

Welcome to Jury Wheel Issues

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Jury Wheel Issues



What is the Jury Wheel Reconstitution?

The Secretary of State is responsible for merging county voter files with the DPS drivers license/ID files. Since the statewide database of registered voters is considered the official file of record for voters, there is no need to send the entire voter file. The State database will be used to extract the voter data. Any record found to be a duplicate will appear on the merge listing only once. Some duplicates may not be identified if there is missing information on either of the files that are merged.

DPS is responsible for eliminating the names of persons from the DPS file submission that are known to not be a US citizen or appear within their Arrest Record file as having a felony conviction. These eliminations are done prior to submitting the list to the Secretary of State.



How does the Jury Wheel process work?

- The jury wheel import file requires the county to submit only those voters or drivers who have filed an **exemption**, **postponement** or who have been **disqualified** from serving on a jury.
 - Files can be submitted throughout the year as needed; however, a jury wheel import which sets the jury status of voters and drivers in your county must be submitted no later than mid-September of each year.
- Jury Wheel Reconstitution occurs annually and is conducted by the Secretary of State's office.
- The timeframe to reconstitute the jury wheel is between January 1-15 each year, unless the county has adopted a different timeframe within their county plan.



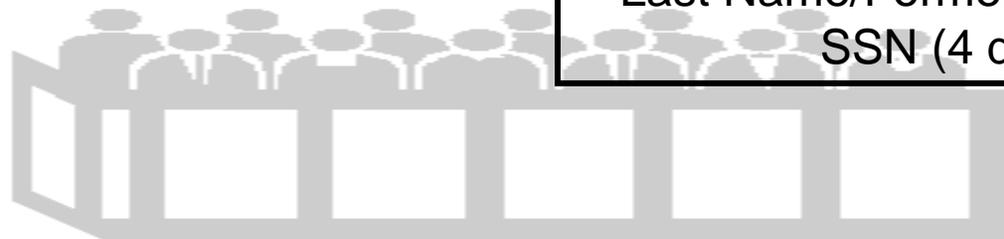
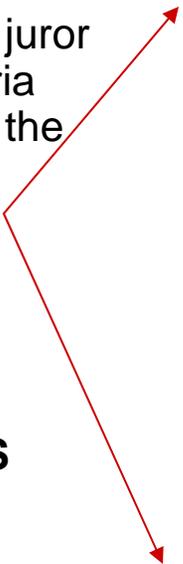
When the voter files and driver/identification files are merged, what exactly happens?

The SOS will then extract the counties' voter records from the SOS database and merge the voters and drivers, creating the juror source file. The matching criteria used to eliminate duplicates on the jury source files are listed here:

Jury Wheel File (Annual)

Action: Match eliminates DPS record.

TDL # only
SSN (full 9 digits) only
Last Name/Former, First Name and DOB
Last Name/Former, First Name and Permanent address
Last Name/Former, First Name and Mailing address
Last Name/Former, First Name, SSN (4 digit)



Once the Jury Wheel is complete, then what?

- If your county is online, the Jury Wheel file is “posted” within TEAM
 - You may work with juror records directly within the TEAM system (status’)
- If your county is offline, the Jury Wheel file is posted to the County Data Website
 - You will need to enter modifications to juror records (exemptions, etc.) in your own system, then send the jury wheel import file to the Secretary of State’s office between September 1-16 of each year





Election Code and Felons

There are several sections of the Texas Election Code that deal with felons, including:

- Section 13.001- Eligibility for Registration
- Section 16.003- Felony Conviction
- Section 11.002- Qualified Voter
- Section 16.031- Cancellation on Official Notice of Ineligibility



Section 13.001- Eligibility for Registration

Sec. 13.001 Eligibility for registration.

(a) to be eligible for registration as a voter in this state, a person must

(4) not have been finally convicted of a felony or, if so convicted, must have:

- A. Fully discharged the person's sentence, including any term of incarceration, parole, or supervision, or completed a period of probation ordered by any court; or
- B. Been pardoned or otherwise released from the resulting disability to vote; and

(5) be a resident of the county in which application for registration is made.



