

**BOARD OF THE PUBLIC SAFETY & SECURITY INFORMATION SYSTEM  
(ILETS)  
Meeting #139**

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The Public Safety & Security Information System (ILETS) Board convened in person on November 1, 2023 at 1:00 p.m. at ISP HQ, 700 S Stratford Dr, Meridian, Idaho Conference Room 1.

**Board Members Present**

Sheriff Mike Hollinshead, Elmore County Sheriff's Office (Chairman)  
Sheriff Shaun Gough, Gooding County Sheriff's Office (via Teams)  
Chief Bryce Johnson, Idaho Falls Police Department (via Teams)  
Major Matthew Smith, Idaho State Police (ISP)  
Colonel Kedrick Wills, Director, Idaho State Police (ISP)

**Non-Members Present**

Leila McNeill, Chief ISP Bureau of Criminal Identification (BCI)  
Sandy Kelleher, Operations Officer (BCI)  
Alana Minton, ISP Deputy Attorney General  
Joann Hall, Administrative Assistant 1 (BCI)  
Kayne Tisdale, IT Manager IV (BCI)

**Board Members Not Present**

Chief vacant seat due to retirement October 19<sup>th</sup> 2023

**I. Opening**

**1) Call to Order**

Chairman Sheriff Mike Hollinshead called the meeting to order at 1:03 pm

**2) Silent Roll Call of Board Members**

A roll call was conducted. All Board members but 2<sup>nd</sup> Chief seat were present in person or via Teams. Quorum achieved.

**3) Introduction of new ISP ILETS Board member, Major Matthew Smith**

**4) Approve minutes from the April 17, and July 28, 2023 meetings**

- a) Action Item—Vote to approve minutes from April 17, and July 28, 2023 meetings.
  - i. Chairman Hollinshead called for a motion, Sheriff Gough moved to approve both the April 17, and July 28, 2023 minutes. Colonel Wills seconded the motion.

Votes in favor: 5

Votes against: 0

Motion passed

## **II. Informational - Updates on Non-ILETS Projects**

### **1) Criminal Justice Subscription Notification Service update**

To implement a subscription service for criminal justice purposes for IDOC to subscribe to a supervisee's prints in the FBI database, upon a subsequent arrest and a hit on those prints, a subscriber would be notified. This will also be available to criminal justice agencies. We have received appropriations to move forward; now that the switch migration has been completed, we can move forward.

We will prioritize the remaining projects with the software vendor to get these done as soon as possible.

### **2) Criminal History Record Sealing**

This is in the list to be completed now that the switch has been completed. The bulk of this will be on the court side of this project. Most programming issues and responsibility falls on the court. The individual must petition the court to have a single record/arrest event sealed.

We plan to add automation to our programming to redact the sealed information on a person's rap sheet as specific by law. All LE personnel can still view any sealed criminal history, including for CWLs and purpose code I. Licensing, housing, or employment purposes would NOT be able to see.

Statute 67-3004 (11)(b) includes a list of convictions that would not be considered for sealing.

Updates to our criminal records database will also include a mechanism for unsealing records. The vendor has the discovery; we are waiting for the SOW, which should be worked on in the next month or so and will take about 6-9 months to complete. We currently have a manual way to do this, but we are looking for an automated way to accomplish this.

### **3) Biometric Image Comparison functionality through ABIS**

ISP has been working on implementing the capability to run biometric Images for LE (facial, face photos). NEC America has completed testing on our side, and the FBI is waiting for us to make the functionality available on their side once they receive a copy of our policy. The Policy is in the queue to be reviewed at this point. The 4 Fingerprint Techs in BCI have or will be trained by the time this is implemented. This allows LE agencies to submit biometric images for BCI to search against the FBI interstate photosystems, which is comprised of mugshot photos only. The searches must be requested as part of an active criminal investigation, or the subject of the search is incapable of identifying themselves. The agency will be required to sign a user agreement with ISP to participate, and results will be only in an investigative lead, not a match to a person. Once we have the approved policy, LE will be notified to let them know this is available and how to sign up for it. We also have a secure method to disseminate results

with Microsoft 365; we can encrypt that response through email without creating another secure site or other option.

