

## Indiana Implementation Plan

### DCRA Data Collection Infrastructure

***Does your state have a death-in-custody reporting law, requiring state and local agencies to report the related data to a state entity?***

The State of Indiana does not require state or local agencies to report death-in-custody to a state entity. However, our SAA is proposing the requirement to legislatures to create a bill in the upcoming session starting in January of 2024. If a bill passed, it would go into effect July 1, 2024. Currently, our SAA is reviewing all state and local agencies that receive Byrne JAG awards and making it a condition that agencies report in-custody deaths as a requirement to receive JAG funding.

***How many non-federal law enforcement agencies, municipal or county jails or lockup facilities, state or contract prisons, or state-run/contract boot camp facilities are in your state?***

As of 2020 (the most recent report from Indiana Law Enforcement Academy), there are a total of 858 law enforcement agencies with 17,340 full-time, part-time, and reserve officers in Indiana.

***Are there any agencies that are not actively participating in your state's DCRA data collection?***

At this time, it is difficult to determine which agencies are not actively participating in DCRA data collection. Since the roll out of this Implementation Plan, our SAA is obtaining a list of agencies who did not report a death-in-custody which is discovered through media outlets and/or did not report at all, which includes reporting "no" if there were no deaths during the respective quarterly report time. Our agency, also, sends out emails every quarter to state and local agencies to remind them to report in-custody deaths. We have updated our email reminder to include agencies to report "no" if their agency did not have a reportable death. Moving forward, this will help us actively track who is not participating in Indiana's DCRA data collection.

***If agencies are not actively participating in your state's DCRA data collection, establish lines of communication and encourage non-reporting entities to start reporting.***

Our legal team within our SAA has recently drafted a "notice" that is sent to agencies if a reportable death is discovered, and the agency did not report the death. The "notice" is sent at the end of each quarter. Quarter 3 of FY23 was the first quarter the "notice" was sent to agencies.

***Do you provide training or technical assistance (TTA) to assist state and local agencies with reporting DCRA data?***

Yes, we provide technical assistance to agencies. If agencies have questions, they can email the following email address: [dcra@cji.in.gov](mailto:dcra@cji.in.gov), which is dedicated to DCRA related assistance.

***Do you need TTA from BJA as it relates to complying with the requirements of DCRA?***

Currently, our agency does not need TTA as it relates to complying with the requirements of DCRA.

## **Data Collection Methods**

### ***Who within your agency is responsible for DCRA data collection from state/local agencies?***

The Indiana Criminal Justice Institute is the home to the SAA, within our agency we have designated divisions to complete specific tasks. The Research Division, which is the SAC for Indiana, is responsible for collecting DCRA data from state and local agencies.

### ***Examine your methods for collecting reportable death data from each type of reporting entity (e.g., local law enforcement, local jails/lockup, and state correctional institutions).***

At the end of each quarter an email is sent to list of law enforcement agencies reminding them to report death-in-custody. Those agencies are directed to report in-custody deaths to the following form: <https://www.in.gov/cji/death-in-custody-reporting-act/>. The form asks for information that is required by BJA for DCRA reporting.

The following is a summary of our agencies "Process Guide" when it comes to trying to capture all in-custody deaths in the State of Indiana. Data for this report is collected in multiple ways from multiple sources. ICJI hosts a reporting tool/portal for jails, prisons, and police departments to directly report their in-custody deaths. Law enforcement does not consistently utilize the reporting portal, so the majority of law enforcement deaths are gathered through the media. To gather these deaths, we use a variety of methods. The first method is to comb through the results of our Google Media Alerts. We have collaborated with other required reporting agencies to develop an optimal list of keywords that pull in the overwhelming majority, if not all, of in-custody deaths across the state as reported in the media. We access the Google Media Alerts through an agency google email address. We also check for deaths in the Gun Violence Archive and the Washington Post's Police Shooting Database. If we need to find additional demographic information, we use one of Indiana's Case Management Systems (INCite) which houses information about convicted offenders.

### ***What challenges does your state face in collecting and reporting DCRA data? What can be done to overcome those challenges?***

One challenge we face in collecting DCRA data is our outreach to local and state agencies. The bulk reminder emails that are sent each quarter are limited in their accuracy and availability. We are unsure if we are sending emails to undeliverable addresses, or the emails are going to the appropriate personnel to complete the DCRA reporting process. Another obstacle we face is collecting death-in-custody from law enforcement, or police-related incidents that result in death. We collect most police-related incidents by google keyword searches which leads us to media reports and articles of police-related incidents. Which can sometimes lead to missed in-custody deaths.

As previously mentioned, our agency has drafted a "notice" that will be sent to law enforcement agencies that have a reportable death but did not report the death. The letter will include the link to our reporting form. We also run into the problem when an agency does report, but the "investigation is pending" it is a challenge to receive an answer about how the investigation ended.

Lastly, ethnicity is not always reported by agencies or listed in media searches, therefore, when it comes to complete and accurate reporting the ethnicity category is sometimes "unknown". However, when the report is turned in to BJA the entry comes back as needing a classification.

Regardless of the challenges, our agency will continue using our current process, as well as continuous improvements to ensure there are no deaths that knowingly are missed.

***What data collection tools does your state use for DCRA data (e.g., spreadsheets, administrative records, data systems, etc.)?***

Our agency uses various collection tools. Along with the databases mentioned above, we use Excel and our in-house reporting portal. Fortunately, our IT department was able to put together a fillable form that is secure, confidential, and posted to our website. Each quarter local and state agencies are referred to our website to report a death or report "no" if they did not have a death for that quarter. The fillable form is accessible to the Research Division through our Access.gov portal. The form can be downloaded to an excel document that is reviewed for the equity of the data before it is uploaded to the BJA PMT.

### **Data Reporting Methods**

***How is DCRA data reported to BJA (e.g., manual data entry in the Performance Measurement Tool [PMT] or the data import feature in the PMT)?***

The data is originally imported to the PMT. However, updates or edits of an entry are manually entered.

***Does your agency have a process for reviewing and cleaning records prior to submission to BJA?***

Yes, each entry is reviewed for the completeness of the data. The Research Division is responsible for reviewing the data, therefore the equity of the data is reviewed the same for each entry and each quarter. If the Research Division happens to come across an entry that seems odd, we will reach out the agency to get accurate data.

***Does your agency have a process for tracking and updating the status of records that are open or pending investigation?***

The Research Division has various methods to track and update the status of records that are open. The way we check the number of pending investigations is through our [dashboard](#). As previously mentioned, the "notice" that is sent to law enforcement agencies is how we plan to gather additional information, such as pending investigations. Once a response is received the Research Division will go back into the BJA PMT and manually update the information, as well as updating our dashboard. The Research Division, also, has a contact at Indiana Department of Correction that sends regular updates on decedents that fell under the "pending investigation" category.