Section 16.003- Felony Conviction

Sec. 16.003 Felony conviction. Each weekday the Department of Public Safety is regularly open for business, the department shall:

- (1) prepare an abstract of each final judgment received by the department convicting a person 18 years of age or older who is a resident of the state of a felony; and
- (2) file each abstract with the secretary of state.



Section 11.002. Qualified Voter

Section 11.002. Qualified Voter. In this code, “qualified voter” means a person who:

(4) Has not been finally convicted of a felony or, if so convicted, has:

(A) fully discharged the person’s sentence, including any term of incarceration, parole, or supervision, or completed a period of probation ordered by any court; or

(B) been pardoned or otherwise released from the resulting disability to vote



Remember, only if there is a final felony conviction will a voter's rights be in question. So, what is a final felony conviction?

- A conviction on appeal is not considered a final felony conviction.
- “Deferred adjudication” is not considered “final felony conviction.” Article 42.12, section 5, Texas Code of Criminal Procedure.
- Initial prosecution, indictment, other criminal procedures leading up to but not yet resulting in the final conviction are not “final felony convictions.”

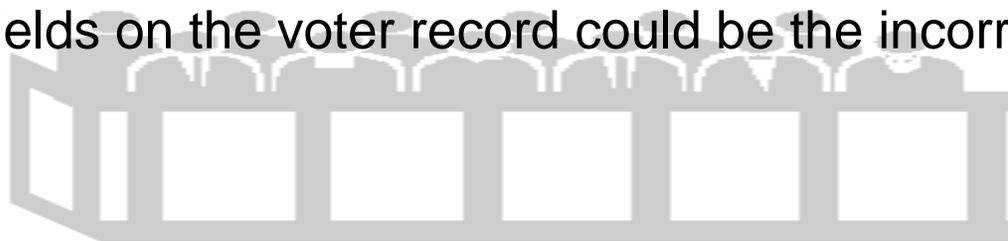


Section 16.031 Cancellation on Official Notice of Eligibility

Sec. 16.031. Cancellation on official notice of ineligibility. (a) The registrar shall cancel a voter's registration immediately on receipt of:

- (3) an abstract of a final judgment of the voter's total mental incapacity, partial mental incapacity without the right to vote, conviction of a felony, or disqualification under Section 16.002, 16.003, or 16.004

The SOS strongly recommends that a Notice of Examination is sent for each potential felon prior to any cancellation. Due to identity theft, even those potential felons matching against multiple fields on the voter record could be the incorrect person.



So, how are potential felons determined? Felon Matching Criteria

Last/Former, First Name, TDL
Last/Former Name, First Name, Full SSN
Last/Former Name, First Name, Last Four of the SSN
TDL and SSN



Can TEAM track non-registered felons?

- TEAM does not allow for the tracking of non-registered (non-voter) records to be tracked.
 - You may keep the court abstracts (received directly from the court) set aside and periodically check those records against your voter records/voter applications.



Felon Files- Where Can They Be Found for an Online County?

- For online TEAM users, the Felon Notices will post to the Task Summary screen under the heading Things to Do

File> Voter Registration> Task Summary



Voter Task Summary

County: LAMPASAS Plan: STATEPLAN141

Things To Do:

- [Cancelled Application Maintenance - 9](#)
- [Incomplete Expired - 8](#)
- [Notice of Examination Expired - 1](#)
- [Possible Felon - 1](#)

Failed Notices:

Precinct/Street Issues:

- [Street Not Found - 9](#)
- [Unresolved Precinct/Jurisdiction - 9](#)

Pending:

- [Notice of Examination Pending - 1](#)
- [Unassigned Application - 3](#)
- [WEB Application - 1](#)



Voter Task Search

County: [REDACTED] Plan: STATEPLAN141

From Date: To Date: * Task:

1-1 of 1 Items Voter List <Previous | 1 | Next>

<u>VOID</u>	<u>Voter Name</u> ▾	<u>Voter Status</u>	<u>Task</u>	<u>Task Status</u>	<u>Task Opened</u>	<u>Task Expires</u>
<input type="button" value="Resolve"/>	[REDACTED]	Active	Possible Felon	Active	02/11/2009 03:02 AM	



File ▾ Voter ▾ Task ▾ Utilities ▾ Help ▾ Voter Registration

Felon Match Resolution County: [REDACTED] Plan: STATEPLAN141

Match Record 1 of 1 [Return](#)

