

○ **Call to Order**

Lonnie Grabowska called to order the North Dakota Criminal Justice Information Sharing (ND CJIS) Advisory Board Meeting at 1:31 p.m. on October 19, 2023 at the Office of Attorney General 17th floor conference room in the Capitol building, and via Microsoft Teams Meeting audio/video teleconferencing.

○ **Attendance**

- ND CJIS Advisory Board Members present: Lonnie Grabowska, Lonny Bosch, Frank Senn, Kara Schmitz Olson, Sally Holewa, Frank Senn, Darin Anderson, Russ Buchholz, Corey Bristol, Amy Vorachek
- ND CJIS Advisory Board Members absent: Bill Macki, Michael Gregg, Adam Dvorak
- Visitors present: Katelyn Real, Jennifer Moeller
- Staff present: Heidi Smith, Annette Klein, Mykala Senner, Kyle Larson, Sara Clark, Tanner Frohlich

○ **Approval of Previous Meeting Minutes**

Motion to Approve: Darin Anderson

Second: Kara Schmitz-Olson

Abstains: None

Motion carried unanimously.

○ **User Access Updates**

○ User Access Appeal

- Katelyn Real (ND Radio Communications) appealed the revocation of CJIS Portal access. The board recommended granting the appeal and reinstating Katelyn's CJIS Portal access.

○ User Access Denial

- Taylor Groth – Burleigh County State's Attorney
 - Simple Domestic Assault
 - Individual resigned from the agency 10/17/2023

○ User Access Suspension

- Peyton Jerome – Pembina County Sheriff
 - Second Offense DUI
 - Individual resigned from the agency 8/17/2023

- Savon Flansburg – Stanley PD
 - Temporary Protection Order
 - Individual resigned from the agency 9/22/2023
- User Access Revocation
 - Katelyn Real – ND Radio Communications
- User Access Reinstated
 - Sara Yantzer – Mercer County Sheriff
- User Access Monitoring:
 - N/A
- Portal Access Request from Clay County – Minnesota
 - CJIS reported that management of accounts and reimbursement for the cost associated with granting Clay County access would be difficult
 - The board recommended that Clay County not be granted access to the North Dakota CJIS Portal

- **NARIP Update**
 - Heidi provided an update on NARIP projects.

- **CJIS Brief Status**
 - Budget: Annette Klein provided an update on the ND CJIS budget.
 - Projects: Annette Klein provided updates on ND CJIS projects.
 - Outreach: Annette Klein reported there continues to be significant contact with ND CJIS stakeholders.
 - Operational Status: Annette Klein reported the operations of each program are running smoothly.

- **Roundtable Discussion of Current Agency Projects**
 - Russ Buchholz: Nothing Reported
 - Sally Holewa: Nothing Reported
 - Lonny Bosch: Nothing Reported
 - Kara Schmitz Olson: Nothing Reported
 - Darin Anderson: Working on new training libraries for CAD systems & training visits to counties utilizing State Radio. Reorganization & realignment of agency has been completed.
 - Frank Senn: Nothing Reported
 - Corey Bristol: Nothing Reported
 - Amy Vorachek: DOCR director is retiring at the end of the year. Procuring a consultant for a potential new client management system.



Advisory Board Meeting
October 19, 2023 – 1:30 PM - 3:00 PM
Attorney General Conference Room
17th Floor, State Capitol
Remote Audio/Video: [701/328-0950](tel:7013280950)
Conference ID: [#1192477538](#)

- **Approval of 2024 Board Meeting Schedule**

Motion to Approve: Darin Anderson

Second: Kara Schmitz-Olson

Abstains: None

Motion carried unanimously.

- **Next CJIS Board Meeting**

The ND CJIS Advisory Board's next meeting will be held on January 18, 2024 at 1:30 pm.

- **Adjournment**

Lonnie Grabowska adjourned the meeting at 2:32 pm.