



CRIMINAL HISTORY CLEARINGHOUSE

*Providing the New
Mexico Judicial System
with accurate and up-to-
date Criminal History
Reports.*

TITLE PAGE

Office: The Law Enforcement Records Bureau of the New Mexico
Department of Public Safety

Title: Criminal History Clearinghouse Orientation

**We are very excited to begin our collaboration
with you on this important project.**

TABLE OF CONTENTS

Contents

MISSION STATEMENT	3
New Mexico Department of Public Safety Vision	3
Criminal History Clearinghouse Mission	3
Policy Statement	3
IMPLEMENTATION:	4
The Clearinghouse as Part of the Criminal Justice Systems.....	4
Integrating into your process.....	4
Flow chart: Example of Integration.....	4
HISTORY OF THE CLEARINGHOUSE	5
Clearinghouse Timeline.....	6
Appendix A.....	9

MISSION STATEMENT

New Mexico Department of Public Safety Vision

The NM DPS is committed to providing the highest quality of public safety services for the State of New Mexico and its law enforcement community. We will constantly evaluate and develop our efforts to become a national model in providing ethical, innovative, effective, efficient and customer-oriented, public safety services to the citizens and visitors of New Mexico.

Criminal History Clearinghouse Mission

“The NMDPS Criminal History Clearinghouse is committed to providing the New Mexico Judicial System with accurate and up to date Criminal History Reports. We will adhere to the highest standards of objectivity and confidentiality to preserve the Constitution of the State of New Mexico, promote the public safety, and protect the rights of the accused. We seek to develop innovative best practices that will serve as a scalable national model for more effective coordination between law enforcement agencies, correctional facilities, and the courts.”

Policy Statement

It is the policy of the Department of Public Safety to implement a Criminal History Clearinghouse which will provide relevant criminal histories to the New Mexico Judiciary System and all other clients deemed appropriate by the State of New Mexico for the purpose of arraignment decisions. The Clearinghouse will provide 24hr coverage based on the needs of its clients.

IMPLEMENTATION:

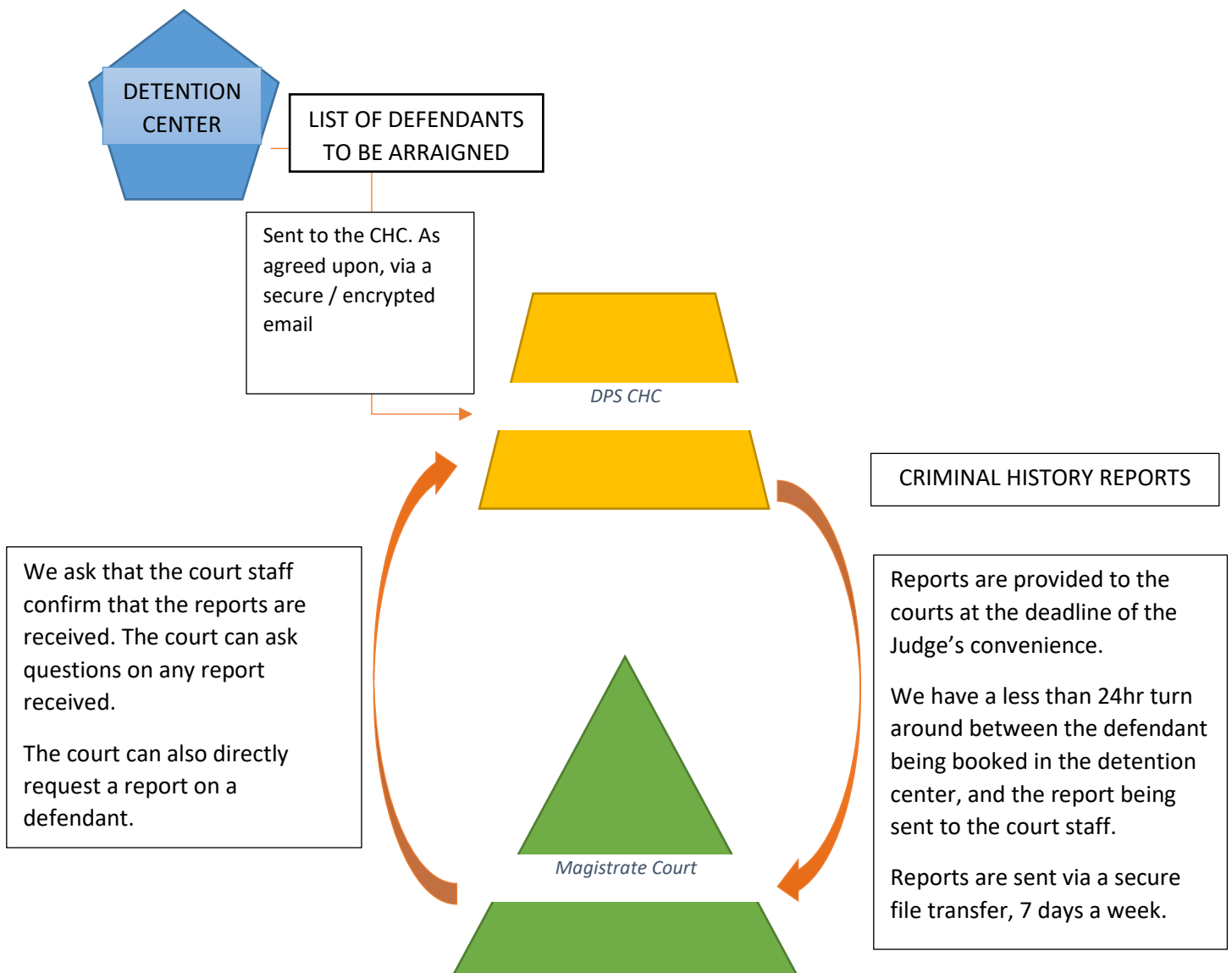
The Clearinghouse as Part of the Criminal Justice Systems

