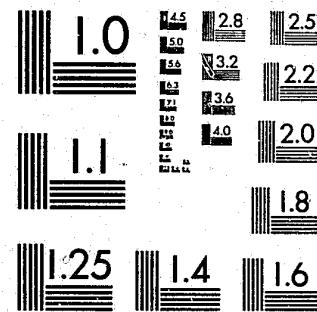


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COMMISSION

...ITY SYSTEM

89862

PUBLICATION UPDATE AND MAINTENANCE FORM

TITLE OF PUBLICATION
JUVENILE PROBATION
ACTIVITY SYSTEM
USER'S MANUAL

PUBLICATION NUMBER
UM-41
SYSTEM NUMBER
JC0500

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First Edition: June 1982

Subsequent Revisions:

Publication Number: UM-41

TEXAS JUVENILE PROBATION COMMISSION
JUVENILE PROBATION
ACTIVITY SYSTEM

JC0500

USER'S REFERENCE
MANUAL

INFORMATION SYSTEMS AND SERVICES OFFICE

Shelly Morrison, Chief

DATA SYSTEMS DIVISION

T. R. Evans, Head

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NCJRS

JUN 9 1983

ACQUISITIONS

1. SYSTEM IDENTIFICATION

Developed For: Texas Juvenile Probation Commission

Developed By: Texas Department of Water Resources
Information Systems and Services Office, and
Data Systems Unit

System Number: JC0500

System Name: Texas Juvenile Probation Commission
Juvenile Probation Activity System

Computer: Univac 1100/62

Language: COBOL

System Analyst: Richard A. Dyer

User Analyst: Bob Logan

Programming: Nelda Biggs-Brasher
Leonard Davis
Gary Jenschke

2. SYSTEM DESCRIPTION

JUVENILE PROBATION ACTIVITY SYSTEM

The Juvenile Probation Activity System is a computerized system designed to receive data on juvenile probation activity collected by the Texas Juvenile Probation Commission (TJPC). From these data, the system creates a master file containing juvenile probation activity and uses the master file to produce various reports, detailed and summarized.

Three times a year the juvenile probation activity is collected by TJPC from each county in the State of Texas. This information is summarized and reported to TJPC on the Official Juvenile Probation Monthly Report (pages 7-10). From this report, TDWR Data Entry creates the necessary 80 character records for input.

Prior to being added to the master file, all data undergo an extensive edit procedure. This procedure is performed to prevent erroneous data from being added to the master file. If errors are encountered during the edit, the data in error are entered on the master file, an error flag is set, and appropriate error diagnostics are printed to inform the user of the problem. The error diagnostics are provided to assist the user in correcting the data on the master file (page 13).

After data have passed the edit procedure and been added to the master file, the reporting phase of the system may be utilized to produce various reports designed for TJPC. There are three basic report formats available to the user. These report formats are:

1. Availability Report

2. Population Report

3. Juvenile Probation Report

The Availability Report covers all counties within the state and details which counties have data available for reporting by month (see pages 16-20).

The Population Report has two formats, an alphabetic listing by county name and a listing ranked in order by juvenile population within the county (see pages 21-23). Included in both formats of the Population Report, is basic information concerning juvenile probation activity (the information contained in Items 1-3 of the Official Probation Report).

The Juvenile Probation Report has five similar reporting formats but differ in the type of information being presented. Following is a list of the various Juvenile Probation Reports and a brief description of each.

1. County Report I - This report is a monthly report by county which prints all the information contained in the Official Juvenile Probation Monthly Report. Only counties which have reported with good data will be printed. The user may request a printout of all 254 counties for a given month or for a selected number of counties for a given month (see pages 14-15). A grand total page will accompany any of these reports.

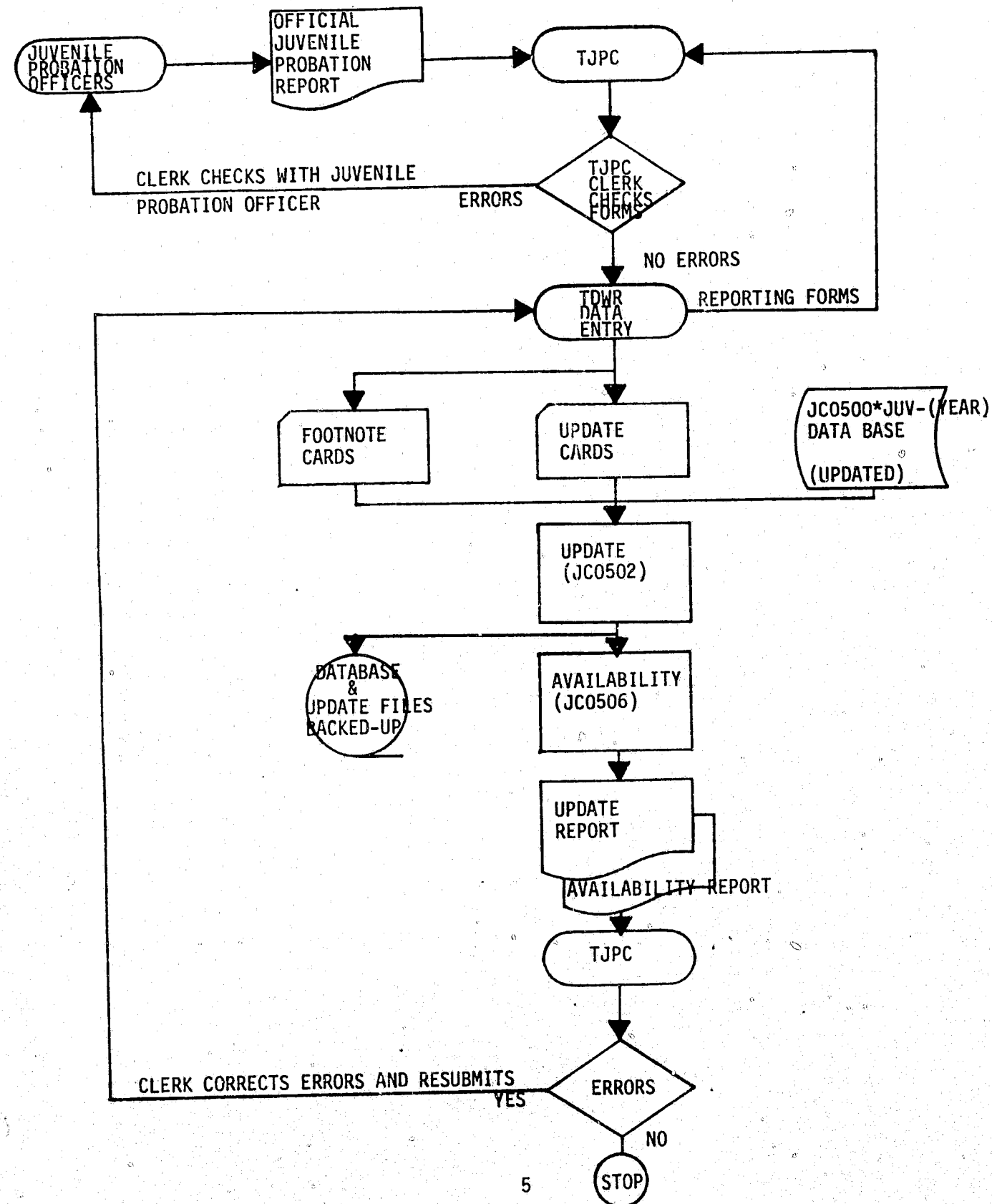
2. County Report II - This report can be used for reporting by selected months or on a year-to-date basis. All counties can be reported by this format or if desired, only selected counties can be requested. As with County Report I, a grand total page will be produced showing the totals for all categories for all counties being reported unless only one month's data is being requested.

