LEADS Steering Committee Meeting Minutes
November 5, 2025
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 November 5, 2025, meeting of the LEADS Steering Committee at approximately 10:03 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 APRIL 30, 2025 MEETING MINUTES

Major Them asked the LEADS Steering Committee to review the April 2025 minutes.

MOTION: Resolved that the Committee approves the April 30, 2025, LEADS Steering Committee meeting minutes.

Motion: Chief Lewis
Second: Judge Warner
Voting: Passed unanimously

PARTNER UPDATES

A. Bureau of Criminal Investigations Report: Superintendent Pijanowski provided an update on BCI partnering with LEADS to automate the endangered missing child alert.

B. Office of Criminal Justice Services Report: Jim Luebbers, OCJS, provided an update on grants – he stated OCJS is reviewing body camera grants and the law enforcement funding starts on the first of December.

NEW BUSINESS

A. Annual Financial Report: Jeremy Hansford provided an overview of the LEADS Annual Financial Report. Cash balance decreased by 6.5% and interest income increased by 9.2%. Total invoice numbers increased. Past due invoice percentages were 0.05% for Terminal Agencies and 0.4% Non-Terminal Agencies. Expenditures increased due to licensing purchases for the new database that was needed and professional services for the migration.

B. Administrative Reviews Recap: Victoria Dowdy provided an update on Administrative Reviews opened, founded, unfounded and closed since the last Committee meeting.

C. Auditing & Training Report: Victoria Dowdy provided an overview of Audit Cycle 15, which covered April 2, 2025 – June 30, 2025. Audit Cycle 16 started on July 1, 2025. Mrs. Dowdy also provided an update on training conducted from April 2, 2025 to October 1, 2025. In-person and virtual training sessions are available to LEADS agencies.

D. LEADS Security Update: Kevin Locke provided an overview of the IT audit findings, security sanctions and returned audits. He advised the FBI is going to focus on state agencies through a continuous audit instead of auditing each state every three years.

E. Programming Report: Kate Hatfield provided an update on system uptime and total transactions for January 1, 2025 to October 1,2025. 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.

F. Personnel Update: Jeremy Hansford introduced SDS2 Paul Stockdale and congratulated him on 40 years of service. Mr. Hansford provided an update on personnel changes and open positions since the April 2025 meeting.

G. LEADS Certification Test: Jeremy Hansford gave an overview of the current requirements and difficulty users are experiencing. Mr. Hansford proposed reducing the number of LEADS certification questions, removing the security awareness test and requiring both to be completed annually.

MOTION: Resolved that the LEADS certification test and security awareness training be required annually with a reduced number of questions and no security test.

Motion: Judge Warner
Second: Director McCracken
Voting: Passed unanimously

H. Engendered Missing Child Alert: Jeremy Hansford gave an overview of the current process that was not fully automated. LEADS created a new missing person code, JA, to automatically notify law enforcement agencies in the county of entry and adjacent counties, OSHP, and the AGO of endangered missing child alerts. The change was deployed on July 31, 2025.

I. Airbag Deployment Notification Pilot: Jeremy Hansford stated that ODOT approached LEADS regarding a SMART Grant project with the USDOT. The project would automate airbag deployment notifications from vehicles to the communication center with jurisdiction. The dispatch centers would need to be programmed for the ALQ/ALR and opt in to receive the notifications. The Delaware County Communications Center was selected as the site for a proof of concept.

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.

The next LEADS Steering Committee meeting will be April 14, 2026, at 10:00 am in the Atrium.

MOTION: Resolved that the November 2025 Steering Committee meeting be adjourned.

Motion: Sheriff Hafey
Second: Chief Lewis
Voting: Passed unanimously