

LEADS Steering Committee Meeting Minutes

April 13, 2022

Ohio Department of Public Safety

1970 West Broad Street

Columbus, Ohio 43223

COMMITTEE MEMBERS - PRESENT:

Department of Public Safety, Ohio State Highway Patrol	Major Shawn Davis
Bureau of Criminal Identification	Superintendent Joseph Morbitzer
Fairborn Municipal Court	Judge Beth Cappelli
Regional Crime Information Center (RCIC)	Director Peggy O'Neill
Bellefontaine Police Department	Chief Brandon Standley

COMMITTEE MEMBERS ABSENT:

Delaware County Sheriff's Office	Sheriff Russell Martin
Perry Township Police Department	Chief Michael T. Pomesky
Licking County Sheriff Office	Sheriff Randy Thorp
Toledo Police Department	Chief George Kral

MINUTES BY: Stacy Capehart

LEADS Steering Committee Chairman, Major Shawn Davis, called to order April 13, 2022, meeting of the LEADS Steering Committee at approximately 10:00 a.m. The first order of business was the roll call taken by Kara Joseph, OSHP. A quorum of committee members was confirmed.

APPROVAL OF THE OCTOBER 20, 2021 MEETING MINUTES

Major Davis asked the LEADS Steering Committee to review the April 2021 minutes.

Resolved that the Committee approves the October 20, 2021 LEADS Steering Committee meeting minutes.

Motion: Superintendent Morbitzer

Second: Chief Standley

Voting: passed unanimously

PARTNER UPDATES

A. BCI Report: Superintendent Morbitzer asked Jill Small to give an updated. OHLEG has provided a full case enhancement for officers, which include features to the search engine, which allows filters to narrowed down to provide more specific results. Also, the agencies can drop reports and this will be able to seen nationwide and real time. Mr. Morbitzer stated that currently three hundred and nine (309) agencies are using the platform and the vendors will be

working on a CAD component to move everyone to one system, which would allow everyone to have access to all the data. For the oldest project still going on, which is the Ohio Biometric Identification System upgrade, CCH system is being update and going to all digital. BCI has forty (40) million paper files they are working on digitizing. One project that BCI is working with DPS is the Ballistic Gun Project, which is testing the guns and cartridge and trying to tie them to other criminal actions. Nine hundred and eight (908) devices are to trace narcotics through the packages with is safer for the labs and front-line officers. Fourteen (14) devices have been issued to task forces at this time and getting ready to set up additional task forces.

B. OCJS Report: Jim Luebber from The Office of Criminal Justice Services (OCJS) stated that the Ohio Incident-Based Reporting System (OIBRS) is now in production. Two records management system software providers have adopted the optional service that enables them through an interface to have their law enforcement agency customers connect directly to the state's OIBRS-validations and upload incidents into the state's database. Data from use of force reports submitted through OIBRS is now available on the OCJS website. Go to the OCJS home page and click on the 'Ohio Use of Force Data' link. The American Rescue Plan Act (ARPA) grant is open for applications. This request for proposals is specifically for violence reduction strategies and law enforcement staffing. Applications are due April 25th. Extradition funding still available through OCJS to reimburse local law enforcement for the cost of in-state and out-of-state extraditions of dangerous wanted offenders. More funding will become available starting July 1st.

NEW BUSINESS

- A. Administrative Reviews: Victoria Dowdy – Since the last meeting through March 31st there has been 30 ARs opened: 11 Founded, 11 Unfounded, 24 Closed, and 1 Undetermined due to an officer quitting before the investigation was completed. In addition, there is 20 are still in Pending status which are from 2021 and 2022. During the last meeting, there were cases open from 2018, 2019, and 2020 which are now closed.
- B. Auditing & Training Report: Victoria Dowdy – Cycle 14 audits (July 1, 2019 – June 30, 2022) completed: 289 Entering, 243 Non-Entering, 259 MDT, totaling 791. The LEADS manual has a new chapter for the TACs. From October 1, 2021 to March 31, 2022, there were 5 New TAC classes with 48 attendees, 4 New TAC Non-Entering classes with 44 attendees, 1 New TAC MDT Only classes with 6 attendees, 2 OSHP Dispatcher Orientation classes with 24 attendees. In-service class will be during the fall this coming year. Looking to have virtual and in-person in the future. NCIC training dates will be coming out soon.
- C. LEADS Security Update from October 1, 2021 to April 1, 2022: Kevin Locke – LEADS Security Projects: 18 site inspections were completed, 94 Inquiries/Projects were reviewed, and 518 Token Inquiries/Processed. This is our time of year for audits and we have completed 1082, which is roughly 361 per year. The breakdown of the audits: 522 Technical Security Assessments, 304 Mobile Assessment Questionnaire, 256 Technical Security Inspections. For the New Cycle 2 there has been Technical Security Assessments: 150 audits assigned, 63 completed audits, and 71 pending. The top five areas of concerns: Written Policies,

Information Exchange Agreement, LASO Training, Security Awareness Training, and Remote Access Encryption. Mobile Agency Assessments: 0 audits assigned, 20 completed audits, and 19 pending. The top five areas of concerns: Account Validation Policy, Security Awareness Training, LASO Training, Weekly Review of Event Logs, and Fingerprint Records Check. Technical Security Inspections: 20 audits assigned, 22 completed audits, and 14 pending. The top five areas of concerns: Security Awareness Training, Vendor Agreements, Written Policies; Remote Access Encryption, and Virtual Event Log Storage.

