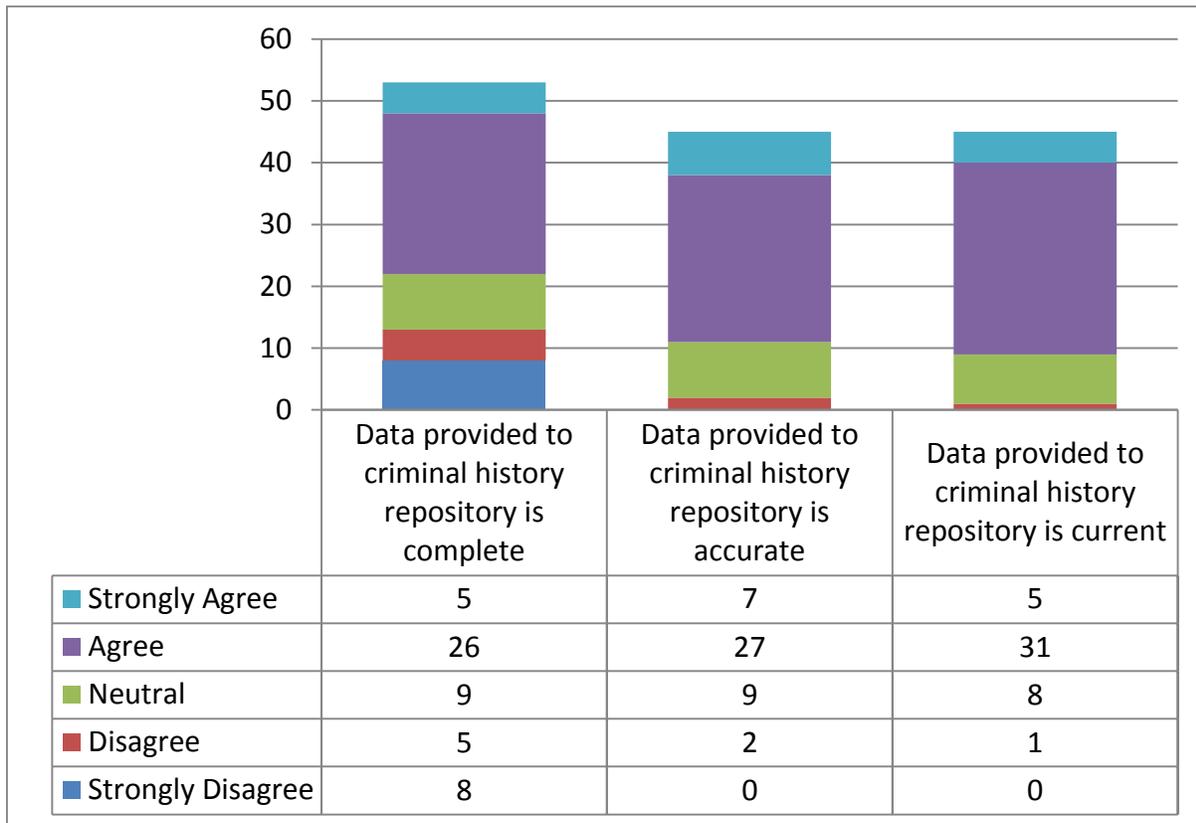
- *Disposition data provided by local jurisdictions or other sources (e.g., Administrative Office of the Courts) to the state's criminal records repository is complete.*
- *Disposition data provided by local jurisdictions or other sources to the*

*state's criminal records repository is accurate.*

- *Disposition data provided by local jurisdictions or other sources to the state's criminal records repository is current.*

Responses to this question are summarized in Figure 6, below. The majority of respondents agreed or strongly agreed that dispositions in their criminal history repositories are complete (31), current (36), and accurate (34). However, this leaves a significant percentage of states that are neutral or disagreeing with the statement that their disposition records are current (9), accurate (11), and complete (14).

**Figure 6. Dispositions - Timeliness, Accuracy, Completeness (n=45)**



**B. AUTOMATION SUPPORT AND OTHER DISPOSITION MANAGEMENT FACTORS**

States vary significantly with respect to what and how they report with respect to dispositions. This subsection highlights several factors that potentially affect how effectively states manage their dispositions.

- a. Local and state law enforcement agencies to the criminal records repository?
- b. Courts to the criminal records repository?
- c. Prosecution agencies to the criminal records repository?
- d. The criminal records repository to the FBI (non National Fingerprint File States only)?

**1. LEVELS OF AUTOMATION SUPPORT**

Criminal history repository representatives were asked to respond to the following question regarding the levels of justice automation in their states:

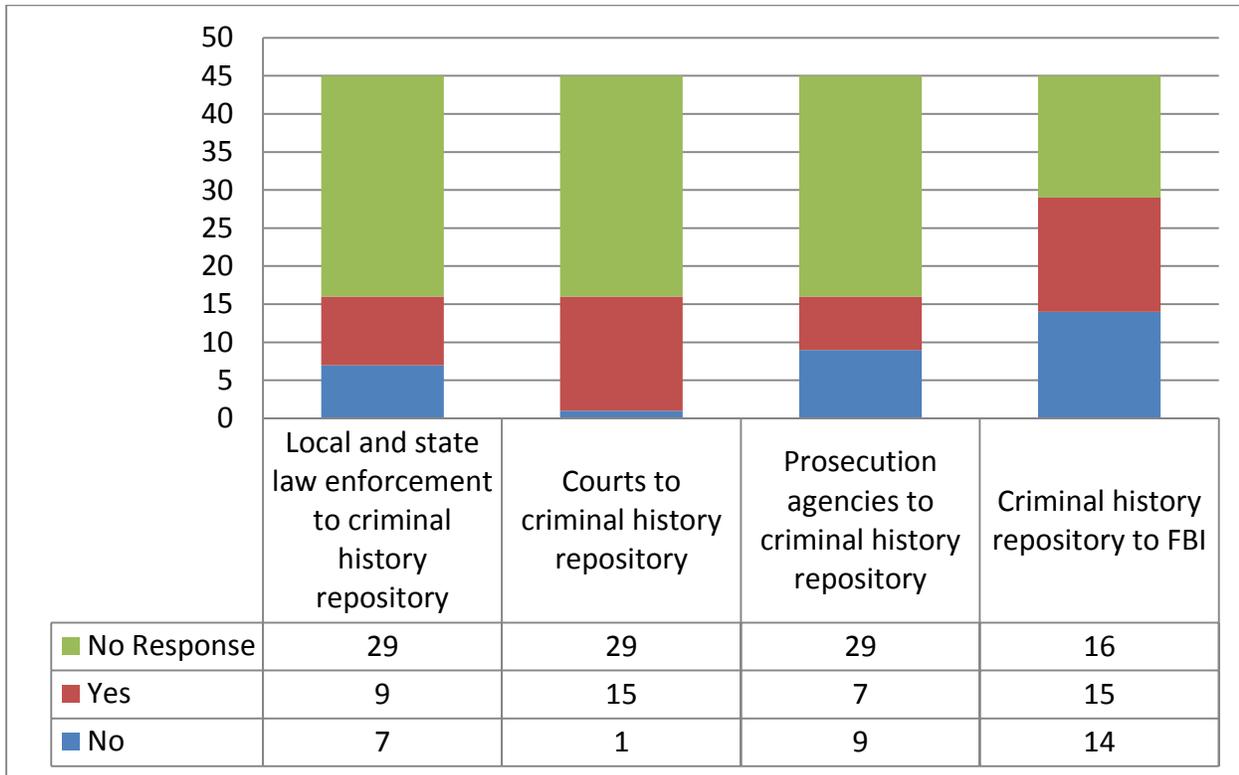
*Does your state have processes and systems in place for automatic transmission/electronic delivery of disposition information from:*

As shown in Figure 7, 14 states (31%) report that they do not have capabilities to automatically transmit disposition records to the FBI. Numerous state criminal history repository representatives did not respond to any or many of the four aspects of this question. In some cases, this makes sense. For example, NFF states did not respond to the question whether they had systems in place to electronically deliver disposition information to the FBI, since they do not report disposition information to the FBI.

Nonetheless, the low response rates greatly limits the meaning that can be placed on the

results of this question.

**Figure 7. Automatic criminal history transmission/Electronic delivery (n=45)**



## 2. OTHER REPOSITORY FACTORS

Several other factors (beyond automation) potentially affect how well a state is able to provide accurate, timely and complete disposition records. Of the 45 states that fully responded to the Full Survey:

- 13 participate in the National Fingerprint File Program<sup>3</sup>. With one exception, NFF

<sup>3</sup> NFF participants do not submit criminal history data to the FBI; rather, they assume responsibility for maintaining Interstate Identification Index (III)-indexed records for criminal and noncriminal requests. The NFF states at the time of reporting were Colorado, Florida, Georgia, Hawaii, Idaho, Kansas, Maryland, Montana, North Carolina, New Jersey, Oklahoma, Oregon, Tennessee, and Wyoming; of

states report that they agree or strongly agree that their records are complete, accurate, and timely. Non-NFF states report more mixed results.

- 36 states indicated they maintain a suspense file containing dispositions that could not be matched to arrest charges and 8 indicated that they did not. One state did not answer the question. All but 4 of the responding states either have a suspense file or procedures for handling dispositions that cannot be matched to arrest records. Since virtually all states use some method of

these 14 states, all but Oklahoma fully responded to the Full Survey. Since the time of the survey, Minnesota has become an NFF state.

addressing unmatched dispositions, no meaningful correlation is evident between this factor and timeliness, accuracy and completeness of disposition records.

- 14 states indicated they have a working group formally established by statute or administrative regulation to focus on improving disposition reporting and 7 indicated that they did not. The remaining 24 did not answer the question. Given the low response rate, no meaningful correlation could be drawn between this factor and timeliness, accuracy and completeness of disposition records.
- 26 states indicated they have a training program in place to teach disposition reporting procedures. No meaningful correlation is evident between this factor and timeliness, accuracy and completeness of disposition records.
- 17 states indicated they have a repository record audit program in place and 15 indicated they do not. 13 states indicated that the question did not apply to them. No meaningful correlation is evident between this factor and timeliness, accuracy and completeness of disposition records.

## C. CHALLENGES

The Full Survey and General Survey asked responders to identify challenges they currently face with respect to disposition reporting. Specifically, both surveys asked the following question:

*What challenges do you believe justice and public safety agencies in your state face in regards to reporting arrests, prosecution charges (if applicable), and dispositions? (check all that apply)*

- Staffing constraints*
- Budget constraints*
- Technology constraints*
- Duties and responsibilities are spread across agencies*
- Statutes do not mandate disposition reporting*
- Statutes do not mandate reporting of charge and/or disposition information by prosecutors*
- Statutes are unclear*
- Poor enforcement of reporting requirements*
- Unfamiliarity by responsible agencies or courts with the disposition reporting process*
- Poor interagency communication*
- Difficulty associating related records (e.g., matching dispositions to prosecution charges)*
- Other, please explain.*

Responses to this question are shown in Figures 8 and 9, below. As shown, the vast majority of states report having challenges related to:

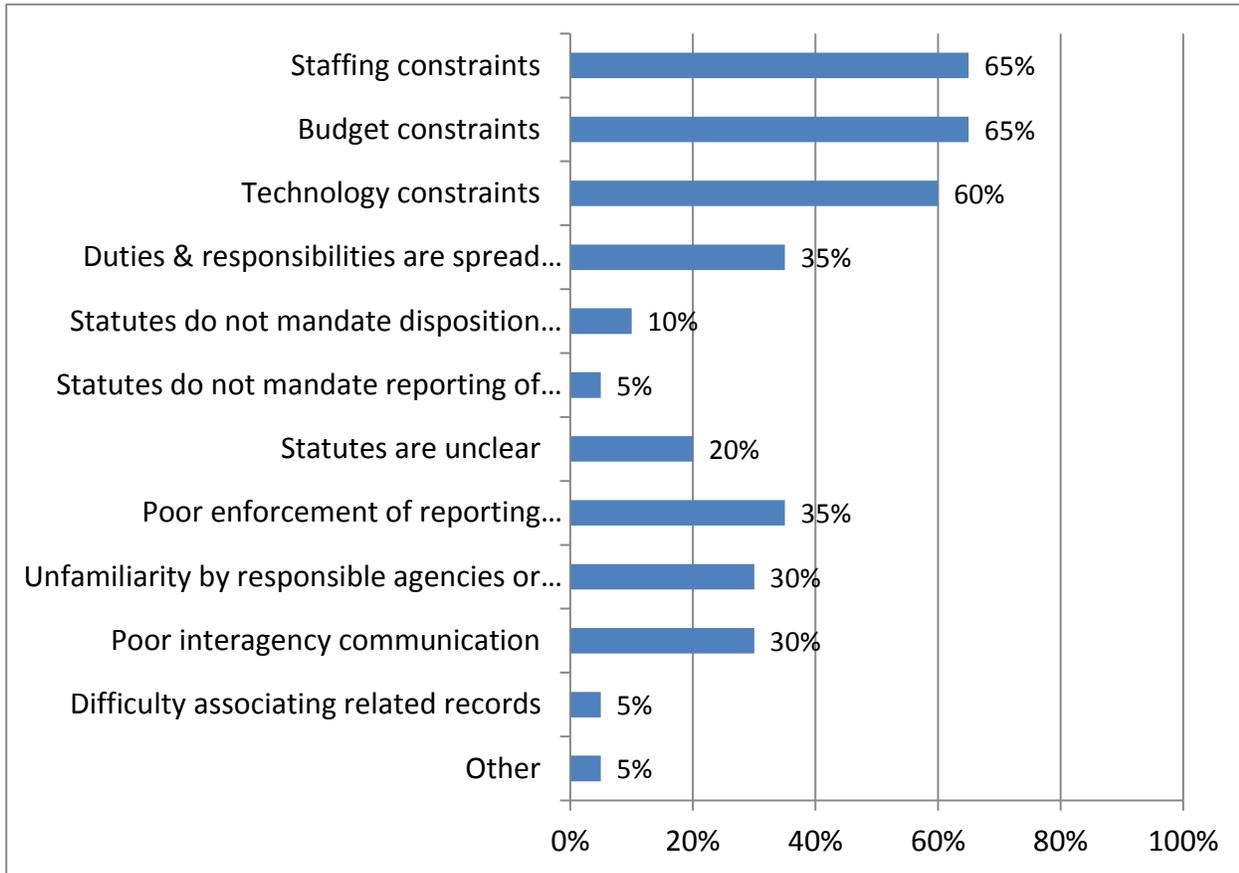
- Staffing constraints
- Budget constraints
- Technology constraints

