

Tribal Justice Listening Webinars
Generic Clearance Package Attachments

ATTACHMENTS		PAGE
Attachment A	CTLEA-One page summary	2
Attachment B	CTCS-One page summary	3
Attachment C	Webinar Invitation Letter Tribal Leader	4
Attachment D	BJS Directors Letter Final 20231030	5
Attachment E	Webinar Invitation Tribal Law Enforcement	6
Attachment F	Webinar Invitation Tribal Courts	7
Attachment G	Webinar prompts and polling scripts	8
Attachment H	Human Subjects Determination and Certification	14



2024 Census of Tribal Law Enforcement Agencies

October 2023

The 2024 Census of Tribal Law Enforcement Agencies (2024 CTLEA), conducted by the Bureau of Justice Statistics (BJS), the principal statistical agency for the U.S. Department of Justice, will collect information from all tribal law enforcement agencies serving federally recognized tribes. This collection will provide tribal, federal, state, and local governments with current crime and justice data to inform policymaking and support safer communities.

BJS is working with National Opinion Research Center at the University of Chicago (NORC), the International Association of Chiefs of Police (IACP), and IACP's Indian Country Law Enforcement Section (ICLES) on the 2024 CTLEA.

Working with tribal communities to develop the CTLEA survey questions

NORC, IACP, and ICLES will host a series of webinars to learn from tribal leaders and the tribal justice community to seek valuable input on data gaps and needs. A panel of tribal justice experts will also inform development of the CTLEA survey and data collection protocols.

The goal of the CTLEA is to provide information to tribal justice agencies, state and local agencies, policymakers, and the public about the activities of tribal law enforcement agencies.

What data will the CTLEA collect?

The 2024 CTLEA will collect information from tribal law enforcement agencies on:

- administrative structure and jurisdiction
- staffing and budgets
- number and types of arrest/calls for service.

The survey will also ask questions recommended by tribal leaders and tribal justice experts, including a tribal justice panel.

Why is the CTLEA important?

This is the second CTLEA data collection effort to be carried out by BJS. The results of the CTLEA survey will provide valuable information to tribal leaders and law enforcement agencies by:

- filling in data needs identified by tribal leaders and tribal justice experts
- providing updated data to measure changes in tribal law enforcement agencies and their functions
- identifying the resources and training needs of tribal law enforcement agencies.

When will data collection begin?

BJS anticipates that tribal law enforcement agencies data collection will begin in Spring 2025, and participants will be asked questions about calendar year 2024.

Where can I find the results from previous tribal law enforcement collections?

This collection is a follow-up to the 2019 Census of Tribal Law Enforcement Agencies. *Tribal Law Enforcement in the United States, 2018*, was released in July 2023. The report is available on the BJS website at: <https://bjs.ojp.gov/topics/tribal-crime-and-justice/tribal-law-enforcement>.

How can you contact us?

If you have questions regarding CTLEA data collection, please contact NORC at CTLEA@norc.org or BJS at askbjs@ojp.usdoj.gov.



2024 Census of Tribal Court Systems

October 2023

The 2024 Census of Tribal Court Systems (2024 CTCS), conducted by the Bureau of Justice Statistics (BJS), the principal statistical agency for the U.S. Department of Justice, will collect information from all tribal court systems serving federally recognized tribes. This collection will provide tribal, federal, state, and local governments with current crime and justice data to inform policymaking and support safer communities.

BJS is working with National Opinion Research Center at the University of Chicago (NORC), the National American Indian Court Judges Association (NAICJA), and the Tribal Law and Policy Institute (TLPI) on the 2024 CTCS.

Working with tribal communities to develop the CTCS

NORC, NAICJA, and TLPI will host a series of webinars to hear from tribal leaders and the tribal justice community to seek valuable input on data gaps and needs. A panel of tribal justice experts, the tribal justice panel, will also inform development of the CTCS and data collection protocols.

The goal of the CTCS is to provide information to tribal justice agencies, state and local agencies, policymakers, and the public about the different types of tribal court systems in operation and the services they provide.

What data will the CTCS collect?