3. The State Report, also in Report I Format, can be requested for one month, several selected months, or on a year-to-date basis and will simply be a grand total for all counties reporting for the months requested.

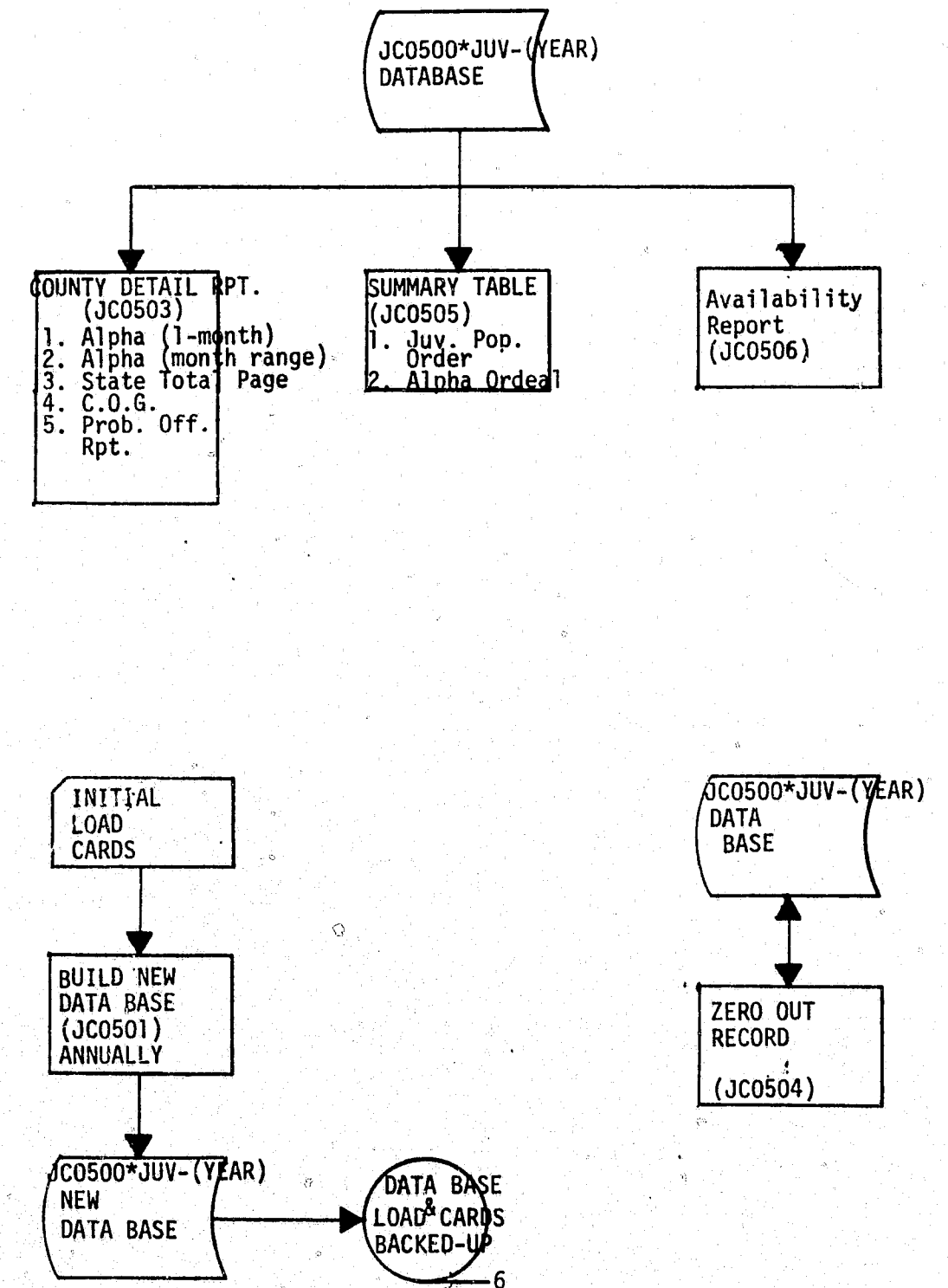
4. COG Report - Twenty-four COG (Council of Governments) each comprised of several counties within the state, have been established in Texas. The COG Report is identical in format to the county report but it may be requested for one month, several months, or year-to-date. If this report is requested, it will cover all COG's within the state for the time period being requested.

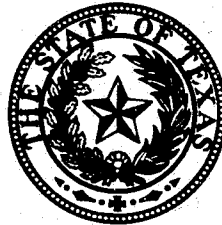
5. The Probation Officers Report is produced in the same manner as the COG Report with the exception that it is reported by Probation Officer rather than the COG.

JUVENILE PROBATION ACTIVITY SYSTEM
FLOWCHART



JUVENILE PROBATION ACTIVITY SYSTEM
FLOWCHART (con't)





Texas Juvenile Probation Commission

P.O. BOX 13547 • AUSTIN, TEXAS 78711 • (512) 475-2563

OFFICIAL JUVENILE PROBATION MONTHLY REPORT

Report for the month of:

JUNE 19 81

County of: TRAVIS

PAGE 1.