Integrating into your process

Being a new program in government, we understand that integration can be a challenge. We hope to make this collaboration as convenient for you as possible by adapting to your needs, schedules and deadlines. The purpose of this program is ultimately to make your lives a little bit easier.

Flow chart: Example of Integration

Below is a graphic describing how we integrate the CHC into a Magistrate Court's Daily arraignment schedule.



HISTORY OF THE CLEARINGHOUSE

The Criminal History Clearinghouse was created to serve the needs criminal justice system and the contribute to the public safety of the State of New Mexico. On November 8, 2016, the people of New Mexico voted into law this amendment to Article 2, Section 13 of the New Mexico Constitution:

“to protect community safety by granting courts new authority to deny release on bail pending trial for dangerous defendants in felony cases while retaining the right to pretrial release for non-dangerous defendants who do not pose a flight risk.”

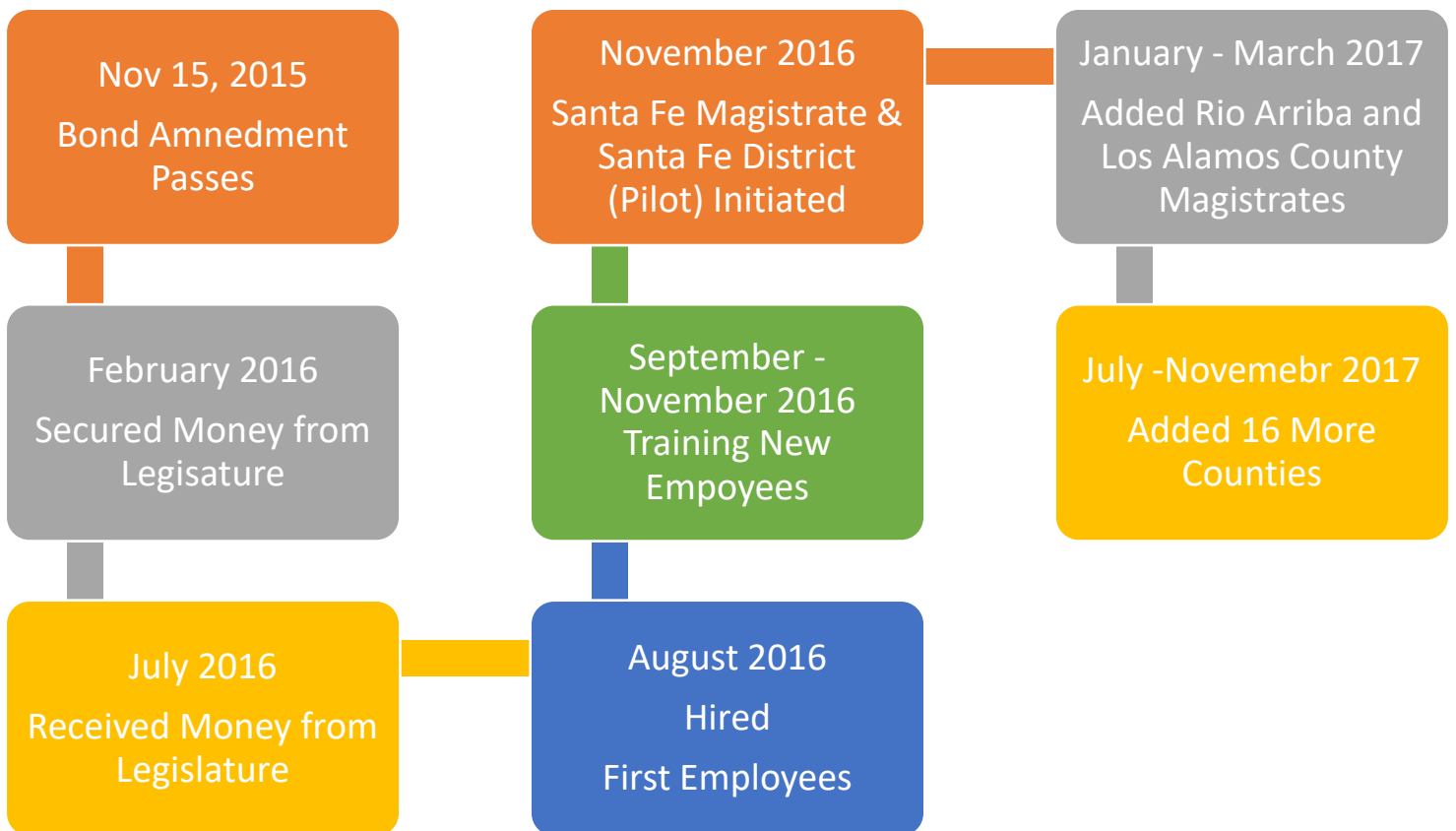
The support for this was an overwhelming 87 percent.

The Clearinghouse was created to implement this amendment. We provide comprehensive and up to date reports to the Judges and their staffs on all defendants prior to their arraignments. These reports aid the Judges in making decisions on pretrial detention.

The Clearinghouse is staffed by a team of Analysts trained to synthesize data from law enforcement databases, court records, and other sources.

The Clearinghouse Pilot Program went live on December 12, 2016. We began the program by creating a link of information between the Santa Fe County Adult Detention Center and Santa Fe Magistrate Court. We receive the names of new arrestees every two hours (24/7/365) from the Detention Center and complete the reports as the names come in.