The 2024 CTCS will collect information about tribal court systems on:

- administrative structure and jurisdiction
- staffing and budgets
- types of cases filed and closed
- programs and services.

The CTCS will help in understanding the different types of courts serving tribal communities. The survey will also ask questions recommended by tribal leaders and tribal justice experts, including a tribal justice panel.

Why is the CTCS important?

This CTCS data collection effort will allow tribes to share information on their tribal court systems, examine the impact of recent changes in legislation and measure emerging criminal justice issues. The results of the CTCS survey will provide valuable information by:

- filling in data needs identified by tribal leaders and tribal justice experts
- providing updated data to measure changes in tribal court systems and their program functions
- identifying the resources and training needs of tribal court systems.

When will data collection begin?

BJS anticipates that data collection for the tribal court systems will begin in Spring 2025, and participants will be asked questions pertaining to calendar year 2024.

Where can I find the results from previous tribal courts collections?

This collection is a follow-up to the 2014 National Survey of Tribal Court Systems. *Tribal Court Systems in the United States, 2014*, was released in July 2021. The report from the 2014 CTCS is available on the BJS website at: <https://bjs.ojp.gov/library/publications/tribal-court-s-united-states-2014-statistical-tables>.

How can you contact us?

If you have questions regarding CTCS data collection, please contact NORC at CTCS@norc.org or BJS at askbjs@ojp.usdoj.gov.



U.S. Department of Justice

Office of Justice Programs

Bureau of Justice Statistics

Washington, DC 20531

XX/XX/2023

«Name»

«Title»

«AgencyPosition»

«Address» «Address_2»

«City», «State» «Zip»

Dear «Name»:

By now you should have received a letter from the Bureau of Justice Statistics' (BJS) Acting Director, Dr. Kevin Scott, informing you of the upcoming data collection efforts and associated activities around tribal law enforcement agencies and court systems. BJS invites you to a webinar for tribal leaders to discuss the 2024 Census of Tribal Law Enforcement Agencies (CTLEA) and the 2024 Census of Tribal Court Systems (CTCS), on **DATE**.

The 2024 CTLEA survey will collect information from tribal law enforcement agencies, Bureau of Indian Affairs (BIA) law enforcement agencies, and Village Public Safety Officers. The 2024 CTCS survey will collect information from tribally operated court systems, BIA Code of Federal Regulation Courts, and Alaska Village Courts. Your perspective on the unique nature of the work and attributes of tribal justice agencies is crucial to developing questionnaires useful to tribes.

This webinar is co-hosted by NORC at the University of Chicago, the Tribal Law and Policy Institute, the National American Indian Court Judges Association, and the International Association of Chief of Police and their Indian Country Law Enforcement Section.

Please register for the 90-minute webinar on DATE at SHORT URL.

It is our hope you or your designee will be able to participate in the webinar. Your expertise is central to this process. If you are unable to attend the webinar, you may review the prior collection information (see <https://bjs.ojp.gov/topics/tribal-crime-and-justice>) and email NORC at [email] to provide your input. We look forward to your participation and hearing from you at the webinar.

Sincerely,

Steven W. Perry
Statistician, CTLEA & CTCS Program Manager



U.S. Department of Justice

Office of Justice Programs

Bureau of Justice Statistics

Washington, DC 20531

DATE

[LEADER NAME]

[TRIBE NAME]

[ADDRESS]

[CITY, STATE, ZIP]

Dear [TRIBAL LEADER],

I am writing to announce that the Bureau of Justice Statistics (BJS) is developing the next Census of Tribal Court Systems (CTCS) and Census of Tribal Law Enforcement Agencies (CTLEA). These collections have been developed in response to The Tribal Law and Order Act (TLOA), which mandates that BJS establish and implement a tribal data collection system and report the data and findings to Congress annually in accordance with the act (P.L. 111-211, 124 Stat. 2258, § 251(b)).