COUNTY # / MONTH

(I.E. 227/06)

CHIEF JUVENILE PROBATION OFFICER:

(Name)

DESIGNATED PRIMARY JUVENILE JUDGE:

(Name)

(Type and Number of Court)

Prepared By:

(Name)

(Title)

(Area Code)

(Phone Number)

The Attached Report Is A True And Accurate
Reflection Of The Records Of This Office

(Signature of Chief Juvenile Probation Officer or designated Juvenile Official)

- ☐ Check if more monthly forms are needed
☐ Check if more "referral worksheets" are needed

For other information please write to the above address or call 512/475-2563

PROBATION DEPARTMENT MONTHLY ACTIVITY

ITEM

1. Please enter the total number of referrals to your Juvenile Probation Department during this reporting month. If a child was referred more than once during this reporting month, count each referral separately for THIS ITEM AND ITEM (3).

CARD#1

2. Please enter the number of **children** referred to your Juvenile Probation Department during this reporting month. (Count only the FIRST REFERRAL OF ANY CHILD HANDLED MORE THAN ONCE during this YEAR.)

3. Please enter the number of referrals "disposed of" with an UNOFFICIAL DISPOSITION (resolved without court action).

Please return this form no later than 20 days following the end of the month reporting, to: TEXAS JUVENILE PROBATION COMMISSION, P.O. Box 13547, Austin, Texas 78711

19

PAGE 3.

#		ALLEGED DELINQUENT BEHAVIOR							ALLEGED C.I.N.S. BEHAVIOR						TOTAL
		Homicide	Rape	Robbery	Aggravated Assault	Burglary/ Theft	Controlled Substances	All Other Delinquent Offenses	Other Than Status Offenses		Status Offenses Only				
									Inhalants	All Other C.I.N.S. Offenses	School Attendance	Possession of Alcohol	Runaway	All Other Status Offenses	
	White Male														
	White Female														
	Black Male														
	Black Female														
	Spanish Surname Male														
	Spanish Surname Female														
	All Other Male														
	All Other Female														
	Total														

Table 8: Race-Ethnic background, Sex and Age of Referrals

CARD#	10 Years	11 Years	12 Years	13 Years
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
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21				
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84				
85				
86				
87				
88				
89				
90				
91				
92				
93				
94				
95				
96				
97				
98				
99				
100				

[illegible]

Note: The distribution of figures in the total columns of Table 7 and 8 should be identical.

[illegible]

Report for the month of _____ 19____

County of: _____ PAGE 4

Table 9: Referrals detained in a secure detention facility (admitted during reporting month)

CARD#		ALLEGED DELINQUENT BEHAVIOR							ALLEGED C.I.N.S. BEHAVIOR					TOTAL
		Homicide	Rape	Robbery	Aggravated Assault	Burglary/ Theft	Controlled Substances	All Other Delinquent Offenses	Other than Status Offenses		Status Offenses Only			
									Inhalants	All Other C.I.N.S. Offenses	School Attendance	Possession of Alcohol	Runaway	
26	White Male													
27	White Female													
28	Black Male													
29	Black Female													
30	Spanish Surname Male													
31	Spanish Surname Female													
32	All Other Male													
33	All Other Female													
34	Total													

Note: This total will not be total Referrals (Actual hours, minus weekends and holidays)

10

LENGTH OF DETENTION

Table 10: If you reported in Table 9 that Referrals were detained in Secure Detention Facilities please enter the number of referrals detained in the following categories:

Number of Referrals →

REASON FOR DETENTION OF STATUS OFFENDERS LONGER THAN 48 HOURS

Table 11: If you reported in Tables 9 and 10 that referrals were detained in secure detention facilities, please enter the number of status offenders detained longer than 48 hours, excluding weekends and holidays, for each of the listed reasons:

Number of status offender Referrals →

CARD# 35

Length of Detention (Actual hours, minus weekends and holidays)

ALLEGED DELINQUENT BEHAVIOR AND ALLEGED C.I.N.S. BEHAVIOR EXCEPT STATUS OFFENSES						ALLEGED STATUS OFFENSES					Total
Less Than 24 Hours	At Least 24 Hours But Not More Than 48 Hours	At Least 48 Hours But Not More Than 5 Days	At Least 5 Days But Not More Than 10 Days	More Than 10 Days		Less Than 24 Hours	At Least 24 Hours But Not More Than 48 Hours	At Least 48 Hours But Not More Than 5 Days	At Least 5 Days But Not More Than 10 Days	More Than 10 Days	

Note: This total should be the same figure as total Table 9

CARD# 36

REASON FOR DETENTION OF STATUS OFFENDERS LONGER THAN 48 HOURS (Excluding weekends and holidays)

Juvenile could not be identified and would not cooperate. Juvenile was detained for this present observed behavior until identification could be made.	Juvenile was detained at request of parent, guardian, or other juvenile jurisdiction pending transportation home.	Juvenile showed clinical signs of venereal disease.	Juvenile was combative, assaultive, or escapist when placed in non-secure setting and had to be detained until behavior was at an acceptable level of risk.	Other	Total

FOR USE BY TEXAS JUVENILE PROBATION COMMISSION

1	2	3	4	5	6	7	8	11 - 15	16 - 20	21 - 25	26 - 30	31 - 35	36 - 40	41 - 45	46 - 50	51 - 55	56 - 60	61 - 65	66 - 70	71 - 75	76 - 80
---	---	---	---	---	---	---	---	---------	---------	---------	---------	---------	---------	---------	---------	---------	---------	---------	---------	---------	---------

5. FOOTNOTE LAYOUT

SUBMITTED BY _____
DATE SUBMITTED _____
PAGE ____ OF ____ PHONE _____

TEXAS JUVENILE PROBATION COMMISSION
JUVENILE PROBATION ACTIVITY SYSTEM
FOOTNOTE CARD ENTRY FORM
JC0500

[illegible]

SUBMITTED BY -----
DATE SUBMITTED -----
PAGE ___ OF ___ PHONE -----

TEXAS JUVENILE PROBATION COMMISSION
JUVENILE PROBATION ACTIVITY SYSTEM
INITIAL LOAD CARDS
03-24-82

COUNTY NUMBER: 001 C.J.G. NUMBER: 02 PROBATION OFFICER NUMBER: 001
1 3 45 6 8
JUVENILE POP.: ---3852 COUNTY POP.: ---38311 COUNTY NAME: ANDERSON-----
9 15 16 22 23 36

