



Advisory Board Meeting
July 18, 2024 – 1:30 PM - 3:00 PM
Attorney General Conference Room
17th Floor, State Capitol
Remote Audio: 701/328-0950
Phone Conference ID: 190847289#
Video Conference: teams@join.nd.gov
Video Conference ID: 1177583206

○ **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 July 18, 2024, 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, Kara Schmitz Olson, Russ Buchholz, Sally Holewa, Adam Dvorak, Frank Senn, Darin Anderson
- ND CJIS Advisory Board Members absent: Corey Bristol, Michael Gregg, Amy Vorachek, Bill Macki
- Visitors present:
- Staff present: Annette Klein, Mykala Senner, Sara Clark, Tanner Frohlich, Kyle Larson

○ **Approval of Previous Meeting Minutes**

Motion to Approve: Russ Buchholz

Second: Sally Holewa

Abstains: None

Motion carried unanimously.

○ **User Access Updates**

- User Access Appeal
 - Kaylynn Moss (Burleigh County State’s Attorney) appealed the denial of CJIS Portal access. The board recommended granting the appeal and approving Kaylynn for CJIS Portal access.
- User Access Denial
 - Kaylynn Moss (Burleigh County State’s Attorney)
 - Simple Assault - Domestic Violence – May 2010
- User Access Suspension
 - N/A
- User Access Reinstated
 - N/A



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- Portal Access Request from Legal Counsel for Indigents
 - Jonathan Vanderhoef (Criminal Defense Attorney) has requested access to the CJIS Portal to more easily obtain information related to his cases.
 - CJIS is researching eligibility for this agency. The CJIS Advisory Board will provide a recommendation when more information is available.

- **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
 - Adam Dvorak: Nothing Reported
 - Sally Holewa: Digital Evidence Management System demos will be scheduled soon
 - Frank Senn: Nothing Reported
 - Lonny Bosch: Nothing Reported
 - Kara Schmitz Olson: Nothing Reported
 - Darin Anderson: Requests to publish Unit book, possibly in the Portal somewhere
 - Lonnie Grabowska: Preparing for upcoming legislative session

- **Next CJIS Board Meeting**

The next ND CJIS Advisory Board meeting will be held October 17, 2024 at 1:30 pm.

- **Adjournment**

Motion to Adjourn: Lonny Bosch Second: Kara Schmitz-Olson

Abstains: None

Motion carried unanimously.



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Lonnie Grabowska adjourned the meeting at 2:13 pm.