The 2024 CTCS will collect administrative and operational information from tribal court systems, BIA Code of Federal Regulation Courts, and Alaska Village Courts. The 2024 CTLEA will collect administrative and operational information from tribal operated law enforcement agencies, Bureau of Indian Affairs (BIA) police departments, and the Alaska Village Public Safety Officers program. For more information on past collections and the current program efforts, see the enclosed statistical and project summaries or visit <https://bjs.ojp.gov/topics/tribal-crime-and-justice>.

We are planning the following activities in the coming months that we will seek your input and participation on:

1. A series of webinars will be hosted in January and February 2024 to hear directly from tribes and tribal justice practitioners about how the surveys can best address missing data gaps for those working in tribal justice systems.
2. BJS will contact all tribes for a full list of tribal law enforcement agencies and courts and verifying their contact information during the Summer of 2024.

If you have any questions about this project, please contact Steven W. Perry, Tribal Justice Statistics Program Manager, at 202-307-0777 or Steven.W.Perry@usdoj.gov.

Thank you in advance for your cooperation on this important data collection effort.

Sincerely,

Kevin M. Scott, Ph.D.
Principal Deputy Director
Bureau of Justice Statistics



U.S. Department of Justice

Office of Justice Programs

Bureau of Justice Statistics

Washington, DC 20531

XX/XX/2023

«Name»

«Title»

«AgencyPosition»

«Address» «Address_2»

«City», «State» «Zip»

Dear «Name»:

BJS invites you to a webinar for tribal law enforcement agencies to discuss the 2024 Census of Tribal Law Enforcement Agencies (2024 CTLEA) on DATE. The 2024 CTLEA survey will collect information from tribal law enforcement agencies, Bureau of Indian Affairs (BIA) law enforcement agencies, and Village Public Safety Officers. The survey questions will be designed to capture the day-to-day functions, staffing and structure of tribal law enforcement agencies. We have included a flyer that provides additional information about the CTLEA data collection program.

Your perspective on the unique nature of the work and attributes of tribal law enforcement agencies is crucial to developing questionnaires that are timely, relevant, and useful to tribes. The CTLEA instrument will be most effective and impactful if they are informed by key stakeholders, like you.

This webinar is co-hosted by NORC at the University of Chicago, the Tribal Law and Policy Institute and the International Association of Chief of Police and their Indian Country Law Enforcement Section.

Please register for the 90-minute webinar on DATE at SHORT URL.

It is our hope you or your designee will be able to participate in this webinar. Your expertise is central to this process. If you are unable to attend the webinar, please email NORC at CTLEA@norc.org to provide your input. We look forward to your participation and hearing from you at the CTLEA webinar.

Sincerely,

Steven W. Perry
Statistician, CTLEA & CTCS Program Manager



U.S. Department of Justice

Office of Justice Programs

Bureau of Justice Statistics

Washington, DC 20531

XX/XX/2023

«Name»

«Title»

«AgencyPosition»

«Address» «Address_2»

«City», «State» «Zip»

Dear «Name»:

BJS invites you to a webinar for tribal court systems to discuss the 2024 Census of Tribal Court Systems (2024 CTCS) on DATE. The 2024 CTCS survey will collect information from tribal law enforcement agencies, Bureau of Indian Affairs (BIA) law enforcement agencies, and Village Public Safety Officers. The survey questions will be designed to capture the day-to-day functions, staffing and structure of tribal court systems. We have included a flyer that provides additional information about the 2024 CTCS data collection program.

Your perspective on the unique nature of the work and attributes of tribal courts is crucial to developing questionnaires that are timely, relevant, and useful to tribes. The 2024 CTCS instrument will be most effective and impactful if they are informed by key stakeholders, like you.

This webinar is co-hosted by NORC at the University of Chicago, the Tribal Law and Policy Institute and the National American Indian Court Judges Association.

Please register for the 90-minute webinar on DATE at SHORT URL.

It is our hope you or your designee will be able to participate in this webinar. Your expertise is central to this process. If you are unable to attend the webinar, please email NORC at CTCS@norc.org to provide your input. We look forward to your participation and hearing from you at the CTCS webinar.

