

- **Call to Order**

Dallas Carlson called to order the North Dakota Criminal Justice Information Sharing (ND CJIS) Advisory Board Meeting at 1:30 p.m. on January 19, 2017 at the Office of Attorney General 17<sup>th</sup> floor conference room in the Capitol building.

- **Attendance**

- ND CJIS Advisory Board Members present: Russ Buchholz, Alan Ibach, Kara Schmitz-Olson (phone), Mike Lynk, Scott Steele (phone), James Remer (phone), Dan Sipes and Dallas Carlson
- ND CJIS Advisory Board Members absent: Brandon Solberg, Sally Holewa, Keith Schroeder and Amy Vorachek
- Visitors present: Larry Zubke
- Staff present: Molly Goebel, Heidi Smith, Matt Engel, Sommer Hunke and Vanessa Royball

- **Approval of Previous Meeting Minutes**

Motion to Approve: Russ Buchholz      Second: Mike Lynk

- **Juvenile Felonies Prohibit ND CJIS Portal Access**

A Portal applicant has a juvenile felony on his record. Molly Goebel and Dallas Carlson consulted with AG legal counsel on whether a juvenile felony is an appropriate basis for denial of Portal access. Counsel indicated that the ND CJIS administrative rules do not distinguish between adult and juvenile felonies; as such, a juvenile felony should be treated the same as an adult felony. The ND CJIS Advisory Board discussed the issue and agreed that known juvenile felonies are a basis for denial.

- **User Access Updates**

- Denials
  - Alex Price (Williams Co. Jail) – ND CJIS has not yet received an appeal.
- Revocations
  - Gary Schwartzenberger (McKenzie Co. Sheriff's Office) – the revocation is based on suspension as Sheriff of McKenzie Co. by Governor Dalrymple in November 2016.
- Monitoring
  - Michael Schmitz (McKenzie Co. Sheriff's Office) – ND CJIS is no longer monitoring, because he has been terminated.
- Usage Inquiries

- Elaine Dvorak (Dickinson Municipal Court) – DOT provided clarification on appropriate use of Portal information; a warning letter will be sent and training information will be provided.

- **CJIS Brief Status**

- Budget: Molly Goebel provided an update on the ND CJIS budget. There are no budget concerns for the current biennium at this time.
- Projects: Molly Goebel and Heidi Smith provided updates on ND CJIS projects.
- Outreach: Heidi Smith reported that there continues to be significant contact with ND CJIS stakeholders.
- Operations: Heidi Smith reported that overall the operations of each program are going smoothly. Many projects have been completed this biennium thus far.

- **Roundtable Discussion of Current Agency Projects**

- Russ Buchholz (DOT): DOT is working with MorphoTrust and ITD to get Real ID implemented by 2018. Three kiosks are in place and being used.
- Alan Ibach (NRG/Association of Counties): Association of Counties is implementing technology for McKenzie County's new law enforcement center.
- Mike Lynk (State Radio/DES): DES is monitoring DAPL, as well as House Bill 1108 and Senate Bill 2106.
- Scott Steele (Golden Valley Sheriff's Office/ND Sheriffs & Deputies Assoc.): ND Sheriffs & Deputies Association is monitoring the legislative session; local law enforcement is faced with similar budget pressures as the State.
- Jim Remer (Grand Forks PD/League of Cities): The PremierOne Law Enforcement Records Management System Go-live has gone smoothly; the interface is due to be completed today.
- Kara Schmitz-Olson (Cass Co. State's Attorney/ND State's Attorney Assoc.): Nothing to report
- Dan Sipes (ITD): ITD is monitoring HB 1178 and SB 2204 for possible funding for SIRN. ITD will provide the Legislature with a SIEC report.
- Larry Zubke (Courts): The courts are implementing a pilot of the electronic warrants system in Grand Forks and Nelson County. The courts recently completed a full day live testing of the new disaster recovery system successfully.
- Dallas Carlson (BCI): BCI is watching many bills. The new case management system went live on January 1, 2017. The Rapid ID project is progressing.

- **Next CJIS Board Meeting**

The ND CJIS Advisory Board's next meeting will be held on April 20, 2017 at 1:30 pm.

- **Adjournment**



**Advisory Board Meeting**  
January 19, 2017 – 1:30 PM - 3:00 PM  
AG's New Conference Room, 17th Floor  
State Capitol

Dallas Carlson adjourned the meeting at 2:35 p.m.  
Motion to Adjourn: Mike Lynk                      Second: Alan Ibach