COUNTY NUMBER: 002 C.J.G. NUMBER: 13 PROBATION OFFICER NUMBER: 002
1 3 45 6 8
JUVENILE POP.: ---1761 COUNTY POP.: ---13323 COUNTY NAME: ANDREWS-----
9 15 16 22 23 36

COUNTY NUMBER: 003 C.J.G. NUMBER: 03 PROBATION OFFICER NUMBER: 003
1 3 45 6 8
JUVENILE POP.: ---6263 COUNTY POP.: ---64112 COUNTY NAME: ANSELINA-----
9 15 16 22 23 36

COUNTY NUMBER: 004 C.J.G. NUMBER: 05 PROBATION OFFICER NUMBER: 004
1 3 45 6 8
JUVENILE POP.: ---1299 COUNTY POP.: ---14260 COUNTY NAME: ARANSAS-----
9 15 16 22 23 36

COUNTY NUMBER: 005 C.J.G. NUMBER: 16 PROBATION OFFICER NUMBER: 005
1 3 45 6 8
JUVENILE POP.: ---821 COUNTY POP.: ---1256 COUNTY NAME: ARCHER-----
9 15 16 22 23 36

COUNTY NUMBER: 006 C.J.G. NUMBER: 17 PROBATION OFFICER NUMBER: 006
1 3 45 6 8
JUVENILE POP.: ---232 COUNTY POP.: ---1229 COUNTY NAME: ARMSIRONG-----
9 15 16 22 23 36

6. INITIAL LOAD OF DATA BASE LAYOUT

JCS02 - EDIT/UPDATES - RECORDS ADDED

COUNTY-014	MONTH-12	RECORD WRITTEN WITH GOOD DATA
COUNTY-015	MONTH-11	RECORD WRITTEN WITH GOOD DATA
COUNTY-015	MONTH-12	RECORD WRITTEN WITH GOOD DATA
COUNTY-016	MONTH-11	RECORD WRITTEN WITH GOOD DATA
COUNTY-016	MONTH-12	RECORD WRITTEN WITH GOOD DATA
COUNTY-017	MONTH-12	RECORD WRITTEN WITH GOOD DATA
COUNTY-018	MONTH-12	RECORD WRITTEN WITH GOOD DATA
COUNTY-019	MONTH-11	TABLE 06 HAS ERROR IN ROW 02
COUNTY-019	MONTH-11	TABLE 06 HAS ERROR IN COLM 08

3

COUNTY-019		MONTH-11		TABLE-06					
00008	00008	00003	00018	00009	00003	00000	00049		
00000	00001	00000	00002	00002	00001	00000	00005	SHOULD BE 6	
00000	00000	00001	00000	00002	00001	00000	00003		
00006	00009	00004	00020	00013	00004	00000	00158		

COUNTY-019	MONTH-11	RECORD WRITTEN WITH INACCURATE DATA
COUNTY-019	MONTH-12	RECORD WRITTEN WITH GOOD DATA
COUNTY-020	MONTH-12	RECORD WRITTEN WITH GOOD DATA
COUNTY-021	MONTH-11	RECORD WRITTEN WITH GOOD DATA
COUNTY-021	MONTH-12	TABLE 07 HAS ERROR IN COLM 03
COUNTY-021	MONTH-12	TABLE 07 HAS ERROR IN ROW 09

COUNTY-021		MONTH-12		TABLE-07											
00000	00000	00000	00000	00001	00000	00003	00000	00006	00012	00000	00005	00000	00029		
00000	00000	00000	00000	00001	00000	00001	00000	00006	00003	00000	00004	00000	00009		
00000	00000	00000	00001	00004	00000	00001	00000	00000	00004	00000	00000	00000	00010		
00000	00000	00000	00000	00000	00000	00000	00000	00001	00003	00000	00000	00003	00004		
00000	00001	00000	00000	00000	00000	00000	00000	00004	00003	00000	00000	00003	00009		
00000	00000	00000	00000	00000	00000	00000	00000	00006	00006	00000	00001	00000	00009		
00000	00000	00000	00000	00000	00000	00000	00000	00000	00006	00000	00001	00000	00007		
00000	00000	00000	00000	00000	00000	00000	00000	00000	00006	00006	00000	00000	00000		
00000	00000	00000	00000	00000	00000	00000	00000	00000	00000	00000	00000	00000	00000		
00000	00001	00001	00001	00006	00000	00005	00000	00013	00031	00000	00011	00000	00006		

COUNTY-021	MONTH-12	RECORD WRITTEN WITH INACCURATE DATA
COUNTY-022	MONTH-12	RECORD WRITTEN WITH GOOD DATA

ITEM 1. TOTAL NUMBER OF REFERRALS:	21
ITEM 2. NUMBER OF CHILDREN REFERRED:	21
ITEM 3. UNOFFICIAL DISPOSITIONS:	20

NO PRIOR ADJUDICATIONS	ONE OR MORE PRIOR ADJUDICATIONS	TOTAL
20	1	21

LIVED WITH BOTH PARENTS	LIVED WITH ONE PARENT	LIVED WITH RELATIVE	LIVED WITH ADOPTIVE FAMILY	LIVED WITH FOSTER FAMILY	OTHER	TOTAL
14	4	1			2	21

COUNTY RESIDENT	OUT OF COUNTY	OUT OF STATE	OUT OF U.S.A.	TOTAL
14	1	6		21

	6TH GRADE OR BELOW	7TH GRADE	8TH GRADE	9TH GRADE	10TH GRADE	11TH GRADE	12TH GRADE	TOTAL
IN SCHOOL	6	3	4	4	3			20
DROPPED OUT OF SCHOOL			1					1
SUSPENDED OR EXPELLED FROM SCHOOL								
TOTAL**	6	3	5	4	3			21

*** ALLEGED C.I.N.S. BEHAVIOR ***
* NOT STATUS OFF.*** STATUS OFFENSES ONLY ***

	HOMICIDE	RAPE	ROBBERY	AGGRA- VATED ASSAULT	BURGLARY / THEFT	CON- TROLLED SUBSTANCE	OTHER DEL INQUENT OF FENSES	INHA- LANTS	ALL OTHER CINS	SCHOOL ATTEND- ANCE	POSSESS OF ALCOHOL	RUNAWAY	ALL OTH STATUS OFFENSE	TOTAL
WHITE:														
MALE					2				2	3				
FEMALE					2					1		1		
BLACK:														
MALE									5					
FEMALE														
SPANISH														
SLRNAME:														
MALE					1		1		2		1			