Clearinghouse Timeline

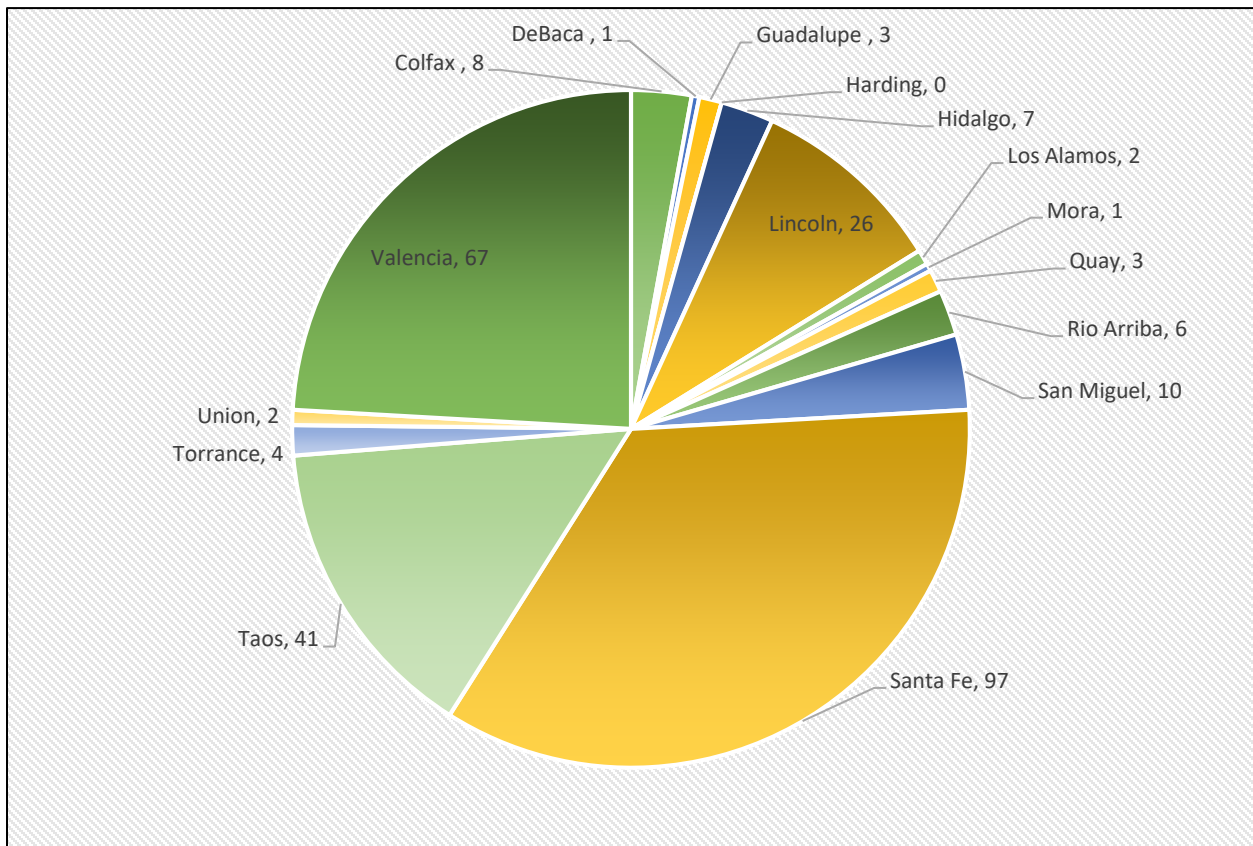


The DPS Criminal History Clearinghouse operates a 24 hour a day, 7 days a week, 365 days a year unit. This includes all major holidays. The unit is authorized seven (7) Full Time Employees (FTE).

The Clearinghouse 's only customer is New Mexico's judicial system. Currently, 