- D. Programming Report: Kate Hatfield – From January 1, 2021 – December 31, 2021, LEADS has experienced a system uptime 99.997%, total downtime of 00:14:49, with a transaction totaling of 1,406,040,264.
- a. Warrant Conversions: As of October 2020, LEADS converted 225,105 warrants. As of April 2022, LEADS has converted 230,257 warrants.
 - b. Death Notices: the following have been implemented to identify possible decedents in the Ohio Hot Files:
 - i. A quarterly comparison with the Ohio BMV, based on reports from the Bureau of Vital Statistics and family notifications.
 - ii. Performed a one-time matching with the US Marshals Service Intel unit against the SSA Master Death Index by SSN only.
 - c. Upcoming Initiatives:
 - i. Desktop 4.0 was completed on November 2, 2021.
 - ii. Self Service Password Reset Portal was completed on April 6, 2022.
 - iii. NLETS NIEM XML start on August 31, 2022.
 - iv. NCIC NIEM will start once the NLETS NIEM is completed.
 - d. Yearly Transaction Count did take a hit in 2020 but the numbers are coming back up. Seems that the pandemic caused the decrease.
- E. FBI CJIS Audit: Jeremy Hansford – November 2021 the audit, which happen every three years. When they come to conduct the audit, it takes about a month to complete. The audits include NCIC, NICS, N-DEx, Sex Offender, and IT Security.
- a. NCIC Audits Findings: Victoria Dowdy
 - i. Cancel/Clear Transactions
 - ii. Logging
 - iii. Use & Dissemination.
 - b. NICS Agencies Findings: Jeremy Hansford
 - i. Point of Contact (POC) Requirements – POC Agency
 - ii. POC Requirements – Conducting an Immigration Alien Query
 - iii. POC Requirements – System Safeguards
 - iv. POC Requirements – POC, Partial – POC, or Alternate Permit Requirements
 - v. Use of NICS – Use of NICS and III
 - vi. Use of NICS – Purpose Code Usage
 - vii. Federal Denial Criteria
 - c. N-DEx Agencies had no findings
 - d. Looking into creating mandatory NICS training.

- e. Does OPOTA train Sheriffs Offices on concealed handgun license issuance? There used to be but not sure, if they still do.
 - f. IT Security Audit – Kevin Locke
 - i. Management Control Agreements
 - ii. Standards of Discipline – written policy
 - iii. Security Awareness Training
 - iv. Physical Security – written policy
 - v. Intrusion Detection Tools and Techniques – network-based tool
 - vi. Patch Management – did not patch all software
- F. Personnel Updates: Jeremy Hansford stated that we had a number of vacancies and we have been able to hire a few of those positions.
- a. Kris Hall hired as Infrastructure Specialist 1 – LEADS Technical Auditor
 - b. Donald Gwilym hired as Information Technologist 2 – LEADS Control
 - c. Morgan Nunnery hired as Information Technologist 2 – LEADS Control
 - d. Kerry Paver hired as Information Technologist 2 – LEADS Control

OLD BUSINESS

- A. eWarrants Governance: Jeremy Hansford
- a. LexisNexis has completed all eWarrants development work.
 - b. User acceptance testing completed by DPS and LEADS staff.
 - c. All bugs identified have been fixed and re-tested.
 - d. Work is underway on enhancements identified.
 - e. Working on programmatic import (to eWarrants) of warrants and POs entered in LEADS with the goal of eliminating the need for agencies to re-enter any information that is already in LEADS and NCIC.
 - f. Work continues on integrating the eWarrants system with case and records management systems – DPS is funding interface development between the systems and eWarrants.
 - g. Meigs County requested to go-live with bench warrants and indictments by the end of April.
 - h. eWarrants team actively working with counties on discovery and introduction meetings.
 - i. A decision on long term governance of eWarrants is pending further discussion and input from the Committee.
- B. OAC 4501:2-10-01 Rule Review: Jeremy Hansford
- a. Rule revisions submitted to Public Safety Rules Coordinator.
 - b. Internal meetings ongoing.
 - c. Notice of fee increase for mobile-only.
- C. Stolen Gun File
- a. Ohio Attorney General’s Office (AGO) website launched in February 2021.

- b. NCIC provides daily extract of all Ohio stolen guns to LEADS.
- c. Web service from AGO to LEADS searches against the file.
- d. Ohio Gun File will be developed and added to the LEADS Hot Files in August 2022.

The next LEADS Steering Committee meeting will be October 19, 2022, at 10:00 am in the Atrium.

Resolved that the April 2022 Steering Committee meeting be adjourned.

Motion: Sheriff Martin

Second: Chief Standley

Voting: passed unanimously