

# Criminal Justice Planning



## 2008 Annual Program Report

# Table of Contents

<b><i>Message from the Interim Chair, Torry Johnson, District Attorney General .....</i></b>	<b><i>1</i></b>
<b><i>Message from the Director, Donna Blackbourne Jones .....</i></b>	<b><i>2</i></b>
<b><i>Mayor’s Criminal Justice Steering Committee .....</i></b>	<b><i>4</i></b>
<b><i>Criminal Justice Planning Advisory Board.....</i></b>	<b><i>5</i></b>
<b><i>Criminal Justice Planning Staff .....</i></b>	<b><i>5</i></b>
<b><i>Results Matter / Active Strategy Business Plan .....</i></b>	<b><i>6</i></b>
<b><i>Mission.....</i></b>	<b><i>6</i></b>
<b><i>Goals .....</i></b>	<b><i>6</i></b>
<b><i>Organizational Chart.....</i></b>	<b><i>7</i></b>
<b><i>Administrative Information.....</i></b>	<b><i>8</i></b>
<b><i>Accomplishments .....</i></b>	<b><i>9</i></b>
<b><i>Annual Projection Report .....</i></b>	<b><i>9</i></b>
<b><i>Mid Year Assessment Report.....</i></b>	<b><i>9</i></b>
<b><i>Regularly Published Reports .....</i></b>	<b><i>10</i></b>
<b><i>Ad Hoc Reports .....</i></b>	<b><i>15</i></b>
<b><i>Research and Planning.....</i></b>	<b><i>16</i></b>
<b><i>CJP Web Site.....</i></b>	<b><i>16</i></b>



**MESSAGE FROM THE INTERIM CHAIR,  
TERRY JOHNSON, DISTRICT ATTORNEY GENERAL**

On behalf of the Criminal Justice Planning Advisory Board, I am pleased to present the 2008 Annual Report of Davidson County Criminal Justice Planning (CJP). This report not only details the significant achievements of the CJP during the past year, but it also reflects the ongoing commitment of the Metropolitan Government to a fair and efficient criminal justice system.

Mayor Karl Dean recognizes the value of having consistent and timely empirical data in order to make intelligent decisions about the resources needed within the criminal justice system. Likewise, the Metropolitan Council has come to understand the importance of the work that Criminal Justice Planning provides to the city and its citizens.

I would like to thank the members of the Criminal Justice Planning Advisory Board for their wisdom and insight as CJP seeks to examine the complex issues that confront the criminal justice system and its various components. All of the members have demonstrated extraordinary dedication to the mission and have exhibited great cooperation in working together for improvements. In particular, representing the Criminal Court Clerk, Tommy Bradley has provided invaluable assistance and support to CJP during a difficult time. His contributions have been greatly appreciated.

The CJP is also fortunate to have a small but dedicated staff that works diligently each year to produce an impressive number of regular reports and ad hoc studies. Thanks to the excellent leadership of Donna Blackbourne and the skill of her employees, Criminal Justice Planning has become an integral part of the government as city leaders address the criminal justice issues of the future.

Finally, I wish to acknowledge the extraordinary leadership of the late Ross Alderman who served with such ability and distinction as Chair of the Criminal Justice Planning Advisory Board. Ross brought his unique blend of keen intelligence, strong opinions, and good humor to this position. He devoted countless hours to consulting with the staff and other members of the Advisory Board in his never-ending commitment to see that the work of the CJP was both accurate and helpful. His untimely death has been an extraordinary loss to the Advisory Board, to the Office of the Metropolitan Public Defender, and to the City of Nashville.

Terry Johnson  
District Attorney General



## Message from the Director, Donna Blackbourne Jones

As Director, I am pleased to present our 2008 Annual Program Report to Mayor Dean and the Criminal Justice Steering Committee. This report provides our organizational structure, mission, strategic goals and accomplishments for 2008.