16 counties and 23 judges are serviced by the Clearinghouse. This includes 21 county magistrate judges and two (2) first judicial district judges.

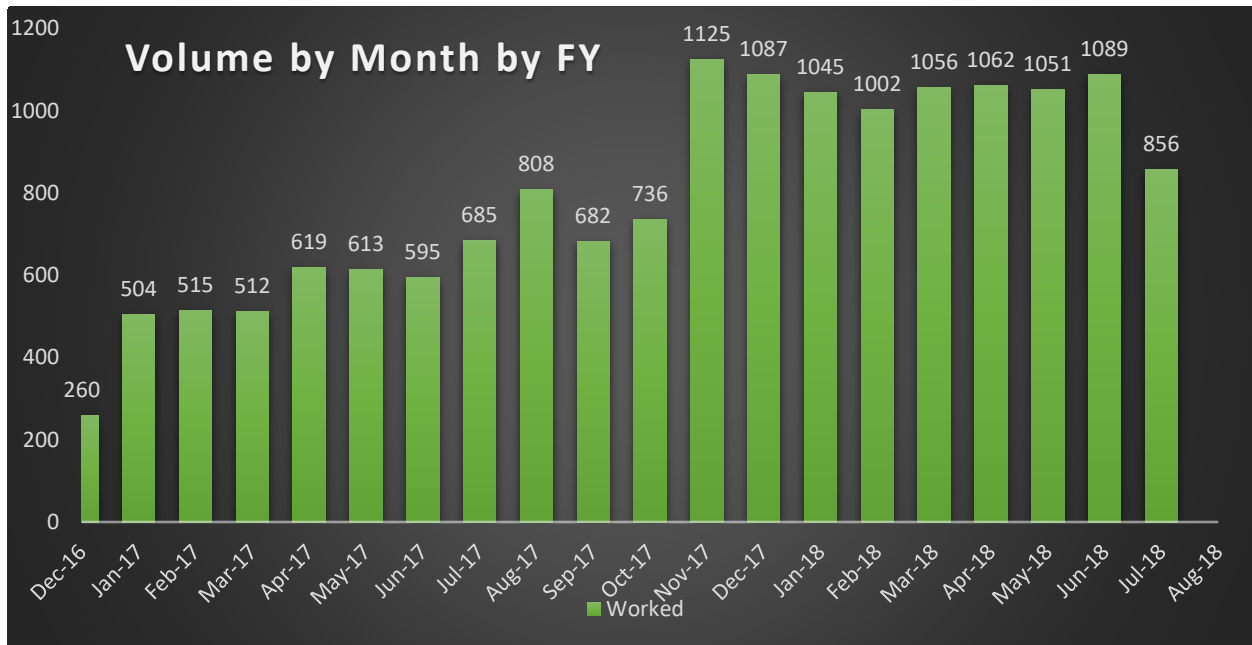
The average number of Clearinghouse reports completed in a week are 287, from a low of zero per week in Harding County, to 97 in Santa Fe County.

