

LEADS Steering Committee Meeting Minutes

April 14, 2026

Ohio Department of Public Safety

1970 West Broad Street

Columbus, Ohio 43223

COMMITTEE MEMBERS - PRESENT:

Ohio State Highway Patrol

Major Matthew Them

Pickaway County Sheriff's Office

Sheriff Matthew Hafey

Bexley Police Department

Chief Gary Lewis, Jr

NORIS

Director Shane McCracken

Bureau of Criminal Identification

Superintendent Bruce Pijanowski

Meigs County Common Pleas Court

Judge Linda R. Warner

COMMITTEE MEMBERS ABSENT:

Cincinnati Police Department

Captain Dennis Swingley

Licking County Sheriff Office

Sheriff Randy Thorp

MINUTES BY:

Stacy Capehart

LEADS Steering Committee Chairman, Major Matthew Them, called to order the April 14, 2026, 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. Introduction of all LEADS Steering Committee members.

APPROVAL OF THE NOVEMBER 5, 2025, MEETING MINUTES

Major Them asked the LEADS Steering Committee to review November 5, 2025, minutes.

MOTION: Resolved that the Committee approves November 5, 2025, LEADS Steering Committee meeting minutes.

Motion: Sheriff Hafey

Second: Chief Lewis

Voting: Passed unanimously

PARTNER UPDATES

- A. Bureau of Criminal Investigations Report: Superintendent Pijanowski provided an update on the use of the JA Code. The new OHLEG SmartSearch is now available.

- B. Office of Criminal Justice Services Report: Jim Luebbers, OCJS, is absent and Jeremy Hansford is filling in. Hansford provided an overview of the number of agencies that are using the Crime Reporting using the Ohio Incident Base Reporting system.

NEW BUSINESS

- A. Administrative Reviews Recap: Victoria Dowdy provided an update on Administrative Reviews that were opened, founded, unfounded and closed since the last Committee meeting.
- B. Auditing & Training Report: Victoria Dowdy provided an overview of audit activity during the period of October 2, 2025 - April 1, 2026. Audit Cycle 16 started on July 1, 2025. Mrs. Dowdy also provided an update on training conducted from October 2, 2025 - April 1, 2026. She noted in-person and virtual training sessions are available to LEADS agencies.
- C. LEADS Security Update: Kevin Locke provided an overview of the LEADS Security Projects and IT audit findings. He gave an overview of the security audit process and Agency Relationship Management notifications.
- D. Programming Report: Kate Hatfield provided an update on system uptime and total transactions for January 1, 2025 - December 31, 2025. Updates on NCIC warrant totals, death notices and the database rehosting project were presented. Ms. Hatfield provided an update on the protection order and concealed handgun license matching notifications. Kate concluded with an update on the eWarrants implementation.
- E. Personnel Update: Jeremy Hansford introduced IT Project Manager 2 Mike Kurnot and Patrol Fiscal Services Financial Analyst Jared Mans. Mr. Hansford also reported on the promotions of Training Development Analyst Ian Miller and Database Administration Specialist 3 Paul Lee.
- F. LEADS Invoicing: Victoria Dowdy and Jeremy Hansford gave an overview of how invoices are being issued for LEADS and provided examples of issues we are having with agencies. The Committee was asked for suggestions on how to handle agencies that request a refund after failing to notify LEADS of service changes.
- G. Citizen Complaints: Jeremy Hansford explained the procedure for following up on citizen misuse complaints. The Committee members stated that they would like to be advised no matter of the outcome is when a complaint comes in for their agency.

OLD BUSINESS

- A. Technology Upgrades: Jeremy Hansford presented on the status of the LEADS technology upgrades, which include wide area network equipment and all datacenter network, servers and storage systems.
- B. Wanted Person/CHL Comparison: Jeremy Hansford provided an overview of the quarterly numbers.
- C. Airbag Deployment Notification: Jeremy Hansford provided a follow-up from the November meeting. The project has not moved forward and this item of business was closed.

The next LEADS Steering Committee meeting will be November 4, 2026, at 10:00 am in the Atrium.

MOTION: Resolved that the April 2026 Steering Committee meeting be adjourned.

Motion: Sheriff Hafey

Second: Superintendent Pijanowski

Voting: Passed unanimously