Additionally, many agencies report having issues with:

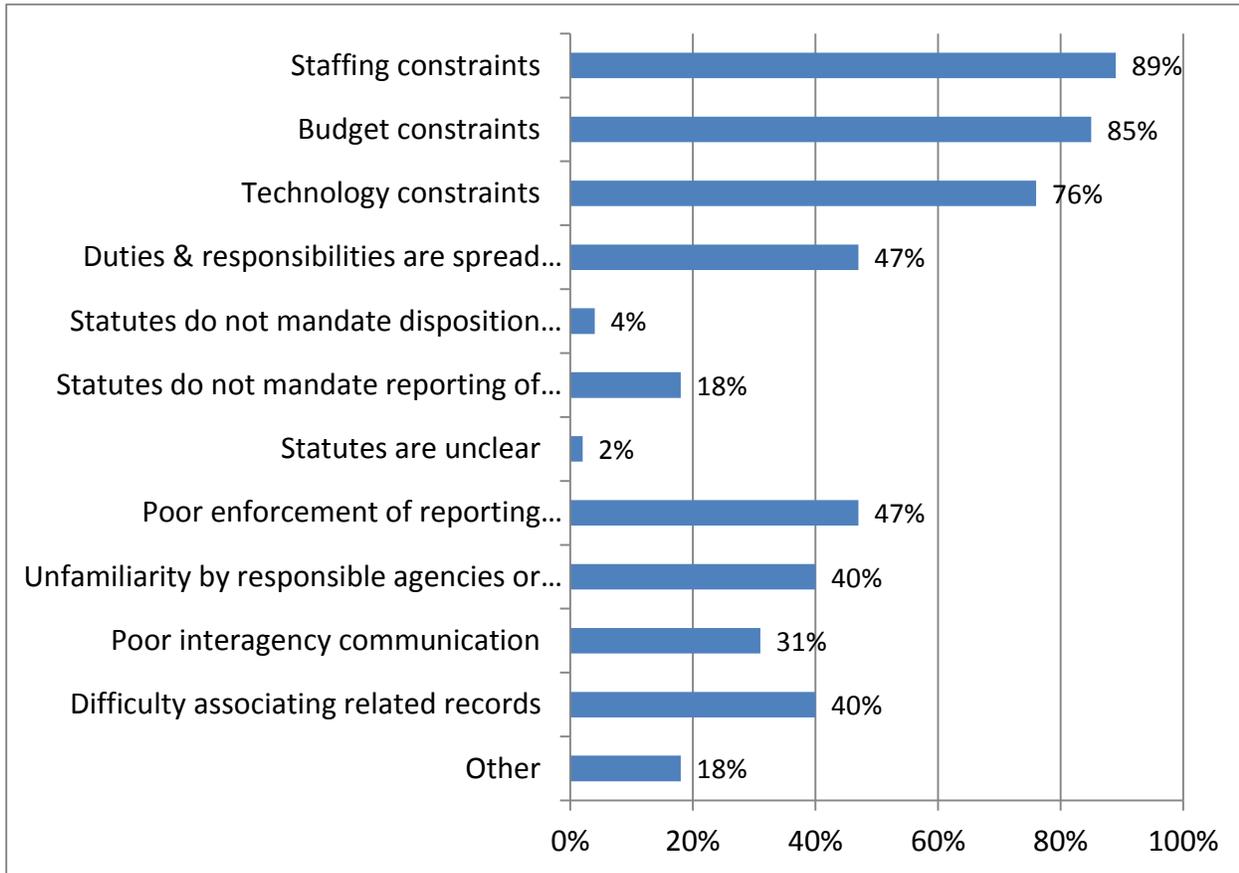
- Responsibilities spread across multiple agencies
- Poor enforcement of reporting requirements
- Unfamiliarity by responsible agencies or courts with the disposition reporting process

Finally, repositories report issues with statutes related to disposition reporting being unclear, while local agencies report issues with associating related records.

**Figure 8. Full Survey Disposition Challenges (n=45)**



**Figure 9. General Survey Disposition Challenges (n=392)**



#### IV. WARRANT MANAGEMENT

This section presents the results of the Full Survey that pertain to the management of warrants. It begins by presenting and discussing the timeliness, accuracy and completeness of warrant records as reported by all responding states. It then discusses several factors regarding the states' reporting environments (e.g., whether reporting is automated) and any correlations between the factors and quality of reporting (i.e., timeliness, accuracy and completeness). Finally, it presents challenges that states and local agencies reported having with respect to warrant management.

##### A. TIMELINESS, ACCURACY, AND COMPLETENESS OF RECORDS

The Full Survey asked responders to rate the effectiveness of their overall reporting and the timeliness, accuracy and completeness of warrant records:

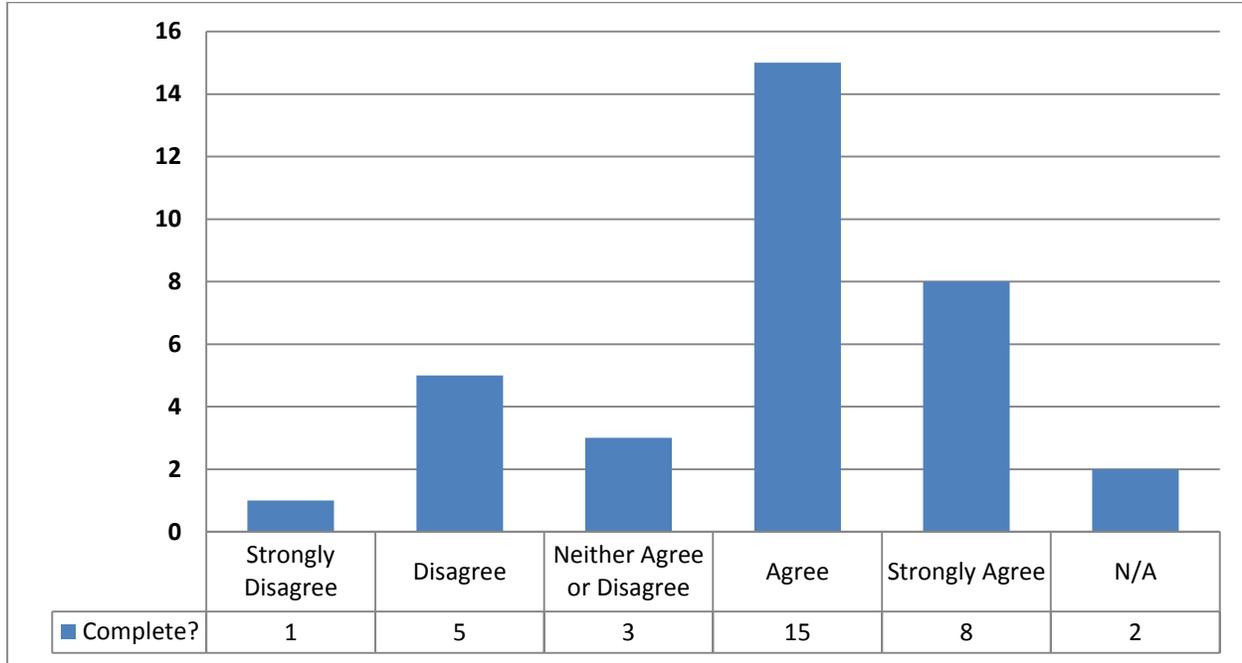
*On a scale of 1-5, with 1 being strongly disagree and 5 being strongly agree, please indicate the extent to which you agree with the following:*

- *Warrant data provided to the state repository is complete.*

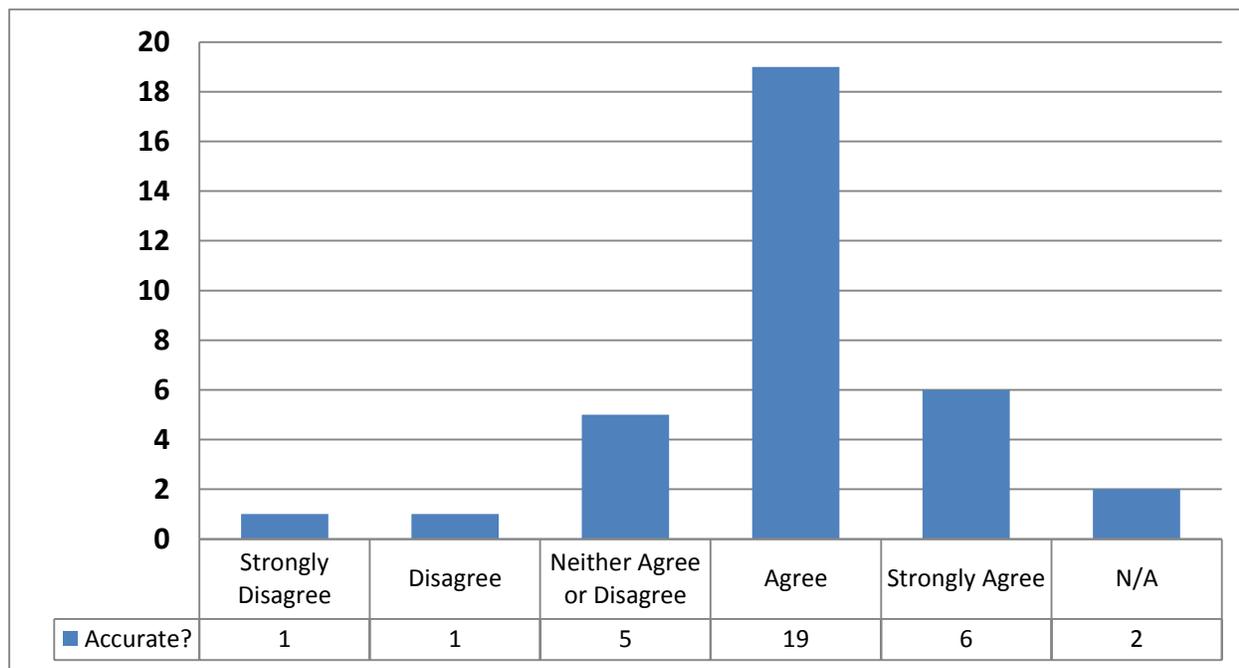
- *Warrant data provided to the state repository is accurate.*
- *Warrant data provided to the state repository is current.*

The responses are presented below. Generally speaking, most states indicate that their warrants are complete accurate, and current. Six states indicate that completeness is a problem, while only 2 indicate problems with accuracy and timeliness.

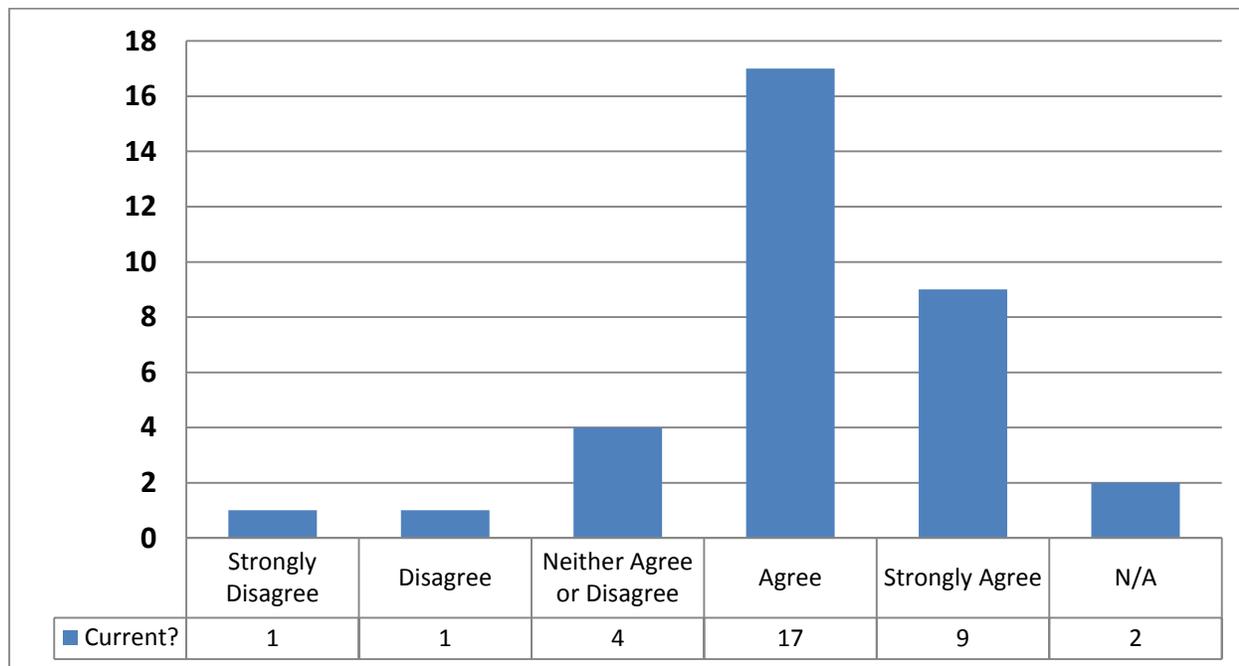
**Figure 10. Completeness of warrant repository records (n=34)**