Sincerely,

Steven W. Perry
Statistician, CTLEA & CTCS Program Manager

CTLEA/CTCS WEBINAR TOPICS AND POLLING SCRIPTS

Tribal Leader Webinar February XX 2024, TBD

Objective: Provide information about the combined CTLEA/CTCS data collections. Create a space for tribal leadership to highlight challenges and opportunities they are experiencing in these two areas and discuss how the CTLEA/CTCS data collections can benefit tribes and their justice systems.

Notes in italics indicate instructions for the webinar facilitators. Items highlighted in red refer to actions that will need to be done in Mural.

- I. **Introductions (5 minutes)**
- II. **High-level executive summary of data collections, past and present (15 minutes)** – *This section will use a PowerPoint deck to present high level background information on the CTLEA and CTCS collection and contextualize the two collections among other work that BJS is conducting as a part of its tribal justice portfolio.*
- III. **Listening Session** – *Led by Jeremy and NORC staff member, either Beth or Alicia*
 - a. **Tools to facilitate discussion: How to use Mural (10 minutes)** – *This portion of the discussion will involve a walkthrough led by Jeremy on what Mural is, how to access it during the listening session, how we'll be using it, and when to use it.*
 - b. **Topics** – *Provide overview of the topic areas before drilling down into each area. Each topic area includes a series of prompting questions, with those in red text when we expect that Mural will be used to facilitate feedback collection from the group.*

External Factors and Influences (20 minutes)

- 1) How have recent court rulings and other external factors influenced your community and tribal justice systems? *(If needed: For example, have you experienced recent changes in jurisdiction of your tribal justice systems? What jurisdictional issues continue to pose a challenge to your tribal justice system?)* **Can you provide some examples of these changes? Can you identify or name the court rulings that have impacted your tribal justice systems the most?**
- 2) Thinking about your tribe's law enforcement and tribal court systems, does your tribe use or have programs that serve as an alternative to arrest or incarceration? **Can you name or describe these programs?**

Budget and Staffing (20 minutes)

- 3) Thinking about how your tribe's law enforcement and tribal court needs may have changed in the last five years -- did your tribal justice systems experience changes in budget and staffing needs? **What are the major drivers of those changes? How have these changes, either negative or positive, changed how your tribal justice systems function?**

- 4) Has your tribal justice system added new funding sources in the last three years? If so, what were those funding sources? Do they represent a large or small portion of your overall annual funding?

New Practices and Topics in Crime and Crime Prevention (15 minutes)

- 5) What new or emerging issues or challenges have affected your community? Can you list some of these concerns and challenges?
- 6) Please talk about ways in which you engage with the community to address concerns about crime and crime prevention, for both emerging and existing challenges.
- 7) What are the top three successes or strengths of your tribal justice systems in responding to existing and emerging challenges?

POLL: Of the changes or issues we discussed today, what specific trends have been utilized in your tribal justice systems [note that poll will contain a list of trends/topics brought forward by participants during the discussion from question 6 and 7]?

POLL: Are there changes or new practices that we discussed today that you would like to utilize in your tribal justice systems but do not have the capability to do so due to lack of funding, personnel, etc.? [poll will contain a list of changes or new practices that were discussed to generate list of topics]

Optional questions if time allows:

- 1) Did your tribal justice systems experience lasting changes to how they operate due to the pandemic? Can you describe or talk about some of these changes?
- 2) Thinking about the last three to five years, how has staffing at your tribal law enforcement agencies and tribal courts changed in the last three to five years? What are the major barriers to hiring appropriate staff, if any? What do you think drives these changes?

IV. Wrap-up (10 minutes)

a. Q&A

b. Next steps for the CTLEACTCS data collection – Provide an overview of upcoming milestones, including the TJP, verification of tribal agencies via a mailed letter to tribes, the pilot study in fall 2024 and the censuses being conducted in 2025 with a reference year of 2024. If any follow up emails will be sent to participants (i.e., facilitators did not have enough time to administer polls during session or need to answer a question that came up during the session), mention this now.

c. Where to find out more – Facilitator should provide links to the CTLEA and CTCS project pages, as well as the recent CTLEA report that was released. Additionally, provide contact information for facilitators or a project email address if participants would like to contact the project, provide additional information, or find out more about the status of the collections.

