

LEADS Steering Committee Meeting Minutes

April 30, 2025

Ohio Department of Public Safety

1970 West Broad Street

Columbus, Ohio 43223

COMMITTEE MEMBERS - PRESENT:

Department of Public Safety, Ohio State Highway Patrol	Major Matthew Them
Avon Lake Police Department	Chief Vince Molnar
Cincinnati Police Department	Captain Dennis Swingley
Pickaway County Sheriff's Office	Sheriff Matthew Hafey
Meigs County Common Pleas Court	Judge Linda R. Warner
NORIS	Director Shane McCracken

COMMITTEE MEMBERS ABSENT:

Bexley Police Department	Chief Gary Lewis, Jr.
Bureau of Criminal Identification	Superintendent Bruce Pijanowski
Licking County Sheriff Office	Sheriff Randy Thorp

MINUTES BY: Stacy Capehart

LEADS Steering Committee Chairman, Major Matthew Them, called to order the April 30, 2025, meeting of the LEADS Steering Committee at approximately 10:02 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 OCTOBER 30, 2024 MEETING MINUTES

Major Them asked the LEADS Steering Committee to review the October 2024 minutes.

Resolved that the Committee approves the October 30, 2024, LEADS Steering Committee meeting minutes.

Motion: Sheriff Hafey

Second: Chief Molnar

Voting: Passed unanimously

PARTNER UPDATES

- A. Bureau of Criminal Investigations Report: no updates.
- B. Office of Criminal Justice Services Report: Jim Luebbers, OCJS, updating a new manual. Approved the display the use of force and the specific type of force in the data. June 2nd releasing the JAG system support.

NEW BUSINESS

- A. Administrative Reviews Recap: Victoria Dowdy provided an update on Administrative Reviews opened, founded, unfounded and closed since the last Committee meeting.
- B. Auditing & Training Report: Gabbriel Veltheims provided an overview of Cycle 15 audit progress and training courses delivered for the period of October 2, 2024 – April 1, 2025. Mrs. Dowdy provided an update on the 2024 NCIC agencies audited and findings. Mrs. Dowdy also provided an update on the TAC In-Service training conducted during October 1, 2024 – April 1, 2025. In-person and virtual sessions are available for training.
- C. LEADS Security Update: Kevin Locke provided an overview of the IT audit findings. Mr. Hansford stated DPS is drafting a policy as a result of a finding and revisions are pending. LEADS is engaged with DPS on a multi-factor authentication solution and expects that it will be implemented next year. Mr. Locke provided updates on the CJIS Security Policy Modernization. He also spoke on the CJIS Security Policy priorities. Mr. Locke provided an overview of the LEADS Security projects, audits, and cyber incidents reported.
- D. Programming Report: Kate Hatfield provided an update on system uptime and total transactions for January 1, 2024 to December 31, 2024. Updates on NCIC warrant, eWarrants, and death notice matching were also presented. Protection order and concealed handgun license matching started on June 1, 2023. Ms. Hatfield updated the Committee on the DPS eWarrants implementation.
- E. Personnel Update: Jeremy Hansford provided an update on personnel changes and open positions since the October 2024 meeting.
- F. Training System Report: Jeremy Hansford provided an update on a proposed training system for operators to learn how to use LEADS.

OLD BUSINESS

- A. Access Review Standards: Jeremy Hansford provided an update on what the FBI CJIS Policy requires for granting and continuing access to LEADS and CJIS systems. Mr. Hansford discussed the access review standards for denial now available in the LEADS Manual. Mr.

Hansford sought input from the Committee regarding individuals that have been denied. Chief Molnar stated he feels that information should be available for agencies to review. CCH checks are recommended every five years and it is suggested if new hires had a separation from employment for more than thirty days. The Committee agrees to put users that were previously denied LEADS access back in deny status if they leave employment at an agency that appealed for reinstatement of their access.

- B. Technology Upgrades: Jeremy Hansford presented on the status of the LEADS datacenter network, wide area network, core datacenter servers and storage upgrades.

The next LEADS Steering Committee meeting will be November 5, 2025, at 10:00 am in the Atrium.

Resolved that the April 2025 Steering Committee meeting be adjourned.

Motion: Major Them

Second: Judge Warner

Voting: Passed unanimously