Average Clearinghouse Weekly Volume



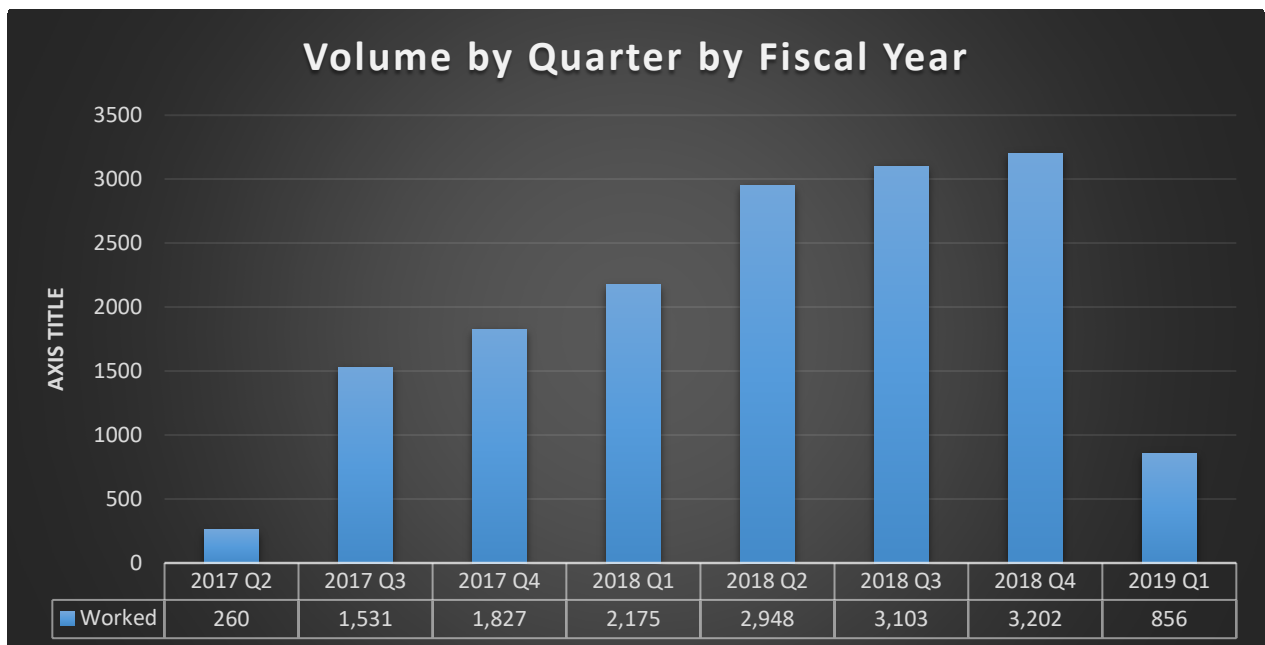
Average Clearinghouse Monthly Volume

With additional court added over the course of the unit, the average number of Clearinghouse reports completed in a month has grown from 260 to a high of 1,125.



Average Clearinghouse Quarterly Volume

To date, the Clearinghouse has completed 15,902 reports since its inception in December 2016.



Appendix A

THE CRIMINAL HISTORY REPORT

Where we look and what we look for

Our analysts pull criminal history data from the following sources:

1. NCIC (FBI Database)
2. CJIS
3. NM Odyssey Case Lookup
4. NM Courts
5. National Sex Offender Public Website
6. NM Corrections Department
7. LinX (maintained by NCIS) – information coming from LinX will be considered unverified and marked with (UNVERIFIED) because the information is not fingerprint verified.