JUVENILE PROBATION
AVAILABILITY REPORT
JAN TO DEC, 1980

DATE: 05/01/81

TIME: 00:49:00

COUNTY-NAME	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
ANDERSON	*	*	*	*	*	*	*	*	*	*	*	*
ANDREWS												
ANGELINA												
ARANSAS												
ARCHER												
ARMSTRONG												
ATASCOSA												
AUSTIN												
BAILEY	*	*	*	*	*	*	*	*	*	*	*	*
BANDERA												
BASTROP												
BAYLOR												
BEE												
BELL												
BELT												
BLANCO												
BODEN												
BOSQUE												
BOWIE												
BRAZORIA												
BRAZOS												
BREWSTER												
BRISCOE												
BROOKS												
BROWN												
BURLESON												
BURNET												
CALDWELL												
CALHOUN												
CALLAHAN												
CAMERON												
CAMP												
CARSON												
CASS												
CASTRO												
CHAMBERS												
CHEROKEE												
CHILDRESS												
CLAY												
COCHRAN	*	*	*	*	*	*	*	*	*	*	*	*
COKE												
COLEMAN												
COLLIN												
COLLINGSWORTH												
COLORADO												
COMAL												
COMANCHE												
CONCHO												
COOKE												
CORYELL												
COTTLE												
CRANE												
CROCKETT												
CROSBY												
CULBERSON												
DALLAM	*											
DALLAS												
DALTON												

DEAF SMITH
DELTA
DENTON
DE WITT
DICKENS
• DIMMIT
DONLEY
DUVAL
EASTLAND
ECTOR
EDWARDS
ELLIS
EL PASO
• ERATH
FALLS
FANNIN
FAYETTE
• FISHER
FLOYD
FOARD
FORT BEND
FRANKLIN
• FREESTONE
FRIO
GAINES
GALVESTON
GARZA
GILLESPIE
GLASSCOCK
GOLIAD
GONZALES
GRAY
GRAYSON
GREGG
GRIMES
GUADALUPE
HALE
HALL
HAMILTON
HANSFORD
HARDENMAN
HARDIN
HARRIS
HARRISON
• HARTLEY
HASKELL
HAYS
HEMPHILL
HENDERSON
HIDALGO
HILL
HOCKLEY
HOOD
HOPKINS
HOUSTON
HOLARD
HUCSPETH
HUNT
HUTCHINSON
IRION
• JACK
JACKSON
JASPER
JEFF DAVIS
JEFFERSON
JIM MORG

JIM WELLS
 JOHNSON
 JONES
 KATNES
 KALFMAN
 KENDALL
 KENEDY
 KENT
 KERR
 KIMBLE
 KING
 KINNEY
 KLEBERG
 KNOX
 LAPAR
 LAPB
 LAMPASAS
 LA SALLE
 LAVACA
 LEE
 • LECN
 LIBERTY
 LIMESTONE
 LIPSCOMB
 LIVE OAK
 LLANO
 LOVING
 LUBBOCK
 LYNN
 • MCCULLOCH
 MCLENNAN
 McMULLEN
 MADISON
 MARION
 MARTIN
 MASON
 MATAGORDA
 MAVERICK
 MEDINA
 • MENARD
 MIDLAND
 MILAM
 MILLS
 MITCHELL
 MONTAGUE
 MONTGOMERY
 MOORE
 MORRIS
 MOTLEY
 MACOGDOCHES
 NAVARRO
 NEWTON
 NOLAN
 NUECES
 OCHILTREE
 OLDHAM
 ORANGE
 PALO PINTO
 PANOLA
 PARKER
 PARKER
 PECOS
 POLK
 POTTER
 PRESIDIO
 RATNS

TOTAL REPORTED	230	234	236	236	238	237	237	235	236	235	232	231
----------------	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
TOTAL REPORTED:	230	234	236	236	238	237	237	235	236	235	232	232
PERCENT OF JUVENILE POPULATION REPORTED:	98.01%	98.18%	98.35%	98.35%	98.43%	98.33%	98.33%	98.08%	98.27%	98.17%	97.71%	97.70%
PERCENT OF JUVENILE REPORTS RECEIVED:	90.55%	92.12%	92.91%	92.91%	93.75%	93.30%	93.30%	92.51%	92.91%	92.51%	91.33%	91.33%
TOTAL REPORTS POSSIBLE	3,045											
TOTAL REPORTS RECEIVED	2,818											
PER CENT REPORTS RECIEVED	92.45%											