I would like to start by thanking Mayor Dean and the members of the Steering Committee for their support of our department. Due to their interest in our criminal justice system, their commitment to ensure an efficient system which promotes public safety and their time dedicated to various issues, Criminal Justice Planning is an essential / vital department, providing objective statistical data analysis and research on the system.

In 2008 we continued to be very busy responding to data needs on our criminal justice system. We received requests from many Metro departments for various reasons. As in the past, we were very busy during Metro's budget preparation, receiving requests for ad hoc reports on topics such as department workload. We also helped several departments who applied for grants, providing required data. Throughout the year we also became involved in major projects, providing data on such programs as the Sheriff's 287(g) incentive, the Mayor's new Juvenile Criminal Justice Steering Committee and research on recidivism to help fund DUI Safety Schools across the state of Tennessee.

Some highlights for our department in 2008:

- Provided over 450 reports to approximately 230 individuals.
- Our 2008 correctional population projections were within a statistically acceptable margin of error.
- We produced 61 ad hoc reports, totaling 280 since 2003.
- We produced 19 regular reports on either a daily, weekly, monthly or quarterly basis.
- The Mayor's Criminal Justice Steering Committee and the Criminal Justice Planning Advisory Board met monthly.
- Provided statistical data to the Mayor's Juvenile Justice Steering Committee.

In January of 2008 we celebrated our fifth year anniversary as a Metro department. Every year I acknowledged and thanked Ross Alderman, Public Defender, for the time and guidance he provided me as Chair of the Criminal Justice Planning Advisory Board. In August of 2008, Ross lost his life in a motorcycle accident. With his premature death, Criminal Justice Planning lost a mentor, one who provided invaluable knowledge on the criminal justice system as well as administrative matters. Ross was always available to answer any question; he provided insight on budget issues; he eased concerns on providing sensitive data; he explained the complexities of our criminal justice system; and with his sense of humor, he almost always had me laughing at the end of our conversations that started out with one of my many concerns. I will always be grateful for his leadership, commitment to excellence/professionalism and being a voice of reason.

I would like to acknowledge my dedicated staff: Trina Schmidt, Diane Latiolais and Patsy Brown. They are an exceptional group of talented individuals, each bringing unique skills to their area of expertise.

Finally, I would also like to thank Torry Johnson and Tommy Bradley who took on the role of Co-Chairing the Advisory Board after Ross's death. Their time, support and assistance is greatly appreciated.

Donna Blackbourne Jones



## The Mayor's Criminal Justice Steering Committee

Karl Dean, Mayor

Sue Cain, Director of the Department of Law

Dawn Deaner, Public Defender

Steve Dozier, Criminal Court Judge

Daron Hall, Sheriff

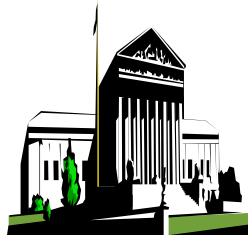
Victor S. (Torry) Johnson III, District Attorney General