**Figure 11. Accuracy of warrant repository records (n=34)**



**Figure 12. Timeliness of warrant repository records (n=34)**

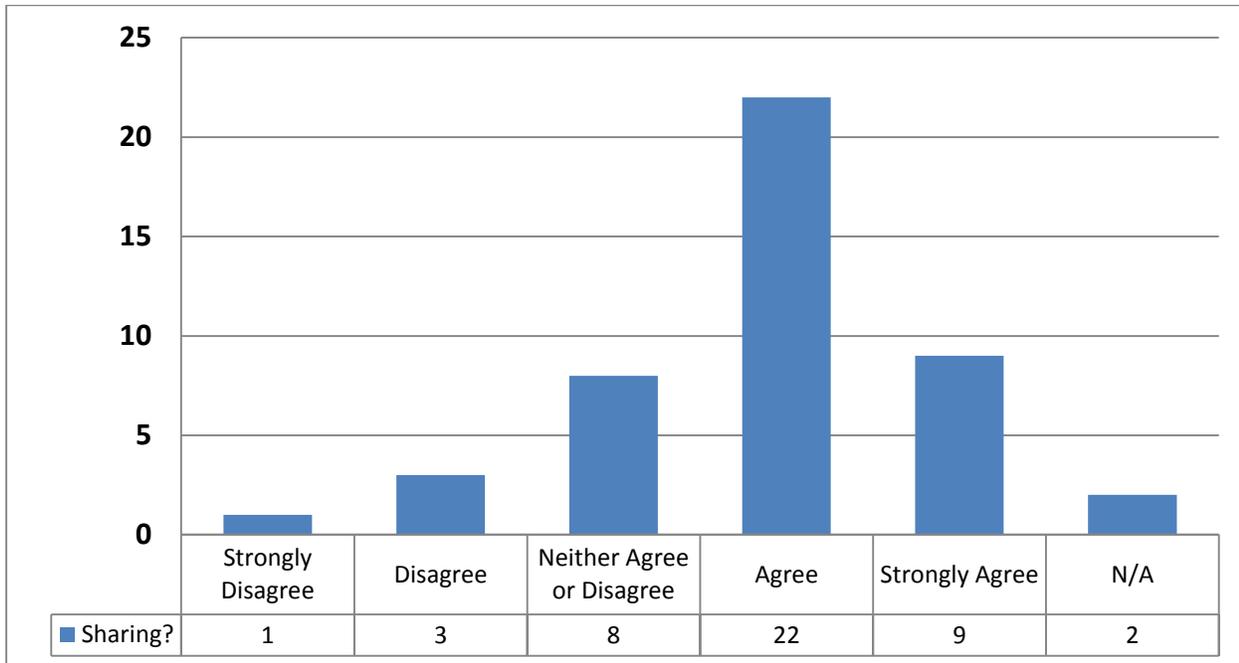


In addition to the questions above, the Full Survey asked states to answer the following question:

*When a warrant event (e.g., warrant execution) takes place, the state's*

*agencies (law enforcement, prosecutors, courts) are able to share information as necessary to ensure records are updated?*

**Figure 13. Warrant Information Sharing Capabilities (n=45)**



**B. AUTOMATION SUPPORT AND OTHER WARRANT MANAGEMENT FACTORS**

States vary significantly with respect to how they manage warrants, including where warrants are stored (centrally or locally) and how they are transmitted (electronically or manually). This subsection highlights several factors that potentially affect how effectively states manage their warrants.

**1. LEVELS OF AUTOMATION**

Repository representatives were asked to respond to the following question regarding the levels of justice automation in their states:

*Does your state have processes and systems in place for automatic transmission/electronic delivery of warrant information from: (check all that apply)*

- a. Law enforcement to the state's central warrant repository
- b. Law enforcement directly to NCIC
- c. Courts to the state's central warrant repository
- d. Courts to local law enforcement

- e. Courts directly to NCIC
- f. The state's central warrant repository to NCIC

Responses to this question are summarized in Figure 14, below. As shown, the most common source of electronically transmitted warrants is law enforcement agencies, whether they are submitting to the state repository (27 states) or

directly to NCIC (26 states). Fewer courts have electronic warrant submission capabilities, with 18 having electronic reporting capability to the state's central warrant repository, 12 to law enforcement agencies, and 9 directly to NCIC. Finally, 21 states report that they electronically submit warrants from the state warrant repository to NCIC.

**Figure 14. Automatic warrant transmission/Electronic delivery (n=45)**

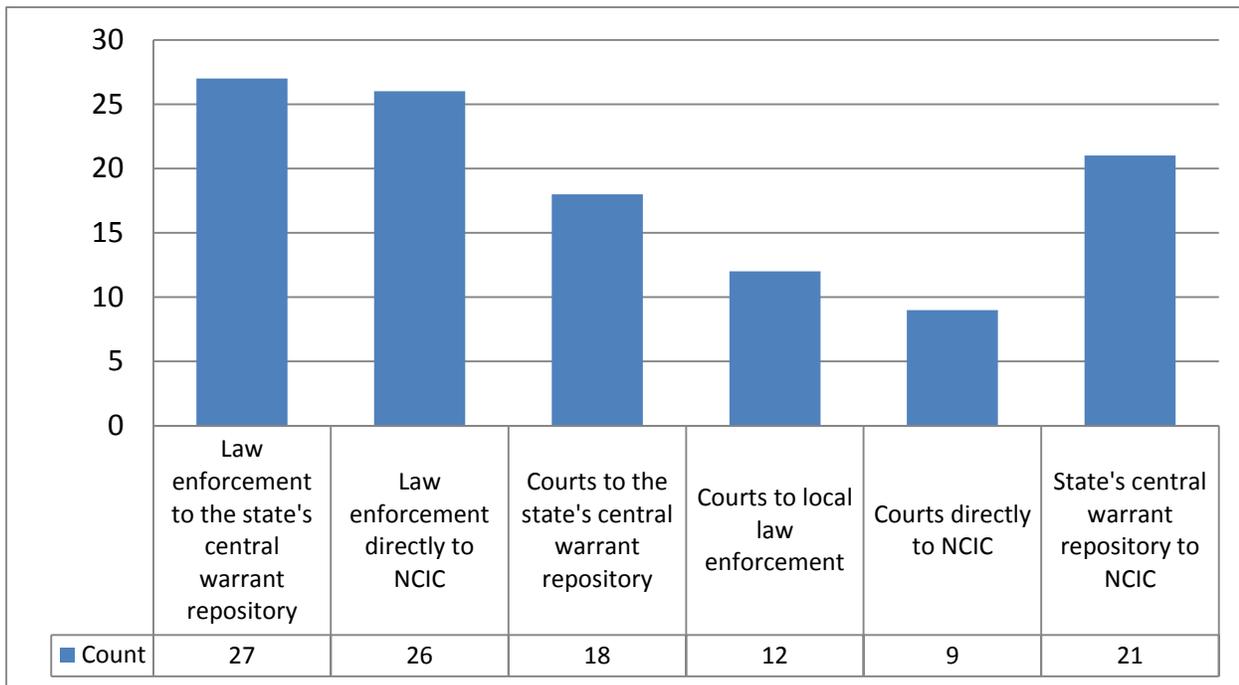


Figure 14 shows the number of agencies that have each type (e.g., law enforcement directly to NCIC) of electronic warrant transmission capability, but not how those capabilities are distributed among the states. States reported the following distribution of the number of types of electronic warrant transmission they have:

- 6 states reported having no electronic warrant transmission capabilities.
- 9 states reported having only one form of electronic warrant transmission capability.
- 14 states reported having two forms of electronic warrant transmission capability.
- 7 states reported having three forms.
- 6 states reported having four forms.
- 2 states reported having five forms.
- 3 states reported having all six forms of electronic warrant transmission capability.

2. WARRANT TYPES

The Full Survey asked states the following question regarding the types of warrants they hold in the state repository. Only states with a central warrant repository answered the question.

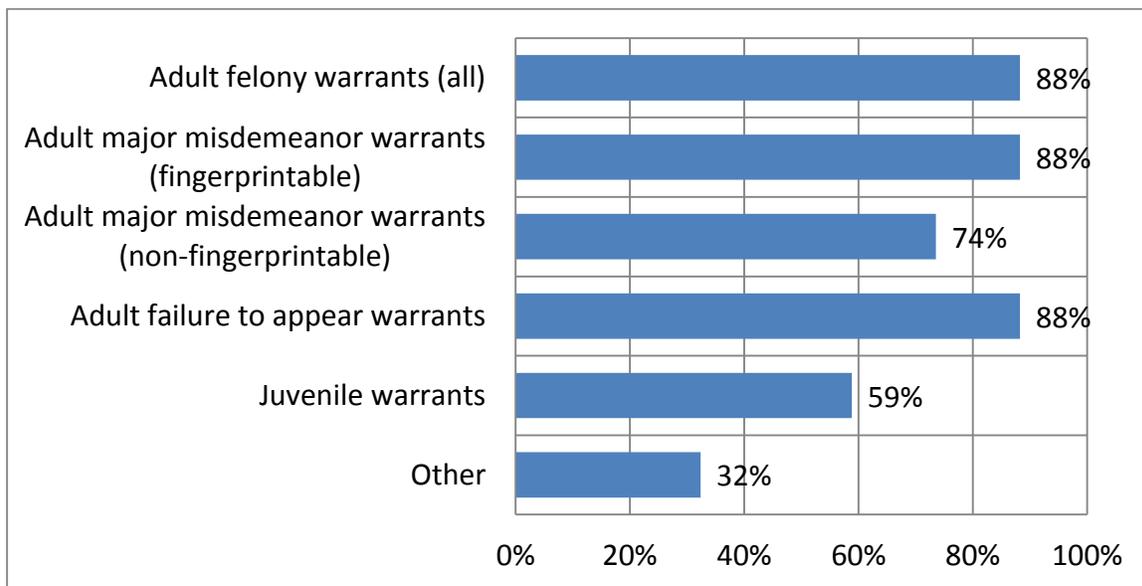
- d. *Adult minor misdemeanor warrants (fingerprints not required)*
- e. *Juvenile warrants*
- f. *Other (please explain)*

*What types of warrants does your state submit to NCIC? (check all that apply)*

- a. *Adult felony warrants (only if the state is willing to extradite if apprehended out of state)*
- b. *Adult felony warrants (all)*
- c. *Adult major misdemeanor warrants (fingerprints required)*

Figure 15 shows that the vast majority of states responded that they hold all felony and major misdemeanor warrants, as well as adult failure to appear warrants, in their state repositories. A large number (69%) of responding states also report holding juvenile warrants in their state repositories.

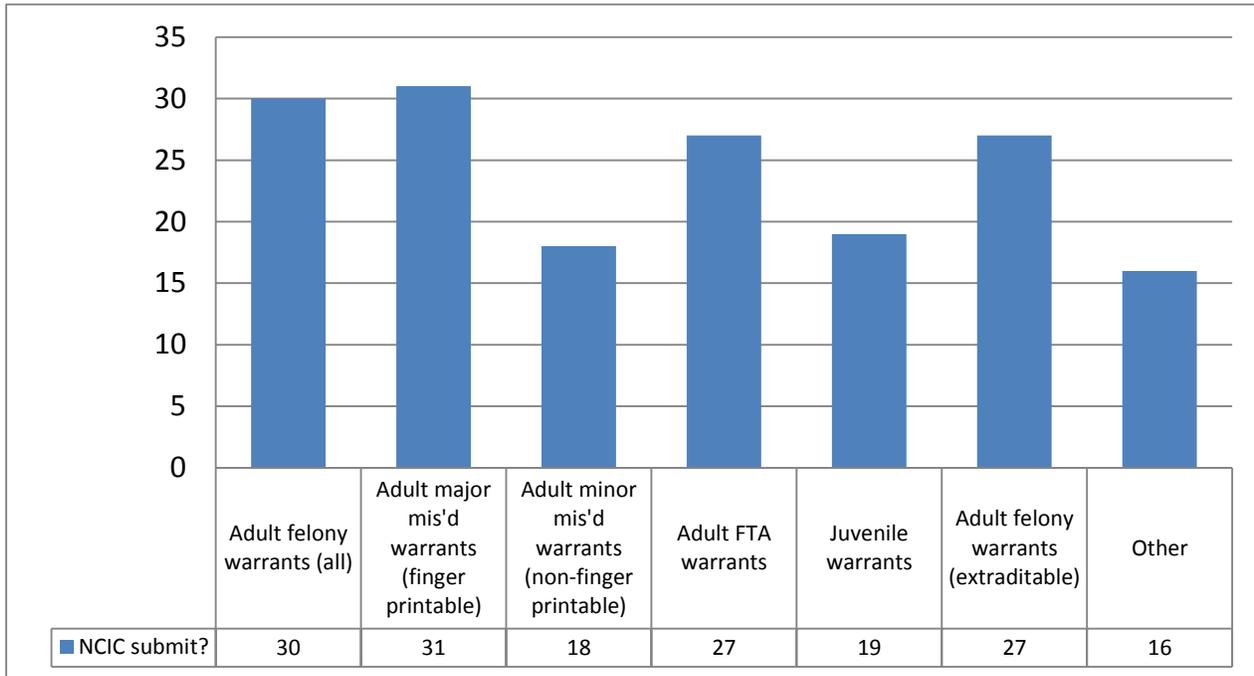
**Figure 15. Warrant types held in the state repository (n=45)**



The Full Survey also asked states what types of warrants they submit to NCIC. As shown in Figure 16, there is no single warrant type that all states submit to NCIC. Most states send warrants for felonies (67%) and major (fingerprintable) misdemeanors (69%) to NCIC,

as well as failures to appear (62%). A significant, but smaller, percentage of agencies send juvenile warrants (42%) and minor (non-fingerprintable) misdemeanor warrants (40%) to NCIC.