CTLEA Webinar February XX 2024, TBD

Objective: Provide information to tribal law enforcement agency leadership about the upcoming collection. Create a space for tribal law enforcement leadership to highlight challenges and opportunities they are experiencing in their day-to-day operations, with a focus on what has changed in the last five years since the 2017 CTLEA collection.

Notes in italics indicate instructions for the webinar facilitators. Items highlighted in red refer to actions that will need to be done in Mural.

- I. **Introductions (5 minutes)**
- II. **High-level executive summary of law enforcement data collections, past and present (10 minutes)** – *This section will use a PowerPoint deck to present high level background information on the CTLEA, with limited information on the CTCS, to contextualize the CTLEA collection among other work that BJS is conducting as a part of its tribal justice portfolio.*
- III. **Listening Session – Led by Jeremy and Beth**
 - a. **Tools to facilitate discussion: How to use Mural (10 minutes)** – *This portion of the discussion will involve a walkthrough led by Jeremy on what Mural is, how to access it during the listening session, how we'll be using it, and when to use it.*
 - b. **Topics** – *Provide overview of the topic areas before drilling down into each area. Each topic area includes a series of prompting questions, with those in red text when we expect that Mural will be used to facilitate feedback collection from the group.*

Tribal Law Enforcement Agency Practices and Day to Day Operations (25 minutes)

- 1) What are the top three challenges that your tribal law enforcement agencies encounter on a day-to-day basis? *These can include more long-term and more acute/immediate challenges. Of these, what is the most significant challenge?*
- 2) What are the top three successes or strengths of your tribal law enforcement operations? *Of these, which is your biggest success or strength?*
- 3) What data does your TLE use to track day to day operations?
- 4) What data does your TLE not collect that would help improve operating your agency?

POLL: *What practices have made the most impact in your tribal law enforcement agency? Use the prompts provided during the discussion to populate response options for the poll.*

Crime and Victimization Trends in the Community (25 minute)

We are interested in learning more about tribal agency structure and how it is shaped by crime and its impact your community, including how your tribal law enforcement agency engages with the community with respect to address crime and crime prevention.

- 5) Can you discuss some of the more common calls for service that your officers respond to? **POLL:** *What are the top three types of call your officers respond to?*
- 6) Describe how you partner or engage with other agencies or community members to address crime and crime prevention in the community.

POLL: What specific types of engagement have been utilized in your tribal law enforcement agencies [note that poll will contain a list of trends/topics brought forward by participants during the discussion]?

POLL: Are there changes or new practices that we discussed today that you would like to utilize in your tribal law enforcement agencies but do not have the capability to do so due to lack of funding, personnel, etc.? [poll will contain a list of changes or new practices that were discussed to generate list of topics]

POLL: Of the current practices we discussed what are the most important to the functioning of your law enforcement agencies in your tribe [note that poll will contain a list of trends/topics brought forward by participants during the discussion]

Additional questions if time allows:

- 1) Thinking of recruitment, training, and retention of officers, can you discuss some of the challenges your agency has recently faced?
- 2) On that same topic, have specific strategies been effective for recruitment, training, and retention of officers?
- 3) Please talk about other ways in which you engage with the community to address concerns about crime and crime prevention.

IV. **Wrap-up (15 minutes)**

a. **Q&A**

b. Next steps for the CTLEACTCS data collection – Provide an overview of upcoming milestones, including the TJP, pilot study in fall 2024 and the censuses being conducted in 2025 with a reference year of 2024. If any follow up emails will be sent to participants (i.e., facilitators did not have enough time to administer polls during session or need to answer a question that came up during the session), mention this now.

c. Where to find out more – Facilitator should provide links to the CTLEA project page, as well as the recent CTLEA report that was released. Additionally, provide contact information for facilitators or a project email address if participants would like to contact the project, provide additional information, or find out more about the status of the collections.

CTCS Webinar February XX 2024, TBD

Objective: Provide information to tribal court leadership and stakeholders about the upcoming collection. Create a space for tribal court leadership to highlight challenges and opportunities they are experiencing in their day-to-day operations, with a focus on specific types of data that might be available to gather at the court level since the last data collection, which occurred ten years ago.