NUMBER OF 12 MONTH REPORTS	222
NUMBER OF NON-REPORTERS	16
NUMBER OF PARTIAL REPORTS	16

TEXAS JUVENILE PROBATION COMMISSION
SUMMARY OF JUVENILE PROBATION ACTIVITY BY COUNTY

JANUARY 1981 - DECEMBER 1981

---SYMBOL INDICATES NO REPORT FOR PERIOD

COUNTY	1970 JUVENILE POPULATION	1970 TOTAL POPULATION	NUMBER OF REFERRALS	CHILDREN REFERRED	UNOFFICIAL DISPOSITIONS	CHILDREN DETAINED SECURE DETENTION
ANDERSON	3,852	38,381	---	---	---	---
ANDREWS	1,760	13,323	183	142	160	47
ANGELINA	6,963	64,172	411	288	372	98
ARANSAS	1,294	14,260	---	---	---	---
ARCHER	821	7,266	0	0	0	0
ARMSTRONG	239	1,994	---	---	---	---
ATASCOSA	3,001	25,055	92	82	92	57
AUSTIN	1,744	17,726	89	78	65	17
BAILEY	1,400	8,168	---	---	---	---
BANDERA	659	7,084	0	0	0	0
BASTROP	2,370	24,726	70	59	58	31
BAYLOR	633	4,919	12	12	4	4
BEE	3,388	26,030	201	180	156	36
BELL	14,526	157,889	674	541	581	350
BEXAR	128,169	988,800	4,296	3,834	3,335	1,072
BLANCO	453	4,681	28	26	27	4
BORDEN	145	859	0	0	0	0
BOSQUE	1,147	13,401	46	46	41	6
BOWIE	9,442	75,301	567	432	531	308
BRAZORIA	16,985	169,587	1,304	618	1,003	829
BRAZOS	6,732	93,588	675	372	535	94
BREWSTER	990	7,573	106	91	23	7
BRISCOE	414	2,579	6	6	6	4
BROOKS	1,366	8,428	28	28	24	7
BROWN	3,022	33,057	97	95	63	7
BURLESON	1,428	12,313	59	54	43	8
BURNET	1,440	17,803	144	133	138	23
CALDWELL	3,332	23,637	139	104	83	14
CALHOUN	3,130	19,574	104	84	73	21
CALLAHAN	1,153	10,992	17	15	11	6
CAMERON	24,895	209,680	1,731	979	1,069	1,094
CAMP	1,153	9,275	77	53	76	0
CARSON	1,011	6,672	33	31	19	10
CASS	3,476	29,430	149	121	141	38
CASTRO	1,854	10,556	125	87	119	29
CHAMBERS	1,926	18,538	21	21	7	7
CHEROKEE	3,966	38,127	112	91	78	24
CHILDRESS	795	6,950	37	24	18	10
CLAY	1,113	9,582	0	0	0	0
COCHRAN	956	4,825	---	---	---	---
COKE	469	3,196	0	0	0	0
COLEMAN	1,275	10,439	---	---	---	---
COLLIN	9,025	144,490	823	681	657	295
COLLINGSWORTH	609	4,648	28	20	12	11
COLORADO	2,735	18,823	30	20	12	12
COMAL	3,512	36,446	230	194	108	17
COMANCHE	1,371	12,617	41	41	41	1
CONCHO	331	2,915	0	0	0	0
COOKE	3,652	27,656	112	76	79	37
CORYELL	4,844	56,767	141	118	96	14
COTTLE	448	2,947	1	1	0	0
CRANE	647	4,600	16	16	16	5

CHUCKLETT	608	4,608	64	30	10	12
CROSBY	1,450	8,859	8	8	5	3
CULBERSON	582	3,315	---	---	---	---
DALLAM	657	6,531	59	10	58	6
DALLAS	186,126	1,556,549	5,598	4,397	4,060	3,118
DANSON	2,507	16,184	141	81	134	38
DEAF SMITH	3,208	21,165	211	179	172	102
DELTA	502	4,639	---	---	---	---
DENTON	8,952	143,126	269	263	274	147
DE WITT	2,604	18,903	89	89	77	9
DICKENS	505	3,539	18	18	18	2
DIMMIT	1,639	11,367	1	0	1	0
DONLEY	432	4,075	26	21	7	9
DUVAL	2,015	12,517	41	24	36	8
EASTLAND	1,941	19,480	---	---	---	---
ECTOR	14,789	115,374	842	644	752	285
EDWARDS	319	2,033	1	1	0	1
ELLIS	6,556	59,743	---	---	---	---
EL PASO	59,625	479,899	3,479	2,870	3,411	1,605
ERATH	1,789	22,560	---	---	---	---
FALLS	2,375	17,946	123	58	115	4
FANNIN	2,743	24,285	83	65	70	20
FAYETTE	2,154	18,832	---	---	---	---
FISHER	670	5,891	278	159	244	4
FLYD	1,753	9,834	100	93	99	9
FOARD	270	2,158	---	---	---	---
FORT BEND	8,427	130,846	813	555	712	130
FRANKLIN	692	6,893	37	26	32	11
FREESTONE	1,481	14,830	149	142	116	54
FRIO	1,829	13,785	74	72	53	4
GAINES	1,964	13,150	18	18	14	4
GALVESTON	25,628	195,940	1,671	1,607	620	410
GARZA	831	5,336	42	1	39	3
GILLESPIE	1,397	13,532	5	5	5	3
GLASSCOCK	200	1,304	---	---	---	---
GOLIAD	749	5,193	17	17	15	0
GONZALES	2,392	16,883	80	78	56	22
GRAY	3,948	26,386	77	64	77	14
GRAYSON	11,165	89,796	281	181	231	64
GREGG	10,520	99,487	641	596	543	308
GRIMES	1,812	13,580	0	0	0	0
GUADALUPE	4,854	46,708	287	204	218	57
HALE	5,470	37,592	212	182	211	69
HALL	816	5,594	15	13	8	4
HAMILTON	777	8,297	29	29	25	7
HANSFORD	976	6,209	22	22	21	2
HARDEMAN	862	6,368	---	---	---	---
HARDIN	4,733	40,721	169	133	84	1
HARRIS	254,929	2,409,544	10,666	6,865	4,561	4,233
HARRISON	6,631	52,265	221	174	80	221
HARTLEY	411	3,987	2	0	0	0
HASKELL	1,120	7,725	---	---	---	---
HAYS	3,286	40,594	151	150	118	47
HEMPHILL	455	5,304	17	17	17	3
HENDERSON	3,636	42,606	292	83	26	18
HIDALGO	32,478	283,229	1,466	1,407	83	641
HILL	2,736	25,024	251	176	233	28
HOCKLEY	3,139	23,230	220	206	212	14
HOOD	855	17,714	---	---	---	---
HOPKINS	2,557	25,247	195	178	181	21
HOUSTON	2,519	22,299	64	75	82	26
HOWARD	5,262	33,142	261	248	259	3
HUDSPETH	430	2,728	---	---	---	---
HUNT	5,842	55,248	335	249	273	106
HUTCHINSON	3,752	26,304	97	73	80	24
IRION	144	1,386	0	0	0	0

JACK	829	7,408	---	---	---	---
JACKSON	2,135	13,352	30	30	3	1
JASPER	3,822	30,781	206	168	200	18
JEFF DAVIS	233	1,647	14	14	0	0
JEFFERSON	37,385	250,938	1,272	882	600	297
JIM HOGG	721	5,168	9	2	9	0
JIM WELLS	5,618	36,498	281	262	186	99
JOHNSON	6,363	67,649	518	286	404	129
JONES	2,043	17,268	121	84	109	23

SUBMITTED BY _____
DATE SUBMITTED _____
PAGE ____ OF ____ PHONE _____

TEXAS JUVENILE PROBATION COMMISSION
JUVENILE PROBATION ACTIVITY SYSTEM
USER REQUEST FORM
JC0500

—PLEASE CHECK THE APPROPRIATE BOXES—

☐ UPDATE (JC0502)

Data Base Year (YY): 1 2

Forms required: —Official Juvenile Probation Monthly Report (Ref. U.M. pages 7-10)
—Footnote Card Entry Form (if applicable) (Ref. U.M. page 11)

☐ JUVENILE PROBATION REPORT (JC0503) (Ref. U.M. pages 14-15)

Choose only one below

☐ County Report I - Alpha County Listing (1 month only)

Note - select counties below.