**Figure 16. Warrant types forwarded to NCIC (n=45)**

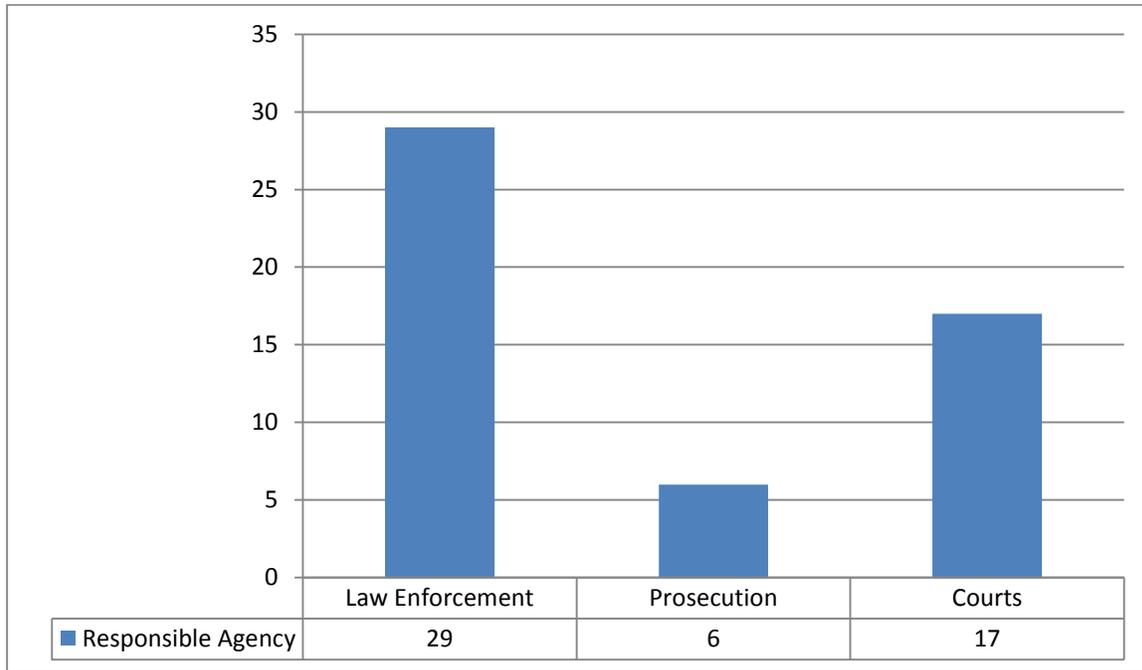


### 3. WARRANT ENTRY AGENCIES

The Full Survey asked states which agencies in their states are responsible for entry (or electronic transfer) of warrant data into the state warrant repository (they were asked to check all that apply between law enforcement,

prosecution, and courts). As shown in Figure 17, law enforcement is the most common agency with warrant entry responsibility, although a significant number of courts also enter warrant data. A lesser number of prosecuting agencies enter warrants.

**Figure 17. Agencies responsible for warrant entry (n=34)**



#### 4. OTHER FACTORS

Several other factors (beyond automation) potentially affect how well a state is able to provide accurate, timely and complete warrant records. However, no meaningful correlations could be drawn between any of these factors and the timeliness, accuracy and completeness of warrant records. Of the 45 states that fully responded to the Full Survey:

- 26 have a warrant repository.
- 14 have existing statutes regarding warrant reporting.
- 20 of responding states have local warrant repositories.
- 14 have a working group that represents all components of the criminal justice system that identifies and addresses the completeness, accuracy, timeliness, and availability of warrant processes within the state.

- 25 have a training program in place to teach warrant processing and reporting procedures.
- 20 have performance measures for internally evaluating the current integrity of the warrant records.
- 8 have made improvements made to the warrant reporting process in your state in the past 5 years.

#### C. CHALLENGES

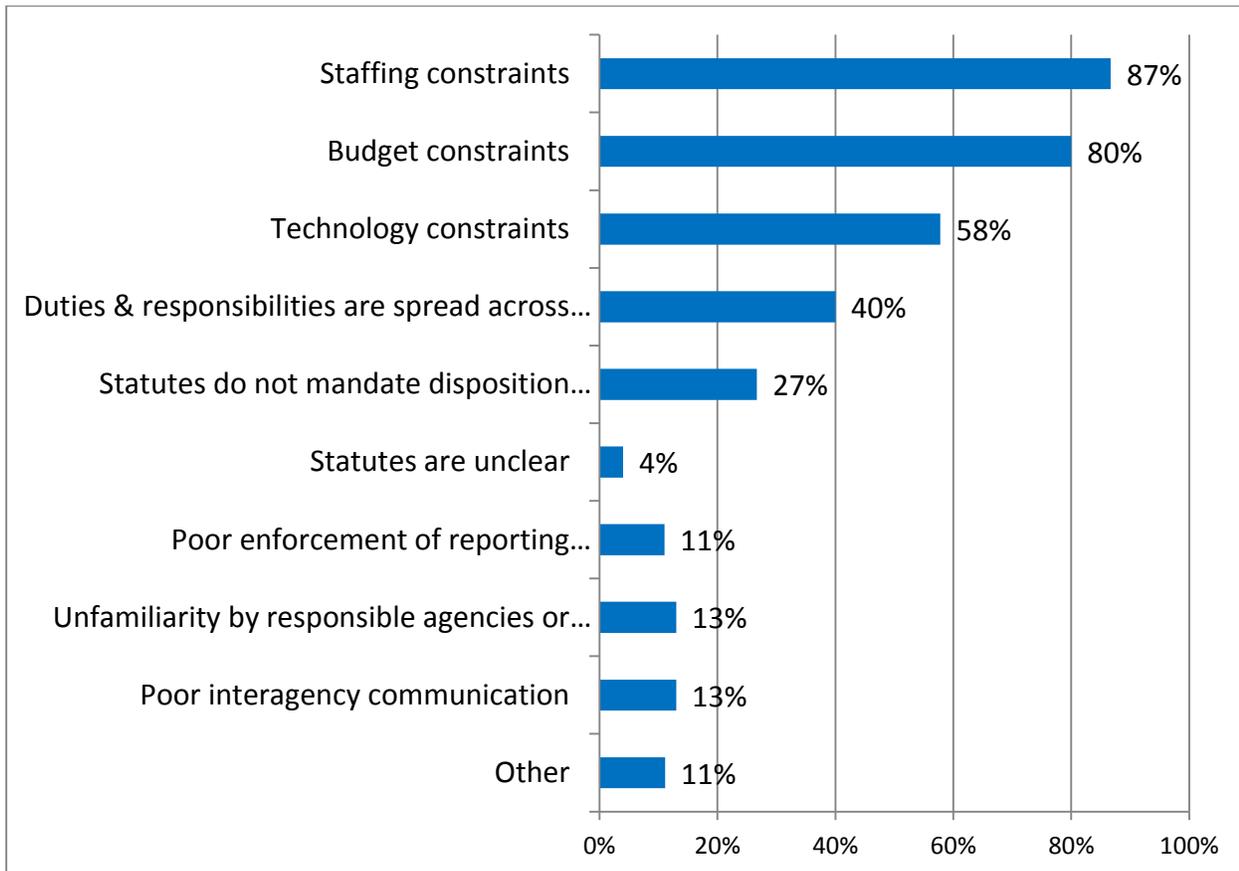
The Full Survey and General Survey asked responders to identify challenges they currently face with respect to warrant management. Specifically, both surveys asked the following question:

*What challenges do you believe justice and public safety agencies in your state face in regards to warrant reporting? (check all that apply)*

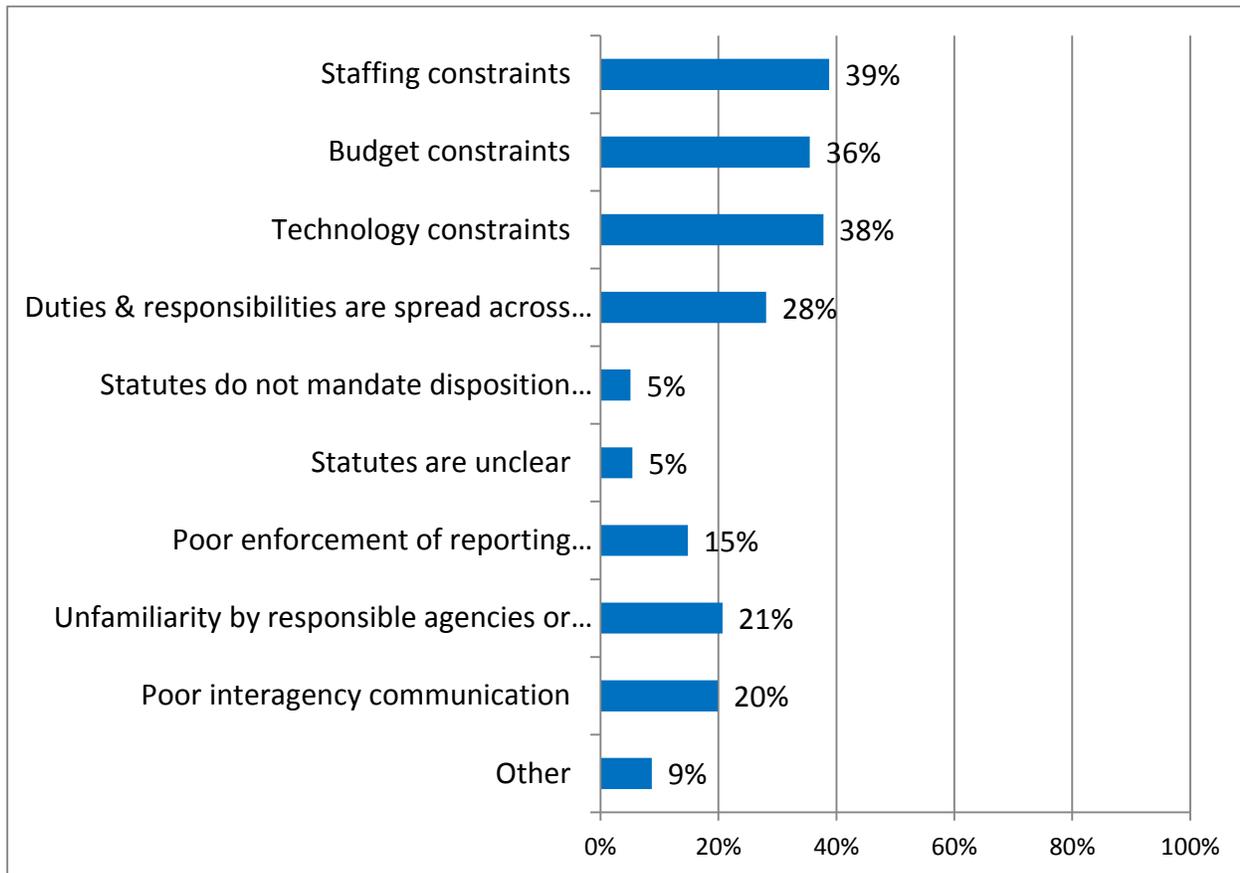
- a. Staffing constraints
- b. Budget constraints
- c. Technology constraints
- d. Duties and responsibilities are spread across agencies
- e. Statutes do not mandate warrant reporting
- f. Statutes are unclear
- g. Poor enforcement of reporting requirements
- h. Unfamiliarity by responsible agencies or courts with the warrant reporting process
- i. Poor interagency communication
- j. Other, please explain

Responses to this question are shown in the figures below. As with disposition reporting most states report having challenges related to staffing, budget and technology and duties being spread across agencies. Challenges listed by states (Full Survey) align closely with the challenges reported by local agencies (General Survey).

**Figure 18. Full Survey Warrant Reporting Challenges (n=45)**



**Figure 19. General Survey Warrant Reporting Challenges (n=392)**



**APPENDIX A – COMMENTS AND NOTES**

This appendix contains responses to questions in the Full Survey that are not multiple choice. For example, in Question 8, the survey asked several questions about any working group the state may have that addresses disposition issues. Many respondents provided detailed information regarding the membership of the group, the statutory basis for the group, and the group’s roles and responsibilities. This, and other information provided, is listed below.