Leon Ruben, General Session Judge

Ronal Serpas, Chief of Police

David Torrence, Criminal Court Clerk

Karen Bennett, Chair of Public Safety



## Criminal Justice Planning Advisory Board

Victor S. (Torry) Johnson III, District Attorney General

Interim Chair

Dawn Deaner, Public Defender

Steve Dozier, Criminal Court Judge

Daron Hall, Sheriff

Leon Ruben, General Session Judge

Ronal Serpas, Chief of Police

David Torrence, Criminal Court Clerk

## Criminal Justice Planning Staff

Donna Blackbourne Jones, Director

Diane Latiolais, Statistical Research Analyst 2

Trina Schmidt, Statistical Research Analyst 1

Patsy Brown, Administrative Specialist



# Criminal Justice Planning

## Results Matter / Active Strategy Business Plan



<b>Mission</b>	The mission of Criminal Justice Planning is to provide system-wide criminal justice data and reporting products to various justice departments and policymakers so they can make informed decisions in developing management strategies for the Davidson County criminal justice system.
<b>Goals</b>	<p>By 2013, Criminal Justice departments and agencies will experience comprehensive data analysis and reporting evidenced by:</p> <ul style="list-style-type: none"><li>• 75% of reports delivered within established timeframes *</li><li>• Annual Correctional Population Projection Report within +/- 4% of actual.</li></ul> <p>By 2012, Criminal Justice Planning and Criminal Justice Planning Advisory Board will have a current understanding of the complexity and ever-changing nature of the criminal justice system as evidenced by:</p> <ul style="list-style-type: none"><li>• Regularly consulting with data providers and data users to ensure relevance and appropriateness of collected data and to keep informed of changes in data. (Policy A page 32)</li><li>• 50% of customers who say reports provided were useful in making current and future management decisions. (Policy B page 32) *</li></ul> <p><b>* Note: Criminal Justice Planning is gathering baseline data and goal targets will be set for FY10.</b></p>