1 Report Month (MM): 8 9 Data Base Year (YY): 10 11

☐ County Report II - Alpha County Listing (selected months)

Note - Select counties below. If only 1 month is desired, leave columns 6 and 7 blank and fill in the desired month in columns 8 and 9.

2 Report Begin Month (MM): 6 7 Report End Month (MM): 8 9

Data Base Year (YY): 10 11

☐ State Total Page Only

Note - If only 1 month is desired, leave columns 6 and 7 blank and fill in the desired month in columns 8 and 9.

3 Report Begin Month (MM): 6 7 Report End Month (MM): 8 9

Data Base Year (YY): 10 11

☐ C.O.G. Report

Note - If only 1 month is desired, leave columns 6 and 7 blank and fill in the desired month in columns 8 and 9.

4 Report Begin Month (MM): 6 7 Report End Month (MM): 8 9

Data Base Year (YY): 10 11

☐ Probation Officer Report

Note - If only 1 month is desired, leave columns 6 and 7 blank and fill in the desired month in columns 8 and 9.

5 Report Begin Month (MM): 6 7 Report End Month (MM): 8 9

Data Base Year (YY): 10 11

County Selection (Only for County Reports I & II)

☐ All Counties:

All
1 3

☐ Selected County Numbers:

<u>1</u> <u>3</u>	<u>4</u> <u>6</u>	<u>7</u> <u>9</u>	<u>10</u> <u>12</u>	<u>13</u> <u>15</u>
<u>16</u> <u>18</u>	<u>19</u> <u>21</u>	<u>22</u> <u>24</u>	<u>25</u> <u>27</u>	<u>28</u> <u>30</u>
<u>31</u> <u>33</u>	<u>34</u> <u>36</u>	<u>37</u> <u>39</u>	<u>40</u> <u>42</u>	<u>43</u> <u>45</u>
<u>46</u> <u>48</u>	<u>49</u> <u>51</u>	<u>52</u> <u>54</u>	<u>55</u> <u>57</u>	<u>58</u> <u>60</u>
<u>61</u> <u>63</u>	<u>64</u> <u>66</u>	<u>67</u> <u>69</u>	<u>70</u> <u>72</u>	<u>73</u> <u>75</u>

Copies: _____ Forms (Stock or plain): _____

Backup report for further printing - how long: _____

☐ AVAILABILITY REPORT (JC0506) (Ref. U.M. pages 16-20)

Note - This report is generated automatically for all 12 months after each update but can be requested separately.

Report End Month (MM): 1 2 Data Base Year (YY): 3 4

☐ JUVENILE POPULATION REPORT (JC0505) (Ref. U.M. pages 21-23)

Option 1 - Alpha Listing by county name

Option 2 - Listing by juvenile population within county

Report Option: 1 Report Begin Month (MM): 3 4

Report End Month (MM): 6 7 Data Base Year (YY): 8 9

Copies: _____ Forms (stock or plain): _____

Backup report for further printing - how long: _____

☐ INITIALIZE NEW DATA BASE - ANNUALLY (JC0501)

Forms Required: —Juvenile Probation Activity System Initial Load Cards (Ref. U.M. page 12)

☐ ZERO OUT MASTER RECORD (JC0504)

Must be done before any update that might affect the record

County	Month	Year
<u>1</u> <u>3</u>	<u>4</u> <u>5</u>	<u>7</u> <u>8</u>
<u>1</u> <u>3</u>	<u>4</u> <u>5</u>	<u>7</u> <u>8</u>
<u>1</u> <u>3</u>	<u>4</u> <u>5</u>	<u>7</u> <u>8</u>
<u>1</u> <u>3</u>	<u>4</u> <u>5</u>	<u>7</u> <u>8</u>
<u>1</u> <u>3</u>	<u>4</u> <u>5</u>	<u>7</u> <u>8</u>

12. EDIT/UPDATE PROGRAM - ERROR MESSAGES - JC0502

Message	Response
TRANSACTION CODE IN ERROR- CARD NOT LOADED	Create update card with corrected information to be submitted with next run.
COUNTY CODE IN ERROR- CARD NOT LOADED	Same as above.
CARD NUMBER IN ERROR- CARD NOT LOADED	Same as above.
REPORT MONTH IN ERROR- CARD NOT LOADED	Same as above.
DUPLICATE CARD FOUND	Same as above.
GOOD-REC-FLAG =1, RECORD ALREADY ON FILE	Determine if record month or county number is in error - correct and resubmit next run. If the record month and county number are not in error, the transaction code should be changed to a 2 for a Record Change.
CARD NUMBER -XX HAS NON-NUMERIC DATA	Correct card data and re-submit next run with transaction code =2.
ATTEMPT TO READ JUVPRO-FILE WITH INVALID KEY - CHECK COUNTY NUMBER, REPORT MONTH	If this error ever occurs the symbolic key will be printed out - If county number and month are in error, maintenance needs to be done to input procedure of Sort.
RECORD WRITTEN WITH GOOD DATA	No response needed.
RECORD WRITTEN WITH INACCURATE DATA	Error message(s) preceeding this message will point out which part(s) of record is in error. Submit necessary change cards next run.
DUE TO ABOVE ERROR(S) - UPDATES NOT APPLIED TO MASTERFILE	Same as above.
TABLE -XX HAS ERROR IN ROW XX TABLE -XX HAS ERROR IN	These messages are followed by a printout of the table in error. The table should be examined and necessary change card(s)

COLM XX

should be submitted next run.

TABLE -XX TOTAL =XX
NOT EQUAL ITEM-1 =XX

Same as previous message.

TABLE -11 TOTAL =XX
NOT EQUAL TABLE-10 TOTAL=XX

This message followed by copy of TABLE-11.
Change card(s) should be made for TABLE 10
or TABLE 11 or both and submitted next run.