**8. Is there an established working group that represents all components of the criminal justice system that identifies and addresses the completeness, accuracy, timeliness, and availability of criminal history record information within the state?**

**8a. If yes, who serves on this working group?**

AK	Sec. 12.62.100. Criminal justice information advisory board; functions and duties. (a) The Criminal Justice Information Advisory Board is established in the department. The board consists of the following members: (1) a member of the general public appointed by and serving at the pleasure of the governor; (2) a municipal police chief appointed by and serving at the pleasure of the governor; in making this appointment, the governor shall consult with the Alaska Association of Chiefs of Police; (3) the attorney general or the attorney general's designee; (4) the chief justice of the supreme court or the chief justice's designee; (5) the commissioner of administration or the commissioner's designee; (6) the commissioner of corrections or the commissioner's designee; (7) the commissioner of health and social services or the commissioner's designee; (8) the commissioner of public safety or the commissioner's designee, who will serve as chair of the board; and (9) the executive director of the Alaska Judicial Council or the executive director's designee. (b) Members of the board receive no compensation for services on the board, but are entitled to per diem and travel expenses authorized for boards under AS 39.20.180 . (c) The board shall meet at least once every six months. (d) The board shall advise the department and other criminal justice agencies on matters pertaining to the development and operation of the central repository described in AS 12.62.110 (1) and other criminal justice information systems, including providing advice about regulations and procedures, and estimating the resources and costs of those resources, needed to carry out the provisions of this chapter.
AL	DPS, ACJIC, Sheriff's Association, Corrections, Alabama Administrative Office of Courts, Pardons and Paroles, Police Chiefs
CT	unknown
DE	Law enforcement, courts, State Bureau of Identification, Attorney Generals Office, DELJIS, Corrections
FL	Representatives of booking agencies, state attorneys, clerks of court, court administrators and corrections from small, medium and large jurisdictions and different geographical regions of the state.
IL	The ISP has several groups around the State that work on these issues as well as sit on the CJIS advisory committee. The Illinois Criminal Justice Information Authority (ICJIA) also addresses these issues.
MT	Department of Justice, Courts, Department of Corrections
MD	CJIS Advisory Board
ME	the courts, DA's, Criminal history repository, and DOC
MI	Administrative office of Courts (Called the State Court Administrator in MI) Local representatives of the Courts (representatives of the Juvenile Justice community as well as County Clerks for Circuit Courts and local representatives for the District Courts) Prosecuting Attorney's Association IT- of major court unit

MN	There are two work groups; the Criminal and Juvenile Justice Policy Group and Task Force.
MO	Representatives from law enforcement, prosecution, courts, corrections, state identification bureau, however, it is not very active.
ND	CJIS committee discusses information sharing among all components of the criminal justice system. Includes representatives from all parts of the justice system. <a href="http://www.nd.gov/cjis/committees/board/index.html#members">http://www.nd.gov/cjis/committees/board/index.html#members</a>
NJ	State Local and County law enforcement, Corrections, Administrative Office of the Courts, Juvenile Justice Commission and the Office of the Attorney General.
NV	Department of Public Safety Director or his designee, Attorney General or his designee, Department of Corrections Director or his designee, Judicial Branch representative, District Attorney's Association representative, Sheriffs' & Chiefs' Association representative, Civil Applicant User Agency representative, Legislative Appointees
OH	Quality Assurance manager along with 5 consultants
OK	OJA Courts DA C OBN DPS OSBI Rep from SO Rep from Chiefs DOC
PA	Access and Review Unit
RI	Bureau of Criminal Identification
TN	Reps from state bureau, state courts, corrections, & local law enforcement.
UT	Representatives from repository, law enforcement agencies, courts, corrections, and the commission on criminal and juvenile justice.
VA	Supreme Court of Virginia, Probation and Parole, Virginia State Police, Department of Juvenile Justice (DJJ), VITA, Commonwealth Attorney Association, Circuit Court Clerks, Department of Corrections (DOC), Department of Criminal Justice Services (DCJS) Representative, Local County Administrators, Local Police Departments
WV	West Virginia State Police Criminal Records Section

**8b. Is the working group formally established by statute (provide citation) or administrative regulation?**

AK	AS 12.62.100
CT	CGS 54-142q
IL	ICJIA - by Executive Order
MD	Statute
MN	299C.65
MO	43. 518 RSMo
ND	NDCC 54-59-21
NV	Nevada Revised Statutes 179A.079
PA	Title 18 ss9151
TN	TCA 16-3-815
WV	by statute, WV State code 15-2-24

**8.c What are the roles and responsibilities of the working group? (If possible, please provide the URL to the membership page or mission/purpose statement.)**

AK	"The board shall advise the department and other criminal justice agencies on matters pertaining to the development and operation of the central repository described in AS 12.62.110(1) and other criminal justice information systems, including providing advice about regulations and procedures, and estimating the resources and costs of those resources, needed to carry out provisions of this chapter"
AL	Improving Criminal History Information.
CT	unknown
DE	discussions involve accuracy of the data in the system, problems and solutions, development of projects to enhance our system,
FL	The Falcon Workgroup operates under the authority of the Florida Criminal and Juvenile Justice Information Systems (CJJIS) Council, which is established in s. 943.06, Florida Statutes. The Workgroup was created specifically to focus on increasing the number and rate of dispositions in the state's criminal history file, but its role has expanded to advise on other areas where the criminal history system can be improved to meet the needs of stakeholders.
IL	<a href="http://www.icjia.state.il.us">www.icjia.state.il.us</a>
MT	This has been informal in the past. This is currently being reviewed and will be formalized in a written strategic plan.
MD	Support and assist the goal of data quality improvement through continued leadership and guidance in its ongoing efforts to collect, distribute and integrate and state's criminal history systems.
MI	Role is to identify issues in the reporting of complete, accurate and timely information to CHR. Serves as the technical experts who recommend change to system.
MN	These two groups are responsible for a variety of activities as set out in statute. While they are not specifically focused on disposition reporting the suspense efforts in the state are reviewed by these two bodies. The Task Force is a support group to the policy group. <a href="http://www.crimnet.state.mn.us/Governance/governance.htm">http://www.crimnet.state.mn.us/Governance/governance.htm</a>
MO	<a href="http://www.moga.mo.gov/statutes/C000-099/0430000518.HTM">http://www.moga.mo.gov/statutes/C000-099/0430000518.HTM</a>
ND	<a href="http://www.nd.gov/cjis/about/index.html">http://www.nd.gov/cjis/about/index.html</a>
NJ	To work cooperatively towards the automation of criminal history records. Oversight is provided by the Office of the Attorney General.
NV	They serve as a forum for discussion of the Repository's operations and collaboration on information sharing among the criminal justice community in Nevada. They are advisory only. Ultimate decisions for operations of the Repository are up to the Division Chief/State CSO and Records Bureau Chief.
OH	Training Law Enforcement and Courts on the proper procedures of submitting arrest and disposition information to BCI&i; obtaining missing information on arrest/dispositions submitted to BCI; running reports to ascertain compliance with submissions and to follow up on missing data; obtaining fingerprint cards for dispositions that didn't attach because arrest not on file.
PA	To provide a complete and accurate criminal history without undue delay.
RI	Maintains all criminal history records, i.e., arrests, dispositions, warrants, Protective Orders.
TN	The purpose of the integrated criminal justice steering committee is to provide the governmental and technical information systems infrastructure necessary for accomplishing state and local government public safety and justice functions in the most effective manner, by appropriately and efficiently sharing criminal justice and juvenile justice information among law enforcement agencies, judicial agencies, corrections agencies, executive agencies and political subdivisions of the state.
UT	To set direction for data integration between the different criminal justice agencies.

VA	To provide guidance and information to criminal justice agencies
WV	The West Virginia State Police is assigned by statue to be the State's repository for the State of West Virginia for all criminal histories, central abuse registry, fingerprints, sex offender & child abuse registry, and bailbond enforcement.

**9. Does your state have a training program in place to teach proper disposition reporting requirements? If yes, who attends this training and how often does this training take place?**

AR	ACIC conducts training for clerks at their conferences, judges at their conferences and law enforcement at the ACIC user conference
AZ	Training is announced to all arrest and disposition agencies. Offered 5 times a year.
CA	Traditionally this training takes place as often as needed and requested by the client agencies. However, due to budgetary constraints this training has been curtailed. Attendees come from all aspects of the criminal justice process. Law Enforcement, Prosecutors, and Court staff.
CO	The courts work in conjunction with the Identification Unit to promote training among the agencies and other courts.
GA	Court personnel; as needed.
KS	The training is offered to court clerks and prosecutor clerks. There are 1-2 trainings held at the Central Repository each year and usually 1 traveling training to go to the agencies. There is also training done at the municipal court clerks conference once a year.
IA	Iowa has three criminal history auditors who, in addition to auditing duties, offer and provide this training when a problem arises or an agency requests training. The law enforcement and clerk of court staff could benefit from the training. The clerk of court offices rely heavily on the Judicial Branch / ICIS (Iowa Court Information Systems) for direct training relating to entering the court dispositions.
IL	This training is done by the Administrative Office of Illinois Courts.
IN	Clerk's of the Court - ever election cycle
MT	Courts, Law Enforcement with responsibility for booking. Training occurs at each Basic Academy class for LEOs. Court training is sporadic.
LA	Training is offered to all criminal justice agencies upon request.
MI	Major unit is taught by courts to court staff. Prosecutors also have a training program that is taught to system users. Biggest issue that MSP has identified is that there is no comprehensive training to all providers of data. Arresting agency/ Prosecutors/ Courts all see their piece in isolation and dont realize that they are all dependent on building a completer CHR. MSP has begun a program to involve all parties in the process in a local community at the same time.
MN	Training isn't focused just on disposition reporting, but rather on dispositions not matching a booking therefore creating a suspense record. The training takes into account the complete process from booking through disposition. Several years ago the training was a formal program. Now it is only targeted at specific agencies that are having a problem with their suspense records.
MO	Training occurs semi-annually at criminal justice conferences. The Patrol's CJIS Division provides training upon request and the Office of State Courts Administrator provides training during its Court Clerks College.
ND	We have one trainer within the criminal history records section to provide assistance to state's attorneys who are responsible for reporting dispositions in this state. This position was vacant for some time and has just recently been filled.

NJ	Program exists, however due to staff and budget constraints training has been suspended.
NV	The training is conducted by staff members familiar with how to enter dispositions into the State criminal history and FBI's III system and is for new staff members. It occurs any time we get a new staff member or hire a temporary worker for disposition data entry.
NY	Court clerks normally attend this training. It is conducted as part of the three annual court clerk conferences with support from the State Office of Court Administration and the State Division of Criminal Justice Services (DCJS) - the criminal history repository.
OH	All courts once or twice a year at annual conference meetings and upon request at any time.
RI	All new employees
TX	We have field reps that visit reporting site to provide year round training. Additionally, we typically have a CJIS conference after each legislative session to address changes made to the law.
VA	Initiated and overseen by the Supreme Court of Virginia through their liaisons with the Circuit, General District and Juvenile & Domestic Relations Courts
WA	Disposition training is provided to the courts and prosecutors at their conferences when possible (approx once a year).
WV	All entry level police officers
WY	They occur infrequently upon our request to assist or an agency requesting assistance. Wyoming is small enough a prominent method of educating contributors is done by telephone one on one with clerks of court or prosecutors administrative assistants. We find it very effective to create a productive relationship with our 6 records analysts and staff at local agencies.

**10. Does your state have performance measures for internally evaluating the current integrity of the disposition records? If yes, please provide the measures.**

AK	TARGET #1: 100% of Alaska criminal history records, disposed within the last year, in the state repository are supported by positive fingerprint identification TARGET #2: 100% of arrest/charge information is received by the repository within 5 working days
CO	We are able to detect a percentage for matching and relay the information to the responsible agencies.
FL	Performance measures count the number of dispositions in the repository by arrest charges, by felony, misdemeanor and unknown charge level and for year of the arrest entry. In addition, the Florida Statistical Analysis Center developed a tool based on the national Record Quality Index to measure timeliness of entry and completeness of disposition records in the repository.
GA	On site audits and a sampling of dispositions to verify accuracy and completeness
HI	Statistical reporting on a monthly basis tracking number of missing dispositions and for a timeframe
MT	Most experienced staff member within the Repository staff acts as quality control.
LA	Dispositions are certified by the court and matched according to arrest date and SID; or arrest date and ATN.
MD	A measure of the number of individual arrest events that are successfully matched to a court disposition and updated in the CJIS Criminal History database. The goal is to reduce the number of individual arrest events that do not have corresponding disposition records.
MI	Ad Hoc Crystal reports for state totals as well as "aging" reports for courts on dispo's that should have been reported.
MN	The prime metric is the tracking of the number of dispositions that go into suspense (don't match a booking record).

NJ	NJSP conducts internal audits.
OH	Reports generated after downloading files sent to us by courts, these reports are emailed back to the reporting agencies. Internal reports done weekly/monthly.
OR	Quality review of the disposition records against court documents to ensure they have been entered accurately.
SC	We have a program in place to ensure the disposition has attached to the correct record and also to check for duplicates.
SD	Several monthly reports comparing disposition data to CCH. These reports are manually reconciled every month. SD does not have a backlog. Excellent communication between Repository and UJS.
TX	Accuracy - we have had long standing edits (electronic submission as well as keyed entry) to address accuracy. Completeness - We compare the arrest charges to the disposition received for those charges (we age the arrests one year to allow for disposition reporting to occur). We derive a percentage of arrests that have dispositions. The legislature has mandated that counties maintain a 90% disposition compliance rate. If that rate is not met, the counties have to form a local data advisory board and develop a plan to achieve the 90% goal.
VA	Internal audits conducted by the Office of Personal Management and Internal Controls (OPMIC) of the Virginia State Police.
VT	quality control of each document received from the district courts with criminal history entry
WV	All records after being posted are verified by lead workers for accuracy
WY	We do periodic reports of open dispositions which we mail follow up requests out to responsible agencies. Records Analyst at the repository are trained to audit files as they work them for completeness each time a file is touched for any reason. We also comply with the III Sync Audit procedures.

**11. How often does your state have its criminal history repository audited?**

AK	Annually by Judicial District Every 3 years by FBI Several external audits
AL	Triennial basis
AR	Every 3 years
AZ	Every 3 years by the FBI.
CA	N/A
CO	Every 3 years by FBI
CT	Every Three Years
DE	every three years
FL	Every 2 years internally. Every 3 years by the FBI.
GA	The only audit is the FBI IAFIS audit every three years. Completed most recent in January 2011.
KS	The criminal history as not been audited to my knowledge.
HI	Unclear, fiscal annually
IA	Approximately every 3 to 4 years.
ID	We have just instituted an internal audit program that is in its infancy. The last external audit was in 1993.
IL	In the past, ICJIA has normally audited us every two years but is has been 5 years since our last audit.
IN	Three years
MT	Every three years.

LA	Every 3 years.
MA	every 3 years by FBI
MD	IAFIS Audit - Tri-Annually - external Internal - monthly
ME	routine federal audits and internal AIU audits.
MI	N/A
MO	Don't believe it has ever been audited.
KY	None
NC	Every three years
ND	We do not have staff for this.
NE	Every 2-3 years
NJ	Annual
NV	The Legislative Auditor audited our agency in 2008 and in 2003.
NY	every three years
OH	Every 3 years
OK	Every 3 years
OR	No set schedule for true "CCH System" audit for the overall statewide program. Baseline audit conducted 1998, follow-up audit conducted 2002. Regular FBI CJIS audits Triennial Oregon Systems Use/Access audits
PA	last audit 2009
RI	Every three years
SC	Every two years by the FBI
TN	3 yr FBI
TX	Every 4 years.
UT	On occasion.
VA	On a rolling cycle or as deemed necessary by OPMIC. The Department of Criminal Justice Services is authorized by Statute to conduct audits of the Central Criminal Records Exchange.
VT	Every three years
WA	Once every 3 years (FBI CJIS audit)
WI	About every 5 years or when grant funding becomes available.
WV	unknown
WY	If this refers to the FBI triennial audit, then every 3 years. Internally it is an ongoing daily process of researching incomplete dispositions within each state identification number jacket.