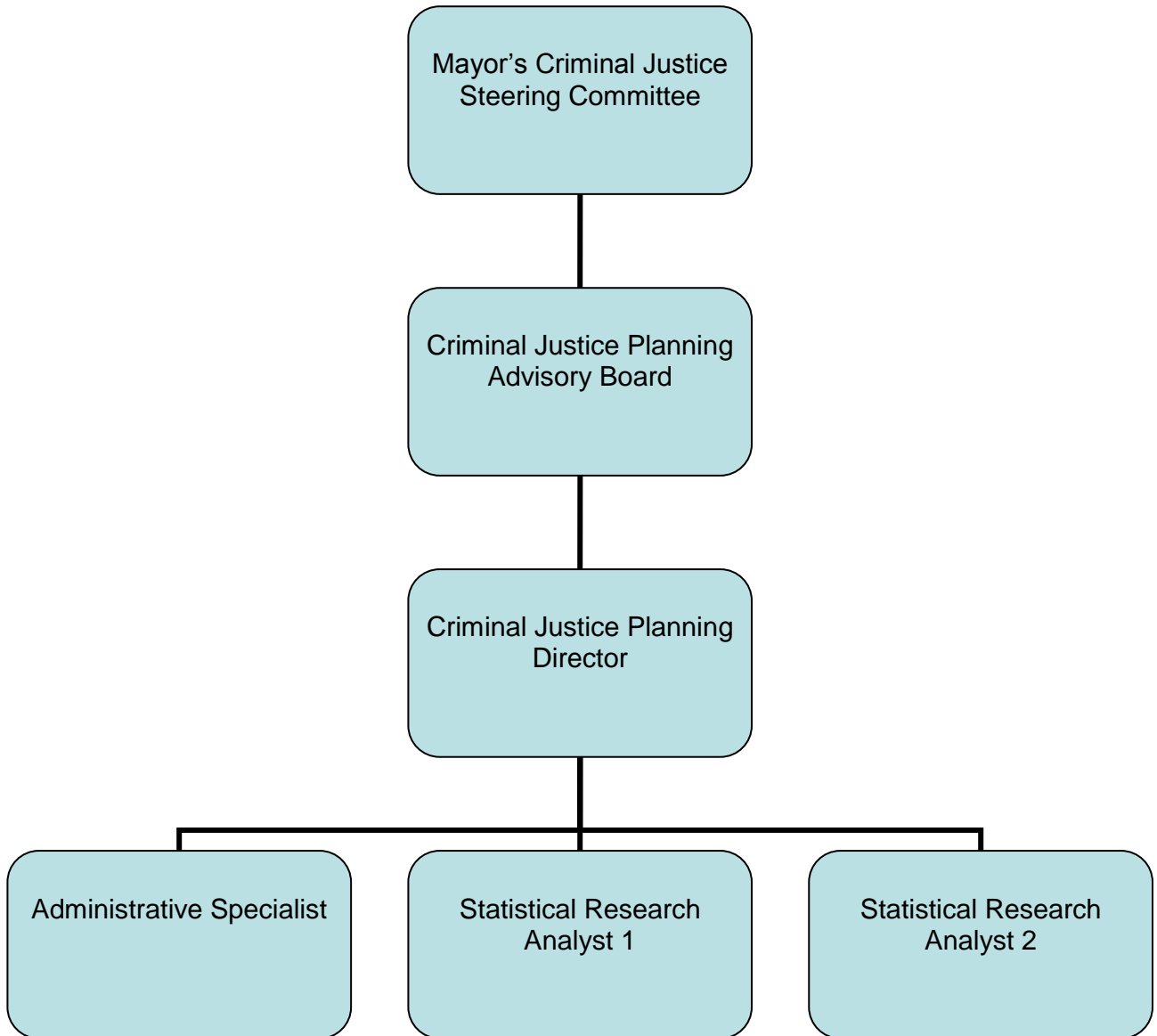
### **CJP Reporting Line of Business**

The purpose of the CJP Reporting Line of Business is to provide system-wide criminal justice data and reporting products to various criminal justice departments and policymakers so they can make informed management decisions.

### **CJP Program**

The purpose of the CJP Reporting Program is to provide system-wide criminal justice data and reporting products to various criminal justice departments and policymakers so they can make informed management decisions.

# Criminal Justice Planning Organization Chart



## Administrative Information

In January 2008, Criminal Justice Planning completed its' sixth year of business. In 2006, our department completed the strategic planning and performance measurement initiative through the Office of Management and Budget in the Department of Finance, called "Results Matter." Since we are a "Results Matter" department, our budget is now developed and presented in a format that emphasizes performance budgeting, accounting, employee performance management, and performance based contracting.

The Mayor's Criminal Justice Steering Committee met monthly in 2008 with Mayor Dean as Chair. The Criminal Justice Planning Advisory Board also continues to meet monthly with Torry Johnson & Tommy Bradley as co-chairs. Both of these committees provide oversight and guidance in helping us meet our departmental mission and goals.

Our department is governed by the following Ordinances and Executive Order:

- BL2005-558: An Ordinance establishing Criminal Justice Planning as a department of the Metropolitan Government.
- BL2007-1461: An Ordinance establishing the Criminal Justice Steering Committee of Metropolitan Government to address issues affecting the criminal justice system of Metropolitan Government.
- Executive order No. 027: Establishing the Criminal Justice Planning Advisory board which provides oversight to the department of Criminal Justice Planning.



## Accomplishments

- **Annual Projection Report**

Criminal Justice Planning (CJP) published our sixth Correctional Population Projection Report in June 2008. This report provides information on reported crime, the average daily correctional population, the number of admissions into jail, the average length of stay for an inmate, the number of releases to the Pretrial Release Program and to bonding companies, Davidson County demographic population trends, and planned capacity expansions. The staff of the CJP invested many hours of research and data analysis to provide this necessary tool for our criminal justice policy makers.

- **Mid-Year Assessment Report**

In 2008 CJP published a mid-year assessment, which compares our projections in previous years Annual Projection Report with actual data. This report reflects whether the actual incarcerated population differs from the projected population within an acceptable statistical margin of error: an average of +- four percent. In 2007 our projections were within this statistical range. Should it fall outside this range, the mid-year assessment will guide our efforts to explore the causes of discrepancies.

This report also describes criminal justice trends at a local, state and national level. Areas included in the 2008 report are: crime trends, court volume trends, case processing time, average daily population of jails and prisons and gender trends.



## Regularly Published Reports

We are now publishing a total of 19 regular reports. The following provides the name and a short summary of each report:

I. Arrest and Release Statistics

This report breaks down arrests and citations by race (Asian, Black, Native American/Alaska Native and White) and gender. It provides information on whether or not bond was posted by these categories.

This report is produced quarterly.

II. General Sessions Docket Report by Division

This report provides information concerning how many times a case is “set” until final disposition. Information is broken out by three types of dockets: Jail, Criminal Bond and Citation. It is further broken down showing if the case was bound over to the Grand Jury or if the case was concluded at the General Session level. It provides the above information for the eleven divisions of court.