Field	Existing Voter Record	Potential Match Record -- 02/11/2009
Name:	[REDACTED]	[REDACTED]
Aliases:		[REDACTED]
VOID:	[REDACTED]	
SSN:		
Other SSNs:		[REDACTED]
TDL/ID:	[REDACTED] TX DL	[REDACTED] TX DL
State:	TX	TX
DOB:	[REDACTED]	[REDACTED]
Gender:	Male	
Status:	Active	
Precinct:	8	
Residential Address:	[REDACTED]	
Mailing Address:	[REDACTED]	[REDACTED]
Legacy Voter ID:	[REDACTED]	

[Exam Notice](#)
[Remove](#)

Look at the highlighted fields, then decide whether to Remove the task, or to send a Notice of Exam

Felon Files- Where Can They Be Found for an Offline County?

- For offline counties, Felon Notices will post to the County Data Website:

<http://team1.sos.state.tx.us/countydata/cgi-bin/index.cgi>



Office of the Secretary of State

Send & Receive Files

*******Warning*******

Unauthorized use of this system is prohibited and may be subject to criminal prosecution. The System Administrator may monitor any activity or communication on the system and retrieve any information stored within the system. By accessing this system, you are consenting to such monitoring and information retrieval. You should have no expectation of privacy as to any communication on or information stored within this system except as explicitly stated in officially approved system privacy policies. Unauthorized or improper use of this system is a violation of law and may be prosecuted resulting in criminal, civil, and/or administrative penalties.

Enter UserID:

Enter Password:

Select Transfer Type:

- Receive Files
- Send Files
- No Updating Activity

Submit



Now that I know who the potential felons are, what do I do with them?

(Online County)

- All potential felon/registered voter matches are considered weak; therefore, you must send a Notice of Examination to the voter. On the Task Summary screen, look at the matching criteria, and:
 - If you believe it is a match, send the Notice of Examination to the voter with reason “Convicted of a Felony” marked.
 - If you don't believe they are the same person, in TEAM, mark Remove.



Now that I know who the potential felons are, what do I do with them?

(Offline County)

- When looking at the matching criteria for a potential felon, a user must send a Notice of Examination. A felon is identified on the Voter Export file with an Event Code 2.
 - At the expiration of the 30-day time period, or if a positive response is received from the voter, a Cancel Code 18 should be used.
 - If the voter is not a potential felon, an Event Code 2-Felon Resolved should be used on the Voter Import File



Clearing an Incorrectly-Identified Felon

If a person receives a notification from a county incorrectly identifying himself or herself as a felon, they can do one of the following:

- Go to their local police station and request to be finger printed for identification reasons. The police department will usually charge about a \$10.00 fee. The records are then released to the requestor. They have to make a copy of the letter sent to them by the county and send both the fingerprints and the copied letter to the following address:

**Department of Public Safety
Error Resolution Department
P.O. Box 4143
Austin, Texas 78765
512-424-7256
Attn: Wanda Thurman or Betty Hazelwood**

- They can also attach a note requesting a confirmation letter from DPS that the error has been resolved. The fee that DPS usually charges for a record search will be waived.



Cancelling a Possible Felon (Online)

- Remember, if a voter does not respond to the Notice of Examination within the 30-day time period, you will then get a task of “Notice of Examination Expired” on the Task Summary screen under Things to Do:
 - Select 16- Voter Investigation from the drop down menu.
 - A Notice of Cancellation will be generated with Convicted of Felony marked.
- Remove voter record (hard copy) from Active file to Inactive file.



Cancelling a Possible Felon (Offline)

- If a voter does not respond to the Notice of Examination within the 30-day time period, the voter record should be cancelled.
 - Cancellation Code 18- Felony should be used
- Remove voter record (hard copy) from Active file to Inactive file.



What happens after a felony conviction? Can a person register and vote now?

- A felon (Texas, other state, or federal) may register to vote immediately after full discharge, including any term of incarceration, parole, or supervision.
- After a pardon or release by the court from all disabilities resulting from the offense, a felon may register to vote. Section 11.002, Texas Election Code; see also Article 42.12, section 20, Texas Code of Criminal Procedure.



Thank You for Coming!