The analysts put all the information together in a single comprehensive report which tells the story of an individual's criminal history.

The goal of this product is to be a risk assessment tool that the judges can use when making their bond assessments.

Thus, our reports include information such as: charges, dispositions, failure to appear/comply/pay, warrants, and alias information

Reading and understanding the Report

Every report has a first page which will contain the following information:

- **LEGAL NAME:** LAST, FIRST – This is a person's legal name as it appears on their driver's license
- **ALIAS NAME (UNVERIFIED):** - This is any name that an Analyst finds associated with an individual that is not their legal name
- **VERIFIED D.O.B:** mm/dd/yyyy – This is a person's date of birth verified by their driver's license.
- **ALIAS D.O.B. (UNVERIFIED):** - This is any date of birth that an Analyst finds associated with an individual that is not on their driver's license.
- **SOCIAL SECURITY #:** - This is a person's date of social security number verified by their driver's license.
- **ALIAS SOCIAL SECURITY # (UNVERIFIED):** - This is any SSN that an Analyst finds associated with an individual that is not their legal name
- **CURRENT STATUS:** This heading will hold information like: Probation/Parole, Registered Sex Offender, Bonded Out...etc. If there is no pertinent current status, this heading will not be included in the report.
- **WARRANTS:** DATE: DOCKET (or warrant) # - WARRANT ISSUED – CHARGE (FTA, FTP, FTC...etc.) - These will be ACTIVE warrants that have not been resolved.
- **PROBATION VIOLATIONS:** DATE: DOCKET # - PROBATION VIOLATION – These will be ACTIVE probation violations that have not been resolved.
- **PROTECTIVE ORDERS:** ISD-EXD: ORDER # - ORDER ISSUED – These will be ACTIVE protective orders that have not expired.

The continuation of the report will be the defendant’s criminal history. The history will be organized by cycle in chronological order from the most recent to oldest. Each cycle will be represented by an “event block”:

DATE: 02/18/2016

SANTA FE COUNTY SHERIFF'S OFFICE

CHARGE 1: M, SP2, DWI – (REFUSED TESTING)

DA:

DOCKET #: M-49-MR-2016-00321

CHARGE 1: M, DWI (1ST OFFENSE)

DISPOSITION: GUILTY NO CONTEST

- 07/11/2016: BENCH WARRANT ISSUED – FTA
 - 07/12/2016: SERVED
- 12/26/2016: PROBATION VIOLATION

Some cases will be transferred or bound over to a higher court. For these, only the information from the higher court case will be in the report, except for any warrant or PV events from the lower court case:

DOCKET #: D-820-CR-2005-00047

CHARGE 1: F, KIDNAP W/INTNT GBH/DEATH/SEXUAL OFFENSE

DISPOSITION: DISMISSED BY PROSECUTOR

CHARGE 2: F, CONSPIRACY TO COMMIT A CRIME

DISPOSITION: DISMISSED BY PROSECUTOR

CHARGE 3: F, 2 AGGRAVATED BURGLARY (COMMITTS BATTERY)

DISPOSITION: DISMISSED BY PROSECUTOR

- TRANSFERRED FROM M-43-CR-2005-00098
 - 05/18/2005: BENCH WARRANT ISSUED – FTA
 - 05/19/2005: SERVED
- 07/20/2006: BENCH WARRANT ISSUED – FTC
 - 08/01/2006: CANCELLED

How to read the cycles

DATE: The earliest event date

Arresting agency (if available; if no record is found, this line will be omitted)

CHARGE 1: This will be the charge entered by the arresting agency (if available; if no record is found, this line will be omitted)

DA: This is usually left blank but may one-day house the charges levied by the DA

DOCKET #: (if no court case is found that corresponds with an arrest event, this line and those below it will be omitted.)

Charge 1: This is the charge found in the court case. As it is the final charge it is bolded to show its importance in this event block. If no court case is found that corresponds with an arrest event, the arrest charge will be bolded.

Disposition: The disposition will always be highlighted in grey. If no disposition is found the disposition will be “UNAVAILABLE”. If a case is open and has not received a disposition, the charge will be marked as [OPEN] and the disposition line will be omitted.

- DATE: WARRANT ISSUED
- These bullets will list court details that indicate a person’s flight risk and danger to the community. They will be listed chronologically from oldest to newest.