This report is produced quarterly.

III. General Sessions Docket Report Summary

This report takes the General Sessions Docket Report by Division report and summarizes all the information, providing the average number of times a case is “set” until final disposition. This report is broken out by whether a case was bound over to the Grand Jury or concluded at the General Session level and by three types of dockets: Jail, Criminal Bond and Citation.

This report is produced quarterly.

IV. Criminal Court Docket Report by Division

This report provides information on the number of times a case is “set” until final disposition in Criminal Court by all six divisions. The information is broken out by three different dockets: Arraignment, Discussion/Motion/Misc., and Trial. It is further broken down by number of defendants and number of settings on each of these dockets.

This report is produced quarterly.

V. Criminal Court Docket Report Summary

This report summarizes the Criminal Court Docket Report providing the average number of times a case is “set” until final disposition in all six Criminal Court divisions. It is broken out by three types of dockets: Arraignment, Discussion/Motion/Misc., and Trial. It is further broken down by the number of defendants and number of settings on each of the dockets.

This report is produced quarterly.

VI. Citation Report

In May 2005 our system changed how Citations are handled/processed. The main goal in making this change was to reduce the number of capiases being issued for Failure to Appear for Court on a Citation and the long term goal of reducing the number of capiases issued for Failure to be Booked on a Citation. This report compares the number of capiases issued for these two incidents before May 2005 to after May 2005 in order to see if the change was beneficial. It also provides information on the number of cases being disposed on the first court appearance, comparing before May 2005 to after May 2005.

This report is produced monthly.

VII. Criminal Court Activity by Division

This report provides the following information, broken down by the six divisions:

- A. New filings by number of cases and number of defendants.
  - 1) Filings are also broken down by type: Information, Presentments/Indictments, General Sessions Appeals and Probation Violations.
- B. Number of settings: Arraignments, Discussions, Jury Trials, Non Jury Trials and Sentence Hearings.
- C. Number concluded by case and by defendant.
- D. Dispositions by counts: Guilty, Dismissed, Retired, Null, Not Guilty, Pretrial Diversion, other.

This report is published monthly.

VIII. General Sessions Activity by Division

This report provides the following information broken down by the eleven divisions and type of court:

- A. Number of bound-over warrants by docket type and division
- B. Number of warrants disposed by docket type and division
- C. Number of warrants filed
- D. Number of warrants pending

This report is published monthly.

IX. DUI Report

This report provides the number of DUI arrests monthly, giving the percent of change from month to month and percent of change over the same month in the previous year. It also provides a breakdown of the type of DUI, i.e. DUI 2, DUI 3, etc.

This report is published quarterly.

X. The Locally Sentenced Felon Report

This report provides information on the number of sentenced felons housed in our system. The information is broken down by facility and gender.

This report is published weekly.

XI. The Daily Jail Count

This report provides population counts for each correctional facility (Criminal Justice Center, Hill Detention Center, Offender Reentry Center, Correctional Work Center for Males, Correctional Work Center for Females and Metro Detention Center), showing how many of the available beds are being used and the capacity limit of each facility.

This report is sent out daily.

XII. Criminal Justice System Report

This report provides the following information:

- A. Total physical arrests and citations issued
- B. Total number of individuals released by bonding companies, the Pretrial Release Program or other means
- C. Total number of new cases filed, concluded, and pending in General Sessions and Criminal Court
- D. Total number of warrants bound-over to the grand jury.
- E. This report also provides the yearly percent of change in all these areas since 2001.

This report is published monthly.

XIII. The Monthly Average Daily Jail Population Report

This report provides the following information for the previous month:

- A. Average daily population for all correctional facilities, broken down by legal status, gender and facility
- B. Percent of change by month and year
- C. Total of physical arrests and state citations

This report is published monthly.

XIV. The Early Release Eligibility List

This report provides pre-selected names of individuals convicted of misdemeanors, their date of incarceration and projected release date (charges such as driving under the influence (DUI) and domestic violence related are excluded).