**11b: Are the results of the most recent audit available? If so, please summarize those results.**

AK	In process
FL	The internal audit measure accuracy of data, not completeness of data. Our most recent audit, in 2010, found an overall accuracy rate of 97% when repository records were compared to source records obtained from arresting agencies and clerks of court.
IA	It was highly recommended to finalize the programming to submit court dispositions to the FBI, MRD is in it's final stages of completion. The audit indicated: Record is complete and accurate 89.41% ORI in the record is inaccurate 4.09% Arrest and disposition are not in the record 3.80% Disposition in ICIS but not posted to record 1.30% Date of arrest inaccurate in record .54% Other miscellaneous errors .86%
MT	The results showed no specific problem areas. The next audit is scheduled for June of this year. Results from this audit will be made available if needed.

LA	Corrective action was noted for ensuring agencies do not disseminate CHRI outside of the receiving department, related agencies or other authorized entities.
MD	The FBI CJIS Division, CAU conducted its fourth IAFIS Audit of the Maryland DPSCS, CJIS and found no violation requiring corrective action but recommended certain procedures be enforced for authorization purposes.
NV	The audit made nine (9) recommendations to improve the Records Bureau's sex offender registry, civil applicant background check process, backlogs of court dispositions, and juvenile criminal arrest fingerprint cards. These recommendations included enhancing supervisory controls and policies/procedures over the Sex Offender Registry and Civil Applicant employment suitability determinations. The auditors also made recommendations to improve management's monitoring of court disposition backlogs and juvenile arrest fingerprint card backlogs. The Records Bureau accepted all nine recommendations.
OR	Incomplete records - missing dispositions to arrests on file. Dispositions not reportable as no arrest to match to. Timeliness of subject identification for arrest submissions. Timeliness of reporting court disposition to state repository.
RI	We were out of compliance with retesting of operators; Out of compliance with Holder of Record Agreement; Out of compliance with untimely entry of wanted person records and protection order records; Out of compliance with expiration dates on the Protective Orders; Out of compliance with verification of records;
TN	Out of Compliance for "Record Content" due to backlog of approximately 5000 manual dispositions.
TX	Most of the concerns raised by the audit revolved around security associated with the dissemination of the data in the repository.
VA	CJIS/CCRe was in compliance with the Department of Accounts and the VSP Policy Manual, and the internal controls were found to be adequate.
WI	Of 1,056 randomly selected felony arrest records from law enforcement logs, 81.4% were in the state's database. 64% of missing records were located in court records but could not be matched to an arrest record. 34% of missing records were located only in prosecutor's database, meaning the charges were not filed. 2% could not be found anywhere other than law enforcement log. 75% of felony arrests were submitted error free. Nearly 9 days pass from date of arrest and receipt of arrest fingerprint cards at the state repository. 85% of all court dispositions are recorded in the state repository. 88% of court dispositions post without error. 18 days elapse between a court finding and submission of the finding to the state repository. These statistics are from 2004 offenses.

**12. Have there been improvements made to the disposition process in your jurisdiction in the past 5 years? If yes, please list the top 3.**

AK	The Court System began sending weekly reports of charges dismissed by the Court system. Previously, many of these charges remained in the CCH without final disposition. The Department of Public Safety and the Court System are currently working on a system to electronically submit disposition information to the central repository.
AL	Receiving and matching dispositions received electronically from the Administrative Office of Courts.
AR	Automation from the Administrative Office of the Courts and the Department of Corrections
AZ	Electronic disposition reporting to the state criminal history database by arrest and disposition agencies. Elimination of the disposition backlog by the central state repository. 2-day turn-around time in disposition entry by the central state repository.
CA	Conversion from an electronic text file to XML Conversion from custom XML application to the GJXDM/NIEM Addition of bio-metrics to the disposition reporting transaction
CO	Misdemeanor dispos electronically transmitted and updated when possible Felony dispo matching increased to nearly 99%
CT	Electronic Interface of disposition information, no longer requiring manual intervention and updates.

FL	1) We modified our matching program and when we re-ran the suspense file, we matched and entered an additional 3/4 million dispositions to the criminal history files. 2) Juvenile disposition reporting became mandatory July 1, 2008. Juvenile arrests have been reported since October, 1994. 3) Grant project where we visited 21 counties, meeting with officials from booking, clerks and state attorneys to better understand local processes and obstacles to reporting.
GA	1-Capture of prosecutor disposition data. 2-Standardized data fields which leads to more accurate and complete record reporting. 3-Web access to entry screens which allows easier access for update of records.
KS	We are currently testing a program for prosecutors to submit dispositions electronically.
HI	1. Interface with Maui Prosecutors 2. Horizontal Integration Pilot project electronically transmits booking data to other agencies, eliminating many data entry errors and reducing time and resources for data entry. 3. Programming improvements to interfaces between the criminal history repository and agency systems.
IN	The Indiana State Police Central Repository is working with the Courts to create an electronic interface for disposition reporting. We are in the final testing stages before implementation.
MT	Instituted an electronic reporting system (still in a multi-county pilot). Increased quality assurance procedures. Instituted a more robust training program with courts.
LA	Increased electronic dispositions received from the State Supreme Court; developed training guide for submission of dispositions; and increased interaction with submitting agencies.
MA	Court use of OBTN for tracking purposes Court outreach to PD agencies to reconcile OBTN use CJIS/AFIS procurement procedures to enhance criminal history reporting
MD	1. 38,669 have been reviewed for arrests without dispositions with 27,362 records matched to a court disposition and updated in the CJIS Criminal History database.
ME	Automated interface with DA's, analysis and improved interface with the courts.
MI	1, Changes by courts to allow dispo reporting based on the arrest transaction (unique ID) provided by live scan. 2. Widespread usage of live scan. All arrests are reported to central repository 3. Less dependence on exact matching in reporting. (two factor reporting uses unique ID and SID more than name matching now)
MN	Implementation of Livescans Improved procedures for when a disposition goes into suspense Improved matching and linking of electronic dispositions from the courts
MO	Deployment of numerous Livescan devices workflow improvements to the state court case management system state courts reporting prosecutor actions through the court case management system
KY	1.) Electronic interface with the central administrative offices of the courts for felony cases. 2.) Electronic interface for local law enforcement agencies to submit dispositions on their cases.
NC	Better communication between agencies and staff training.....
ND	We have been working toward automatic submission of disposition information from the state's attorney RMS system.
NJ	Linking of municipal court system with CCH
NV	1) Received an NCHIP grant to catch up on the backlog of dispositions. 2) Working on a standardized disposition reporting form for use by courts when reporting disposition information to the Repository. 3) Worked with our Technology staff and the FBI to use the Triple I Message Key to data enter dispositions into the FBI's III system.
NY	Establishment of Repository policy that all criminal arrest submissions shall be electronic;
OH	Updated specifications for the disposition reporting process. Updated specifications that allow arrests to be submitted along with dispositions directly from the court. Detailed reports manually generated (for now) that specify missing arrests from dispositions reported.
OR	1. Resolution of data errors for dispositions that are reported electronically by the circuit court 2. Programmatic "hold" removed to allow electronic transfers to post to CCH at the time the court submits the record. 3. Instruction manual and training for municipal and justice courts
RI	Electronic submission from the courts to the state repository. We are in the process of testing dispositions from the repository to NCIC

SC	Court Management System
TN	Automated the larger metro areas in TN. Automated AOC for some smaller counties.
TX	Availability of a web portal for the less technologically sophisticated entities to report dispositions.
UT	Consolidation of courts on to a common system.
VA	More court jurisdictions are electronically reporting Supreme Court of Virginia has taken a more hands-on approach to working with individual courts to ensure proper reporting and accuracy The Virginia State Police has re-evaluated and modified the system for generating reports
VT	1) electronic submissions from the district courts 2) interface from criminal history to AFIS 3) updated criminal history system
WA	1) Ability by repository staff to process more complex dispositions electronically. Until recently, these had to be sent to print and processed manually. 2) Working one-on-one with a local jurisdiction to ensure Process Control Number (PCN) is provided to the court. PCN is one of the required data elements for electronic disposition reporting.
WI	1) electronic interface with the courts now covers 71 of 72 counties. 2) Prosecutor interface expanded to include charging decisions. 3) Prosecutor interface now covers 70 of 72 counties.

## Warrants

### 7. What types of warrants does your state submit to NCIC? (check all that apply)

- a. **Adult felony warrants (only if the state is willing to extradite if apprehended out of state)**
- b. **Adult felony warrants (all)**
- c. **Adult major misdemeanor warrants (fingerprints required)**
- d. **Adult minor misdemeanor warrants (fingerprints not required)**
- e. **Juvenile warrants**
- f. **Other (please explain)**

AK	Agency decision
AL	All warrants are housed in the state repository. Only those warrants where the entering agency is willing to extradite are entered into NCIC.
AR	All warrants are maintained in NCIC
CA	dependent upon transportation issues
CO	Depends upon the offense classification
DE	Felonies go into both and misdemeanors only go into local
FL	We are eliminating the state-only criminal warrant repository and no longer allow agencies to enter state-only warrants. Florida believes that it is an officer safety issue for all criminal warrants to made available nationally. All criminal warrants entered by local law enforcement are automatically forwarded by the state repository for entry into NCIC.
KS	Felony warrants are entered into NCIC. Misdemeanor warrants are entered into the state warrant repository.
HI	Traffic warrants are not sent to NCIC
IA	All serious misdemeanor warrants and above are entered into NCIC; simple misdemeanors are entered only into the state repository.
IL	Entry into NCIC is determined by NCIC criteria
IN	All warrants are submitted to NCIC if submitted to state warrant repository.

MD	The court maintains the State repository and each law enforcement agency decides whether the warrant is entered into NCIC.
MI	If the warrant meets NCIC requirements for entry it is sent if entering agency selects specific entry type.
MN	All warrants are entered into the state repository. All felony warrants and gross/targeted misdemeanors that are extraditable are sent to NCIC.
MO	Only felonies are sent to NCIC.
NC	Local agency determination.
ND	29-05-11.1. Duty of peace officer to enter warrant. A peace officer who receives a warrant for the arrest of a fugitive and does not execute the warrant shall enter the warrant in the central warrant information system. A warrant of arrest for the failure to pay a fine or fee may be entered at the discretion of the peace officer. A criminal justice agency may specify whether the agency will extradite from outside the county or state and the county or state from which the agency will extradite.
NJ	Based on the extradition determination made at the 21 individual County Prosecutor's offices.
NV	Decided by the entering agency.
NY	Entrance into NCIC is based on full extradition limitation. All other extradition limitations will place the record on the state warrant repository only. The extradition limitation is set by the law enforcement agency.
OR	Determined by the issuing authority (court) based on extradition limitations.
PA	All warrants are entered into both.
SD	At the discretion of the Sheriff's office
TX	Must meet NCIC requirements - if it does, locals can enter it into NCIC
UT	Based on the manpower of validating the warrants on NCIC, local law enforcement has made the decision to not enter misdemeanor warrants on NCIC. In addition, there are extraditions within the state.
VT	based on the NCIC Criteria they are entered into NCIC and if not eligible or insufficient info they could be entered into state database only
WA	It is the agency's discretion.
WI	Extradition determination and agency policy.
WV	All warrants are entered into the State's repository and only Felony warrants can be entered into NCIC
WY	Local agencies are responsible.