13. JUVENILE PROBATION REPORT - ERROR MESSAGES - JC0503

Message	Cause/Correction
'INVALID DATA RECORD FOR COUNTY XXX MONTH XX'	The good-record flag (position 9 in JUVPRO record) indicates that the data in this record are unreliable, may have been incorrectly created, or is statistically incorrect. Update program must correct this data record before it can be used by Report 1 program.
'MISSING DATA RECORD FOR COUNTY XXX MONTH XX'	An invalid key condition occurred when JUVPRO was read. Specifically, no match was found on the file for the values contained in the symbolic key. The county and month values which were used as the symbolic key are displayed here. Check to see if all fields on county parameter cards are numeric.
'SUMMARIZED DATA FOR XXXXXXXXXXXX COUNTY INCOMPLETE - EXCLUDED FROM TOTALS'	Data for this county (XXXXXXXXXX) are either invalid or missing and therefore are not included in any totals produced by this report. This means that totals printed for any COG or Probation Officer number in which this county is normally included, as well as state-wide totals, do not include any amounts for this county.
'**ERROR ON PARAMETER CARD 1 -NO BEGINNING MONTH GIVEN -RUN TERMINATED	Occurs when County Report II is requested and only one month is present on first parameter card. The remaining option-fields were checked and processed before execution ended. County Report II requires a beginning and ending month both present on first parameter card.
'NO PARAMETER CARD SUBMITTED -RUN TERMINATED'	No parameter cards were submitted with the run. No reports produced. Check INPUT DESCRIPTION section for PARAMETER CARDS to select desired report(s) and resubmit run.

14. POPULATION REPORT - ERROR MESSAGES - JC0505

JC0505 produces a total of 7 error messages. The first 6 error messages are directly related to the editing of the REPORT-PARAMETER-CARD and are, therefore, intended to benefit Production Control:

1. ERROR JC0505.REPORT-OPTION-FLAG MUST BE EITHER A 1 OR A 2.JOB TERMINATED.
2. ERROR JC0505.THE STARTING MONTH IS NOT NUMERIC.JOB TERMINATED.
3. ERROR JC0505.THE STARTING MONTH DOES NOT LIE WITHIN RANGE OF 1 TO 12. JOB TERMINATED.
4. ERROR JC0505.THE ENDING MONTH IS NOT NUMERIC.JOB TERMINATED.
5. ERROR JC0505.THE ENDING MONTH DOES NOT LIE WITHIN RANGE OF 1 TO 12. JOB TERMINATED.
6. ERROR JC0505.START MONTH IS LARGER THAN END-MONTH.JOB TERMINATED.

Any of the above errors is likely caused by a keypunch error on the REPORT-PARAMETER-CARD or a coding error on the user request form. The job can be restarted if the error has been located and corrected. If no errors can be found on the parameter card or user request form, the analyst will have to be consulted.

The final, or 7th, error must be called to the attention of the analyst and will probably involve file or program maintenance in order to correct it:

7. THE FOLLOWING JUVPRO MASTER KEY IS INVALID, XXXYYZ

where XXX is the county-code portion of the symbolic - key

YY is the month-code (01-12) portion of the symbolic key

Z is a filler portion of the symbolic key and should always be zero

The above error occurs whenever an attempt is made to randomly read the

JUVPRO-MASTER file using an invalid key.

15. AVAILABILITY REPORT - ERROR MESSAGES - JC0506

JC0506 produces a total of 5 error messages. The first 4 error messages are directly related to the editing of the REPORT-PARAMETER-CARD and are, therefore, intended to benefit Production Control:

1. ENDING MONTH ON PARAMETER CARD IS NOT NUMERIC. JC0506 IS TERMINATED.
2. ENDING MONTH ON PARAMETER CARD IS NOT WITHIN RANGE OF 1 TO 12. JC0506 IS TERMINATED.
3. TOTAL STATE JUVENILE POPULATION ON PARAMETER CARD IS NOT NUMERIC. JC0506 IS TERMINATED.
4. TOTAL STATE JUVENILE POPULATION ON PARAMETER CARD MUST BE > THAN ZERO. JC0506 IS TERMINATED.

Any of the above errors is likely caused by a keypunch error on the REPORT-PARAMETER CARD or a coding error on the user request form. The job can be restarted if the error has been located and corrected. If no error can be found on the parameter card or user request form, the analyst will have to be consulted.

The final, or 5th error must be called to the attention of the analyst and will probably involve file or program maintenance in order to correct it:

5. THE FOLLOWING JUVPRO MASTER KEY IS INVALID, XXXYYZ

where XXX is the county-code portion of the symbolic key

YY is the month-code (01-12) portion of the symbolic key

Z is a filler portion of the symbolic key and should always be zero.

The above error occurs whenever an attempt is made to randomly read the

JUVPRO-MASTER file using an invalid key.

USER COMMENTS

THE ISS STAFF AT THE TEXAS DEPARTMENT OF WATER RESOURCES IS VERY ANXIOUS TO CONTINUALLY IMPROVE THE QUALITY OF PUBLICATIONS THAT ORIGINATE IN THE INFORMATION SYSTEMS AND SERVICES OFFICE. FEELING THAT THE USER OF THESE PUBLICATIONS IS REALLY THE ONLY CRITIC THAT CAN OBJECTIVELY ACCESS THEIR VALUE, THE ISS STAFF WOULD LIKE TO HEAR FROM YOU AFTER YOU HAVE HAD A CHANCE TO REVIEW OR USE THIS PARTICULAR PUBLICATION. IF YOU WISH TO MAKE ANY COMMENTS REGARDING THIS MANUAL PLEASE COMPLETE THE QUESTIONNAIRE BELOW AND RETURN TO THE FOLLOWING ADDRESS:

TEXAS DEPARTMENT OF WATER RESOURCES
INFORMATION SYSTEMS AND SERVICES OFFICE
P. O. BOX 13087, CAPITOL STATION
AUSTIN, TEXAS 78711.

THE ISS STAFF WILL APPRECIATE
ANY COMMENTS.

SYSTEM NUMBER

JC0500

PUBLICATION NUMBER

UM-41

1. In your opinion does this manual serve the purpose for which it was intended? Comment.

2. Did you notice any errors which you would like to correct? (Use additional pages if necessary)

3. a. In your opinion what are the strong points of this manual?

b. The weak points?

4. Do you have any suggestions as to how the quality of this manual could be improved?

END