Notes in italics indicate instructions for the webinar facilitators. Items highlighted in red refer to actions that will need to be done in Mural.

- I. **Introductions (5 minutes)**
- II. **High-level executive summary of tribal court data collections, past and present (10 minutes)** – *This section will use a PowerPoint deck to present high level background information on the CTCS, with limited information on the CTLEA, to contextualize the CTCS collection among other work that BJS is conducting as a part of its tribal justice portfolio.*
- III. **Listening Session – Led by Jeremy and Alicia**
 - a. **Tools to facilitate discussion: How to use Mural (10 minutes)** – *This portion of the discussion will involve a walkthrough led by Jeremy on what Mural is, how to access it during the listening session, how we'll be using it, and when to use it.*
 - b. **Discussion and topics** – *Provide overview of the topic areas before drilling down into each area. Each topic area includes a series of prompting questions, with those in red text when we expect that Mural will be used to facilitate feedback collection from the group.*

Court Practices and day to day operations (est. 20 minutes)

- 1) What are the top three challenges that your court encounters on a day-to-day basis? *These can include long-term and more acute/immediate challenges.*
- 2) What are the top three successes or strengths of your court operations?
- 3) What data do your courts currently use to track day to day operations?
- 4) What data does your court not collect that would help improve operating your courts?

POLL: What challenge has made the most impact in your tribal courts? *Use the prompts provided during the discussion to populate response options for the poll.*

POLL: What success or strength benefits your tribal courts the most? *Use the prompts provided during the discussion to populate response options for the poll.*

Court Structure and Capabilities (15 minutes)

We would like to include questions about court structure and capabilities in the upcoming CTCS data collection and spend some time discussing what these courts look like.

- 5) Describe the various types of tribal courts your tribe operates currently or has operated in the past. How are they categorized or what specific features make them unique?
- 6) What kinds of data are collected by your courts? What kinds of data are shared with other courts? How are these data shared?

New Topics and Practices in Tribal Courts (15 minutes)

- 7) Please discuss your tribe's use of specialty courts and diversion programs, such as:
- i. Behavioral health needs and community-based treatment in the courts
 - ii. Alternative courts/dockets
 - iii. Diversion programs or special staff or dockets to adjudicate probation violations.
 - iv. What promising practices to have been recently adopted by your courts?
 - v. How might specialty courts demonstrate or "show" they are successful?

POLL: Are there changes or new practices that we discussed today that you would like to utilize in your tribal courts but do not have the capability to do so due to lack of funding, personnel, etc.? [poll will contain a list of changes or new practices that were discussed to generate list of topics]

IV. Wrap-up (15 minutes)

- a. Q&A
- b. **Next steps for the CTLEACTCS data collection** – *Provide an overview of upcoming milestones, including the TJP, pilot study in fall 2024 and the censuses being conducted in 2025 with a reference year of 2024. If any follow up emails will be sent to participants (i.e., facilitators did not have enough time to administer polls during session or need to answer a question that came up during the session), mention this now.*
- c. **Where to find out more** – *Facilitator should provide links to the CTLEA project page, as well as the recent CTLEA report that was released. Additionally, provide contact information for facilitators or a project email address if participants would like to contact the project, provide additional information, or find out more about the status of the collections.*

Institutional Review Board Certification
Determination of Not Human Subjects Research

Principal Investigator/Project Director: Pamela Loose

Department: Economics, Justice, and Society

IRB Protocol Number: 23-03-1220

Protocol Title: Census of Tribal Law Enforcement Agencies and Census of Tribal Court Systems (CTLEA-CTCS)

Determination Date: April 17, 2023

This certifies that the protocol described above was submitted for review and it is determined that the activities do not meet the definition of human subjects research by the NORC Institutional Review Board (IRB00000967), under its Federal Assurance #FWA00000142, which is valid through July 19, 2023.

1. Department of Justice - NHR - This certifies that the research does not meet the definition of human subjects research as described under DOJ regulations at 28 CFR 46.



Micah Sjoblom