**10a. Is there an established working group that represents components of the criminal justice system that identifies and addresses the completeness, accuracy, timeliness, and availability of warrant processes in your state? If so, who serves on this working group?**

AK	Sec. 12.62.100. Criminal justice information advisory board; functions and duties. (a) The Criminal Justice Information Advisory Board is established in the department. The board consists of the following members: (1) a member of the general public appointed by and serving at the pleasure of the governor; (2) a municipal police chief appointed by and serving at the pleasure of the governor; in making this appointment, the governor shall consult with the Alaska Association of Chiefs of Police; (3) the attorney general or the attorney general's designee; (4) the chief justice of the supreme court or the chief justice's designee; (5) the commissioner of administration or the commissioner's designee; (6) the commissioner of corrections or the commissioner's designee; (7) the commissioner of health and social services or the commissioner's designee; (8) the commissioner of public safety or the commissioner's designee, who will serve as chair of the board; and (9) the executive director of the Alaska Judicial Council or the executive director's designee. (b) Members of the board receive no compensation for services on the board, but are entitled to per diem and travel expenses authorized for boards under AS 39.20.180 . (c) The board shall meet at least once every six months. (d) The board shall advise the department and other criminal justice agencies on matters pertaining to the development and operation of the central repository described in AS 12.62.110 (1) and other criminal justice information systems, including providing advice about regulations and procedures, and estimating the resources and costs of those resources, needed to carry out the provisions of this chapter.
CA	State and Local law enforcement representatives
CO	Representatives from CBI and LEA's
DE	Law enforcement, courts, local agencies, AG's, Deljis
FL	The Warrants Task Force is composed of representatives of booking agencies, state attorneys, and clerks of court, court administrators and corrections from small, medium and large jurisdictions and different geographical regions of the state.
IL	Representatives of the Illinois criminal justice community, an Advisory Policy Board (APB) and a Training, Audits, & Standards Subcommittee of that APB. Illinois' shared governance model is very similar to the FBI CJIS model.
IN	IDACS Committee
MI	Representatives from local and state law enforcement, dispatch centers, courts, information technology sections, correctional facilities.
MO	representatives from all the criminal justice disciplines (local and state)
ND	CJIS committee discusses information sharing among all components of the criminal justice system. Includes representatives from all parts of the justice system. <a href="http://www.nd.gov/cjis/committees/board/index.html#members">http://www.nd.gov/cjis/committees/board/index.html#members</a>
NV	These are part of the CSA Responsibilities.
OH	LEADS
RI	Bureau of Criminal Identification
TN	Representatives from TBI, AOC, Chiefs & Sheriffs,.
UT	Law enforcement, courts, corrections, Commission on Criminal and Juvenile Justice, DPS
VA	Supreme court State Police

**10b. What are the roles and responsibilities of the working group? (If possible, please provide the URL to the membership page or mission/purpose statement.**

CA	<a href="http://ccjwsa.org/">http://ccjwsa.org/</a>
CO	Set policies and procedures Contact Colorado Program Support at 303-239-4222

FL	The role of the Task Force is to review the warrants process at the local level and advise on ways to use technology to increase the entry and availability of warrants at the state and national level.
IN	<a href="http://www.in.gov/idacs">www.in.gov/idacs</a>
MI	The purpose of the LEIN Operations Workgroup is to provide updates on LEIN specific information to members and to allow members to provide input on LEIN specific topics.
MN	These two groups are responsible for a variety of activities as set out in statute. While they are not specifically focused on warrant reporting they have dealt with a warrant report created by the BCA identifying a variety of issues with the statewide warrant process. This group recommends priorities for work by the BCA. The Task Force is a support group to the policy group. <a href="http://www.crimnet.state.mn.us/Governance/governance.htm">http://www.crimnet.state.mn.us/Governance/governance.htm</a>
MO	<a href="http://www.moga.mo.gov/statutes/C000-099/0430000518.HTM">http://www.moga.mo.gov/statutes/C000-099/0430000518.HTM</a>
ND	<a href="http://www.nd.gov/cjis/about/index.html">http://www.nd.gov/cjis/about/index.html</a>
RI	Maintain all adult criminal records, i.e., arrests, dispositions, warrants and Protective Orders.
TN	The purpose of the integrated criminal justice steering committee is to provide the governmental and technical information systems infrastructure necessary for accomplishing state and local government public safety and justice functions in the most effective manner, by appropriately and efficiently sharing criminal justice and juvenile justice information among law enforcement agencies, judicial agencies, corrections agencies, executive agencies and political subdivisions of the state.
UT	To set direction for data integration between the different criminal justice agencies.
VA	To manage warrants through the criminal justice system

**14. Does your state have performance measures for internally evaluating the current integrity of the warrant records? If yes, please provide the measures.**

AR	Annual ACIC user conference and year round training by ACIC Field Agents around the state
AZ	State provides a train-the-trainer class, which is available to all agencies. Ten 1-day classes and ten 2-day classes per year.
CO	The CBI works with the courts and LEA's to determine the above factors.
DE	State and local law enforcement
FL	1) It is covered in the biennial CJIS Certification of all FCIC operators. 2) It is covered in the one-time TAC Training required for all Terminal Agency Coordinators. 3) Warrant issues are often addressed in the quarterly Regional Work Group meetings held by the Information Delivery Team with local agencies around the state. 4) Warrant issues are addressed in the annual CJIS Users' Training Symposium.
GA	Law Enforcement; Monthly
KS	The training is offered once a year at the KCJIS Conference. Law enforcement attends the training.
IA	New tele-communicators attend a 3 day school known as Basic Iowa System Training~a portion of this includes training on warrants. Upon request, and depending upon staffing levels, a warrant entry and enhancement class can be offered.
IL	All authorized users of the Law Enforcement Agencies Data System (LEADS) are trained with respect to their particular role in the warrant process. Training/certification/recertification is required every two years.
IN	Sheriff's Department Telecommunications Personnel or Countywide Dispatch Personnel: When newly hired and at recertification every three years.
LA	Training is provided by our Communications Section upon request.
MD	For law enforcement only
MI	Agencies that enter warrants. Initial training and then re-certification training every 2 years. Terminal Agency Coordinator Training every two years and as updates warrant.

MN	Warrant training is included as part of the normal NCIC full certification training
MO	Any certified terminal operator. In most but all cases it includes clerks/dispatchers. There is some training at conferences and upon request for clerks from LE agencies, prosecutors, and courts.
NC	Training takes place as requested and is available to law enforcement officers.
NJ	State, County and Municipal law enforcement.
NV	Part of Nevada Criminal Justice Information System (NCJIS)/NCIC training conducted by the CSA. Criminal justice agencies with terminal access attend. Training takes place roughly every 3 - 4 months.
OH	TAC officers and LEADS. Scheduled class times throughout the year.
PA	Law Enforcement, Criminal Justice Agencies, Courts and Emergency 911 centers Training is annual.
RI	All employees and new employees. A test is provided to all NCIC operators every two years.
SC	All employees who are NCIC certified. NCIC certification is done on their initial certification training and reaffirmation training takes place every two years. Agencies are encouraged to provide all law enforcement employees training on NCIC policy and procedures.
SD	Terminal operators - initial training
TN	Operators or officers who are certified to enter warrants into NCIC receive (required) annual training.
TX	We have TCIC trainers that perform training on a year round basis.
UT	Court and law enforcement personnel. Yearly.
VA	All law enforcement agencies through regional training academies. Courts through regular training meetings.
WI	Part of standard required system operator training. Training is held regionally on demand but available at any time via internet-based training application.
WY	The Control Terminal Agency in Wyoming offers periodic training on use of the Wyoming Warrants System as part of the NCIC licensing classes, either at the law enforcement academy or during regional TAC meetings.

**15. How often does your state have its warrant repository audited?**

AK	Every two years
AL	Every three years
AR	Every 3 years at each reporting agency
CA	N/A
CO	Every 3 years
DE	every three years
FL	Every 3 years by the FBI. FDLE auditors audit local entering agencies every 3 years, and while these are not direct audits of the repository, they impact the integrity of the file.
KS	none
HI	The warrant repository is handled by the Hawaii State Judiciary
IA	Every 3 years
IL	Triennially by FBI CJIS Division
IN	18 months
MD	Law enforcement every 2 years.
MI	FBI Audit-triennially. State audits-triennially.

MO	By the FBI for NCIC entries every 3 years. The state audits every 3 years all MULES terminal agencies that enter records into the state repository.
ND	We mail out a monthly listing of all active warrants in our Central Warrant Information System (CWIS) to those who have entered the information. They are responsible for cancelling those that are no longer active.
NJ	unknown
NV	There is no separate "warrant repository" in Nevada. It's all part of the Criminal History Repository. The CSA is responsible for training and auditing Nevada's law enforcement and criminal justice agencies on their warrant entries.
NY	1/12th of the NYS warrant repository is reconciled with NCIC data each month for accuracy and completeness. Additionally, warrant records are part of the triennial audit process of NYS agencies conducted in the same audit cycle as triennial NCIC state audit.
OH	Every 2 years
OR	Triennially
RI	Every three years.
TX	Every 3 years
UT	Weekly full load of warrants are provided and the AOC compares this to their system.
VT	Biannual
WA	We do not audit the repository. We audit each agency according to CJIS standards once every three years and recommend agency self audits regularly.
WI	Triennially in conjunction with agency audits.
WV	unknown
WY	Several times a year.

**14a. Are the results of the most recent audit available? If so, please summarize those results.**

FL	Wanted person file data quality component of FBI audit in 2009 found an error rate of .33% (compared to a national average of 2.86%). There were 2.80% of warrants found not to be entered timely. All warrants audited were found to be removed timely.
IA	Wanted Person File error rate = 0.75%
IL	No major findings in the warrant category
IN	Majority is in compliance
MI	Ensure CSA requires written agreements for hit confirmation when routed to another agency. Ensure local agencies log secondary dissemination of III. Ensure local agencies only use the III for authorized purposes. Ensure local agencies appropriately use the clear and cancel transactions. Ensure local agencies enter wanted person/PPO files with all available info. Ensure local agencies enter Missing Person file records for individuals under the age of 21 in a timely manner. Ensure invalid missing person file records are removed in a timely manner.
MO	There still remains improvement in the areas of timeliness, completeness and accuracy of records (Packing). This recommendation is an on-going process that has been identified in several of the previous audits.
NY	We have NYS audit results for individual NYS agencies. We are awaiting the results of the FBI NCIC audit completed in November 2010.
OH	Contact LEADS
OR	Shortfalls in record completeness and timeliness of entry.

TX	There were no real findings indicating non-compliance. The FBI did have concerns about dual key verification, but this is associated with the lack of resources available.
VT	very low incidence of invalid warrants in repository as well as active warrants not yet entered

**16. Have there been improvements made to the warrant process in your jurisdiction in the past 5 years? If yes, please list the top 3.**

AK	1) Increased training 2) Aggressive auditing of more records
AR	Better automation
CO	New CCIC
CT	Prawn warrant system
FL	1) Removal of state-only criminal warrants. 2) Began encouraging local agencies to "pack the record." 3) Warrant Task Force and Symposium sessions raised awareness of warrant issues and led to the plan to use grant funds to pilot the automated transfer of warrant information from Clerks of Court to the entering law enforcement agencies.
HI	Traffic warrants are online
IA	Iowa is currently in the testing phase of electronic transfer of warrants
LA	The entry capability of all warrants into NCIC.
MI	Training
MN	State allows all warrants to be entered into the state warrant repository Enhancements to support NCIC warrant filters
MO	Currently, piloting electronic warrants from the court system to LEA. (This process still requires LEA to validate and pack the record.) Standardized training curriculum.
KY	In process of implementing E-warrants
NC	A new state warrant repository has been rolled out by the court system....
NV	State warrant system was completely rewritten in 2008.
NY	1)The system was made highly available. 2)The system was rewritten with new technology. 3)Edits are enforced.
PA	Increased the number of warrants entered electronically. Increased the accuracy of the information in the warrant. Increased the timeliness of warrant entry.
RI	Verification
TN	Improvements in technology, etc.
VA	Electronic reporting, accurate, timely.
VT	local agency responsible for entry software to facilitate entry and management of warrants

APPENDIX B - FULL SURVEY

## WARRANTS AND DISPOSITIONS FULL SURVEY

### Introduction

Welcome to the Warrant and Disposition Reporting survey site. The National Center for State Courts (NCSC) and SEARCH, the National Consortium for Justice Information and Statistics, have been awarded a grant from the Bureau of Justice Assistance to identify and address issues affecting the reporting of arrest, disposition, and warrant information to state and national databases. This survey is to be completed by the state criminal history repository and, as appropriate, the state warrants repository. The survey is designed to collect information regarding states' current warrant and disposition management procedures as well as the effectiveness of those procedures, and it is divided into two sections so as to separately depict the disposition reporting process from the warrant reporting process. An abbreviated version of the survey is being distributed to several justice and public safety organizations in your state. The information gathered through this survey will be used to 1) compile a report that details the issues encountered when reporting arrest, disposition, and warrant information and 2) identify potential partners for a series of projects intended to improve the availability of arrest, disposition, and warrant information. The report will not attribute issues or comments to specific states, and individual survey responses will not be shared outside of project staff. To begin the survey, click on the forward arrow button below. Please answer each question then click the forward arrow button to move through the survey. Your survey answers will be automatically saved every time you click the forward or back arrow on any page. Please contact Mr. Paul Zeigler at (678) 367-7807 or pzeigler@ncsc.org should you have any questions. Thank you for participating in this survey; your prompt attention to submitting answers is greatly appreciated.

### Contact info

Please provide the following contact information below:

Name \_\_\_\_\_

Title \_\_\_\_\_

Agency \_\_\_\_\_

Phone number \_\_\_\_\_

Email address \_\_\_\_\_

### NFF state

Is your state a participant in the National Fingerprint File program?

