

- **Call to Order**

Sally Holewa (Acting Chair) called to order the North Dakota Criminal Justice Information Sharing (ND CJIS) Advisory Board Meeting at 1:31 p.m. on April 20, 2017 at the Office of Attorney General 17th floor conference room in the Capitol building.

- **Attendance**

- ND CJIS Advisory Board Members present: Russ Buchholz (phone), Alan Ibach, Kara Schmitz-Olson (phone), Scott Steele (phone), Dan Sipes, Sally Holewa and Amy Vorachek
- ND CJIS Advisory Board Members absent: Mike Lynk, James Remer, Brandon Solberg and Dallas Carlson
- Visitors present: Larry Zubke, Linda Praus, Callie Wachendorf and Lyle Ripplinger
- Staff present: Molly Goebel, Heidi Smith and Vanessa Royball

- **CJIS Advisory Board Changes**

- Welcome to the new North Dakota CIO Shawn Riley.
- There will soon be a new representative from the Chiefs of Police Association of North Dakota.

- **Approval of Previous Meeting Minutes**

Motion to Approve: Alan Ibach Second: Scott Steele

- **User Access Updates**

- Denials
 - Alex Price (Williams Co. Jail) – ND CJIS has not received an appeal.
- Appeals
 - Troy Miller (Mountrail Co. CC) – Troy Miller's appeal will be held over to 7/20/17 Board Meeting as he is having trouble obtaining some documentation due to age of the offenses.
 - Megan Bradford (McKenzie Co. CC) – Megan Bradford's appeal will be held over to 7/20/17 Board Meeting due to a medical issue.
- Revocations
 - Jon Barnett (Devil's Lake PD) – Jon Barnett's ND CJIS Portal access has been suspended because he was placed on Administrative Leave by the City Commission.
- Usage Inquiries
 - NDDOT has asked for review of four CJIS Portal Users. ND CJIS staff is reviewing the logs and requesting more information.

- **NARIP**

- Molly Goebel discussed the NICS Records Improvement Plan (NARIP) and the ND CJIS Advisory Board's advisory role.
- There was no objection to including the NARIP project as a standing item on the Board's agenda until the project is completed.

- **Marsy's Law SAVIN Gaps**

- Molly Goebel provided summary information about potential general funding to help SAVIN notifications meet Marsy's Law requirements.

- **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 there continues to be significant contact with ND CJIS stakeholders.
- Operations: Heidi Smith reported that overall the operations of each program are running smoothly. Two staff positions coming open will be filled soon. Sally Holewa asked about staff departures. The ND CJIS Advisory Board discussed suggestions for staff recruiting.

- **Roundtable Discussion of Current Agency Projects**

- Alan Ibach (NRG/Association of Counties): McKenzie County's new law enforcement center project is complete.
- Scott Steele (Golden Valley Sheriff's Office/ND Sheriffs & Deputies Assoc.): Nothing to report.
- Kara Schmitz-Olson (Cass Co. State's Attorney/ND State's Attorney Assoc.): Nothing to report.
- Larry Zubke (Courts): Regular meetings on the E-charging project.
- Amy Vorachek (DOCR): DOCSTARS 2.0 is live and running, staff is in need of training. The FBI number is not showing in the Portal and providing the number is something on which DOCR is audited.

- **Adjournment**