This report is generated on an 'as needed' basis.

XV. Case Management Report

This report provides information on General Sessions and Criminal Court cases, giving the length of time it takes to process a case from arrest to final disposition.

This report is published quarterly.

XVI. Case Clearance Report

This report provides information on General Sessions and Criminal Court filings and dispositions for the complete calendar year. It shows the number of new cases filed versus the number of cases concluded.

This report is published annually.

XVII. Annual Thanksgiving Holiday Report

This report tracks the daily jail count by facility for a three week period: before, the week of and the week after Thanksgiving. It provides the percent of change by day, week and year.

This report is published annually.

XVIII. Annual Holiday Report

This report tracks the daily jail count by facility for a three week period: before, the week of and the week after Christmas. It provides the percent of change by day, week and year.

This report is published annually.

XIX. Analyses on the Number of Settings for Warrants on Criminal Bond Dockets

This report provides information concerning the number of settings for warrants until they are bound over on the Criminal Bond Dockets. It also provides the average amount of time between settings. Finally, it provides information by each General Session Court division concerning the number of settings until bind over.

This report is published quarterly.



## Ad Hoc Reports

Since 2003, we have produced 280 ad hoc reports. In calendar year 2008, the Criminal Justice Planning (CJP) received 61 requests for ad hoc reports. The majority of these requests came from Metro's criminal justice agencies, such as the Sheriff's Office, General Session Court, Criminal Court, and the Criminal Court Clerk. Requests were made on a variety of topics. Listed below is a sampling of topics:

- 1) How many DUI's are pending in Criminal Court?
- 2) How many warrants were issued by the Night Court Commissioner per shift?
- 3) How many warrants are disposed on the Saturday Review Docket?
- 4) How many individuals receive additional alcohol related arrests after receiving substance abuse treatment?
- 5) Provide analysis of arrest for "no drivers license" by race and ethnicity.
- 6) What offenses are booked into jail and how long are they incarcerated?
- 7) Provide the actual number of inmate days by facility.
- 8) Analysis of the number of settings on the Criminal Bond Docket before the warrant is bound over.
- 9) Provide the most frequent and most serious arrested charge for ICE inmates.
- 10) What's the average daily population of inmates under the age of 18?
- 11) How many juveniles transferred to the adult system have co-defendants?
- 12) How many individuals booked into jail in 2007 are homeless?
- 13) Provide dispositions on reckless driving charges.
- 14) In 2007, how many arrested were non-foreign born versus foreign born?



## Research and Planning

As the primary provider of criminal justice statistics for Metropolitan Government, Criminal Justice Planning (CJP) recognizes the importance of providing reports that are of the highest quality. Therefore, we are committed to developing and maintaining excellent statistical standards, constantly improving our professional knowledge base. In doing so, we have developed a library of resources from different criminal justice agencies, locally and nationally. Publications from Tennessee Administrative Office of the Court, the Tennessee Board of Probation and Parole, Bureau of Justice Statistics, the National Center for State Courts and Bureau of Justice Assistance, are kept and referenced as needed. We continue to add to our resources.

We have continued to utilize data from the Jail Management System, (JMS) the Criminal Information System (CJIS) and the Police Department's data bank. These three systems are the primary source of data for all our reports. We have stayed in close contact with the "administrators" of these systems, making sure we are informed of any changes that could impact the accuracy of our report.

We have continued to track the activity of our Tennessee General Assembly. We follow Bills being filed each legislative session that would impact our criminal justice system, keeping on file the final Bill that was passed, amended or repealed. We have continued to keep information/decisions, handed down by the Tennessee Court of Criminal Appeals, the Tennessee Supreme Court, and the United States Federal Courts. Our goal is to be aware of any change in law that impacts our criminal justice system needs.

### **CJP Web site**

Our departmental website is: [www.nashville.gov/cjp](http://www.nashville.gov/cjp)

This site is updated regularly with many of our statistical reports.