- Yes
- No

**Disposition info**

Section 1: Dispositions

**NFF Automatic transmission**

1. Does your state have processes and systems in place for automatic transmission/electronic delivery of disposition information from:

	No	Yes
Local and state law enforcement agencies to your state's criminal history repository?	<input type="radio"/>	<input type="radio"/>
Courts to your state's criminal history repository?	<input type="radio"/>	<input type="radio"/>
Prosecution agencies to your state's criminal history repository?	<input type="radio"/>	<input type="radio"/>
The state's corrections agency to your state's criminal history repository?	<input type="radio"/>	<input type="radio"/>
Your state's criminal history repository to the FBI?	<input type="radio"/>	<input type="radio"/>

**Disposition info**

Section 1: Dispositions

**Automatic transmission**

1. Does your state have processes and systems in place for automatic transmission/electronic delivery of disposition information from:

	No	Yes
Local and state law enforcement agencies to your state's criminal history repository?	<input type="radio"/>	<input type="radio"/>
Courts to your state's criminal history repository?	<input type="radio"/>	<input type="radio"/>
Prosecution agencies to your state's criminal history repository?	<input type="radio"/>	<input type="radio"/>
The state's corrections agency to your state's criminal history repository?	<input type="radio"/>	<input type="radio"/>

	No	Yes
Your state's criminal history repository to the FBI?	<input type="radio"/>	<input type="radio"/>

**Electronic info**

2. Does your state's criminal history repository maintain electronic disposition information on: (check all that apply)

- Felonies
- Major misdemeanors (misdemeanor charges for which fingerprints are required)

**NFF Records estimates**

3. Please provide an estimate of the following. (Note: We are not requesting that you undertake actual counts, only that you give a reasonable estimate of where your state falls in these broad categories). What percentage of:

	25% or less	26% - 50%	51% - 75%	76% or more	Unknown
Arrests processed through formal booking that are reportable to your state's criminal history repository are actually reported?	<input type="radio"/>				
Arrests processed through summons, citations, desk appearance tickets or other methods in lieu of formal booking that are reportable to your state's criminal history repository are actually reported?	<input type="radio"/>				
Felony arrests in your state's criminal history repository have final dispositions associated with them?	<input type="radio"/>				
Misdemeanor arrests in your state's criminal history repository have final dispositions associated with them?	<input type="radio"/>				
All arrests in your state's criminal history repository have final dispositions associated with them?	<input type="radio"/>				
Dispositions reported to your state's criminal history repository on arrests are forwarded to the FBI (non National Fingerprint File States)?	<input type="radio"/>				

**Records estimates**

3. Please provide an estimate of the following. (Note: We are not requesting that you undertake actual counts, only that you give a reasonable estimate of where your state falls in these broad categories). What percentage of:

	25% or less	26% - 50%	51% - 75%	76% or more	Unknown
Arrests processed through formal booking that are reportable to your state's criminal history repository are actually reported?	<input type="radio"/>				
Arrests processed through summons, citations, desk appearance tickets or other methods in lieu of formal booking that are reportable to your state's criminal history repository are actually reported?	<input type="radio"/>				
Felony arrests in your state's criminal history repository have final dispositions associated with them?	<input type="radio"/>				
Misdemeanor arrests in your state's criminal history repository have final dispositions associated with them?	<input type="radio"/>				
All arrests in your state's criminal history repository have final dispositions associated with them?	<input type="radio"/>				
Dispositions reported to your state's criminal history repository on arrests are forwarded to the FBI?	<input type="radio"/>				

**Complete, accurate, timely**

4. Please indicate the extent to which you agree with the following:

	Strongly Disagree	Disagree	Neither Agree or Disagree	Agree	Strongly Agree	N/A
Arrests						
Arrest data provided by local jurisdictions to your state's criminal history repository is complete (i.e., all reportable arrests are provided).	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

	Strongly Disagree	Disagree	Neither Agree or Disagree	Agree	Strongly Agree	N/A
Arrest data provided by local jurisdictions to your state's criminal history repository is accurate.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Arrest data provided by local jurisdictions to your state's criminal history repository is current.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Prosecution charges						
Prosecution charging data provided to your state's criminal history repository is complete.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Prosecution charging data provided to your state's criminal history repository is accurate.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Prosecution charging data provided to your state's criminal history repository is current.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Dispositions						
Disposition data provided by local jurisdictions or other sources (e.g., Administrative Office of the Courts) to your state's criminal history repository is complete.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Disposition data provided by local jurisdictions or other sources to your state's criminal history repository is accurate.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Disposition data provided by local jurisdictions or other sources to your state's criminal history repository is current.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

**Disposition challenges**

5. What challenges do you believe justice and public safety agencies in your state face in regards to reporting arrests, prosecution charges (if applicable), and dispositions? (check all that apply)

- Staffing constraints
- Budget constraints
- Technology constraints
- Duties and responsibilities are spread across agencies
- Statutes do not mandate disposition reporting
- Statutes do not mandate reporting of charge and/or disposition information by prosecutors
- Statutes are unclear
- Poor enforcement of reporting requirements
- Unfamiliarity by responsible agencies or courts with the disposition reporting process
- Poor interagency communication
- Difficulty associating related records (e.g., matching dispositions to prosecution charges)
- Other, Please explain: \_\_\_\_\_

**Suspense file**

6. Does your state’s criminal history repository have a suspense file containing dispositions that could not be matched to arrest charges?

- No
- Yes

**Suspense serious**

	Not serious	Somewhat serious	Serious	Very serious	Extremely serious
How serious do you consider this problem of unmatched dispositions?	<input type="radio"/>				

**No suspense file**

Does your state have processes and systems in place for handling disposition information that cannot be matched to arrest charges?

- No
- Yes

**Tracking number**

7. Does your state use a single tracking number between the originating agencies and your state’s criminal history repository that links cycle information from arrest through disposition?

- No
- Yes

**Tracking number created**

When is the tracking number created?

- At booking
- When the prosecutor files charges
- At docketing

**Working group**

8. Is there an established working group that represents all components of the criminal justice system that identifies and addresses the completeness, accuracy, timeliness, and availability of criminal history record information within the state?

- No
- Yes

**Work group members**

Who serves on this working group?

**Work group statute**

Is the working group formally established by statute (provide citation) or administrative regulation?

- No
- Yes \_\_\_\_\_

**Work group roles**

What are the roles and responsibilities of the working group? (If possible, please provide the URL to the membership page or mission/purpose statement.)

**Training**

9. Does your state have a training program in place to teach disposition reporting procedures?

- No
- Yes

**Training details**

Who attends this training and how often does this training take place?

**Performance measures**

10. Does your state have performance measures for internally evaluating the current integrity of the disposition records?

- No

Yes

### Measures

Please provide the measures:

### Audit

11. How often does your state have its criminal history repository audited?

Audit results

Are the results of the most recent audit available?

- No
- Yes
- N/A

### Audit results

Please summarize the results of the most recent audit:

### Improvements

12. Have there been improvements made to the disposition reporting process in your state in the past 5 years?

- No
- Yes

### Top 3

Please list the top three improvements that have been made:

### Wants and Warrants Info

Section 2: Wants/Warrants

### Statutes report

1. Does your state have existing statutes regarding warrant reporting?

- No
- Yes

**State file**

2. Does your state have a central warrant repository?

- No
- Yes

**Records at repository**

What types of warrants are maintained in the repository: (check all that apply)

- Adult felony warrants (all)
- Adult major misdemeanor warrants (fingerprintable offense)
- Adult minor misdemeanor warrants (nonfingerprintable offense)
- Adult Failure to Appear warrants
- Juvenile warrants
- Other (please explain): \_\_\_\_\_

**Automatic transfer**

3. Does your state have processes and systems in place for automatic transmission/electronic delivery of warrant information from: (check all that apply)

- Law enforcement to the state's central warrant repository
- Law enforcement directly to NCIC
- Courts to the state's central warrant repository
- Courts to local law enforcement
- Courts directly to NCIC
- The state's central warrant repository to NCIC

**Determination**

4. How is the determination made whether a warrant will be entered in the state repository and NCIC or only in the state warrant repository?

**Records estimates**

5. Please provide an estimate of the following. (Note: We are not requesting that you undertake actual counts, only that you give a reasonable estimate of where your state falls in these broad categories).

	25% or less	26% - 50%	51% - 75%	76% or more	Unknown
Warrants that are reportable to your state's warrant repository are actually reported to the repository?	<input type="radio"/>				
Warrants in your state's warrant repository that are	<input type="radio"/>				

	25% or less	26% - 50%	51% - 75%	76% or more	Unknown
reportable to NCIC are actually reported to NCIC?					

**Local repositories**

6. In your state, do local jurisdictions have their own local warrant repositories?

- No
- Yes

**Local submit**

Do the local warrant repositories submit records to: (check all that apply)

- State warrant repository
- NCIC

**Warrants to NCIC**

7. What types of warrants does your state submit to NCIC: (check all that apply)

- Adult felony warrants (all)
- Adult major misdemeanor warrants (fingerprintable offenses)
- Adult minor misdemeanor warrants (nonfingerprintable offenses)
- Adult Failure to Appear warrants
- Juvenile warrants
- Adult felony warrants (only warrants for which the state is willing to extradite if apprehended out of state)
- Other (please explain): \_\_\_\_\_

**Warrants complete, accurate, current**

8. Please indicate the extent to which you agree with the following:

	Strongly Disagree	Disagree	Neither Agree or Disagree	Agree	Strongly Agree	N/A
Warrant data provided to your state's warrant repository is complete.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Warrant data provided to your state's warrant repository is accurate.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Warrant data provided to your state's warrant repository is current.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

---

### Warrant challenges

9. What challenges do you believe justice and public safety agencies in your state face in regards to warrant reporting? (check all that apply)

- Staffing constraints
- Budget constraints
- Technology constraints
- Duties and responsibilities are spread across agencies
- Statutes do not mandate warrant reporting
- Statutes are unclear
- Poor enforcement of reporting requirements
- Unfamiliarity by responsible agencies or courts with the warrant reporting process
- Poor interagency communication
- Other, Please explain: \_\_\_\_\_

### Warrants working group

10. Is there an established working group that represents all components of the criminal justice system that identifies and addresses the completeness, accuracy, timeliness, and availability of warrant processes within the state?

- No
- Yes

### Warrants work group members

Who serves on this working group?

### Warrants work group roles

What are the roles and responsibilities of the working group? (If possible, please provide the URL to the membership page or mission/purpose statement.)

### Warrants data entry

11. Which agencies are responsible for entry (or electronic transfer) of warrant data into the state warrant repository? (Check all that apply)

- Law enforcement
- Prosecution
- Courts

### Warrants communication

12. Please indicate the extent to which you agree with the following:

	Strongly Disagree	Disagree	Neither Agree or Disagree	Agree	Strongly Agree	N/A
When a warrant event (e.g., warrant execution) takes place, the state's agencies (law enforcement, prosecutors, courts) are able to share information as necessary to ensure records are updated.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

**Warrants training**

13. Does your state have a training program in place to teach warrant processing and reporting procedures?

- No
- Yes

**Warrants training details**

Who attends this training and how often does this training take place?

**Warrants performance measures**

14. Does your state have performance measures for internally evaluating the current integrity of the warrant records?

- No
- Yes

**Warrants measures**

Please provide the measures:

**Warrants audit**

15. How often does your state have its warrant repository audited?

**Warrants audit results**

Are the results of the most recent audit available?

- No
- Yes
- N/A

### Warrants audit results

Please summarize the results of the most recent audit:

### Warrants improvements

16. Have there been improvements made to the warrant reporting process in your state in the past 5 years?

- No
- Yes

### Warrants top 3

Please list the top three improvements that have been made:

### End

You have reached the end of the survey. Once you hit the forward arrow you will not be able to go back into the survey without using your survey link. If you are ready to submit your responses, hit the forward arrow.

## APPENDIX C - GENERAL SURVEY

# WARRANT AND DISPOSITION GENERAL SURVEY

### Introduction

Welcome to the Warrant and Disposition Reporting survey site. The National Center for State Courts (NCSC) and SEARCH, the National Consortium for Justice Information and Statistics, have been awarded a grant from the Bureau of Justice Assistance to identify and address issues affecting the reporting of arrest, disposition, and warrant information to state and national databases. This survey is designed to collect the perceptions of justice and public safety organizations regarding the arrest, disposition, and warrant information received from the state criminal history repository and is an abbreviated version of a survey sent to that agency. The information gathered through this survey will be used to supplement the procedural information collected from the repository and will help identify potential partners for a series of projects intended to improve the availability of arrest, disposition, and warrant information. Individual survey responses will not be shared outside of project staff. To begin the survey, click on the forward arrow button below. Please answer each question then click the forward arrow button to move through the survey. Your survey answers will be automatically saved every time you click the forward or back arrow buttons on every page. Please contact Mr. Paul Zeigler at (678) 367-7807 or pzeigler@ncsc.org should you have any questions. Thank you for participating in this survey; your prompt attention to submitting answers is greatly appreciated.

**Contact Information**

Please enter your contact information below.

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Agency: \_\_\_\_\_

Phone number: \_\_\_\_\_

Email address: \_\_\_\_\_

**Disp Info**

Section 1. Dispositions

**Complete, Timely, Accurate**

1. Please rate the following:

	Poor	Fair	Good	Excellent	N/A
Arrests					
How would you rate the completeness of arrest data provided by your state's criminal history repository?	<input type="radio"/>				
How would you rate the accuracy of arrest data provided by your state's criminal history repository?	<input type="radio"/>				
How would you rate the timeliness of arrest data provided by your state's criminal history repository?	<input type="radio"/>				
Prosecution Charges					
How would you rate the completeness of prosecution charging data	<input type="radio"/>				

	Poor	Fair	Good	Excellent	N/A
provided by your state's criminal history repository?					
How would you rate the accuracy of prosecution charging data provided by your state's criminal history repository?	<input type="radio"/>				
How would you rate the timeliness of prosecution charging data provided by your state's criminal history repository?	<input type="radio"/>				
Dispositions					
How would you rate the completeness of disposition data provided by your state's criminal history repository?	<input type="radio"/>				
How would you rate the accuracy of disposition data provided by your state's criminal history repository?	<input type="radio"/>				
How would you rate the timeliness of disposition data provided by your state's criminal history repository?	<input type="radio"/>				

## Challenges

2. What challenges do you believe justice and public safety agencies in your state face in regards to reporting arrests, prosecution charges (if applicable), and dispositions? (check all that apply)

- Staffing constraints
- Budget constraints
- Technology constraints
- Duties and responsibilities are spread across agencies
- Statutes do not mandate arrest reporting
- Statutes do not mandate disposition reporting
- Statutes do not mandate reporting of charge and/or disposition information by prosecutors
- Statutes are unclear
- Poor enforcement of reporting requirements
- Unfamiliarity by responsible agencies or courts with the disposition reporting process
- Poor interagency communication
- Other, please explain \_\_\_\_\_

## Warrants Info

Section 2. Wants/Warrants

## Warrant Quality

3. Please indicate the extent to which you agree with the following:

	Strongly Disagree	Disagree	Neither Agree or Disagree	Agree	Strongly Agree	N/A
Warrant data provided by your state's central warrant repository is complete.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Warrant data provided by your state's central warrant repository is accurate.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Warrant data provided by your state's central warrant repository is current.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

**Warrant Challenges**

4. What challenges do you believe justice and public safety agencies in your state face in regards to warrant reporting? (check all that apply)

- Staffing constraints
- Budget constraints
- Technology constraints
- Duties and responsibilities are spread across agencies
- State statutes do not mandate warrant reporting
- State statutes are unclear
- Poor enforcement of reporting requirements
- Unfamiliarity by responsible agencies or courts with the warrant reporting process
- Poor interagency communication
- Other, please explain \_\_\_\_\_