Sheriff Hollinshead asked if the biometric was being challenged. Alana stated she would check on that.

#### **4) Missing Persons Clearinghouse and Endangered Missing Person Alert**

The vendor is about halfway through the missing person clearing house update. We have the appropriation approved, and about 97 % of the discovery is complete; we are just waiting for verbiage. We have already started to work from the SOW, the front end is complete, and CPI will start working on the back end soon. This should be done in 3-6 months once things are signed. We already have a manual way to alert. This will make it automated, like the blue and amber alert.

### **III. Old Business**

#### **1) Circuit “last mile” contracts/SD WAN, Router replacement project update**

The contract with our last vendor, Hypercore/Nitel, has been terminated. We have paid them for services rendered and have concluded our business with them. In September, we received approval from the state Department of Purchasing for an exemption to move forward with a new vendor, Syringa. We have received an initial quote from them. All but 4 sites, 2 Nez Perce tribal sites, Mountain Home Air Force Base (MHAFB), and Owyhee County that they are still working on. We are waiting on quotes from tribal internet and have a solution for Owyhee County. Syringa is having trouble getting access to the MHAFB; they are looking at talking to the base’s federal group to get the connection information they need to get in. Syringa sent an agreement that Legal and Purchasing is currently looking at and we hope to have the edits done by the end of the week.

ISP was able to work with the military division and get the microwave backup for ITD up and running at the Chinden location. They are now working off their microwave connections. We are going to decommission the current Syringa line at the State Street location. Trevor put in the disconnect today. Everyone else is on the microwave connection. Once we have the agreement from Syringa we will be able to get all of the primary connections re-established.

Chief Hollingshead has a monthly meeting with the Wing Commander, if Syringa needs help, reach out to him, he will inform the Wing Commander.

Alana has a good relationship with their legal counsel.

Leila will talk with Jeff at Syringa and see if he still needs assistance.

#### **2) Switch replacement and conversion to Linux**

The switch migration to Linux platform was completed on September 17<sup>th</sup>, there were a few issues, but they have been resolved by CPI.

We need to work on a Disaster Recovery (DR) site. We discussed replacing the Meridian and Coeur d’Alene switches several years ago when the switch migration project was originally pitched. We had our DR backup in Coeur d’Alene, and we discussed replacing both site’s equipment. We then had the crash and didn’t have the funds to replace them simultaneously. The decision was made to do only the Meridian site and work on the DR afterward. We are investigating possibilities of implementing the DR in the cloud with either our switch vendor

CPI hosting in Illinois or Nlets in Arizona. We have some discussions going, Sandy is talking with Nlets, and we have a meeting with CPI regarding costs and logistics. The way that IT is going here, we do not have the personnel to manage more ISP hardware. This would take it out of IT's responsibility and put it on the vendor for all the hardware and programming. Our information would be going back and forth, we would like to have a hot DR to allow us to cut over to the secondary site and back to the primary to make it a true DR. They would be both active and up to date on the information, this would allow us to not worry about the things that have happened in the recent past. We are hoping this will be less expensive in a cloud solution vs on-premise hardware We will be looking into grant money to pay for this, because the ILETS funds are healthy but may not have enough to cover the costs.

### **3) All system upgrades through CPI**

Some other projects that have been on hold waiting for the switch are, moving all of our message keys to an XML format and updating to our applicant unit portal, connecting Parks and Rec for boat and snowmobile searches through ILETS queries'. We will be working on an interface for the Sheriff's Office to have Sex Offenders pictures to be sent to us which will be automatically uploaded into the SOR database. There are many things still waiting, and we will be starting on them now that the switch is done. We think most will be able to be finished within the calendar year 2024.

### **4) Temporary rule and ILETS fees increase**

In your packet, you will see the new temporary rule; the only thing that was changed was the fees. It has been published in the Administrative Rules bulletin. We are ready to go to the legislature again. We have started to bill at the new prices, and we had a few agencies calling regarding the fee increase; this was the billing offices, not the sheriff, chief, or TACs.

Sheriff Gough stated he informed them that they were informed last year and this year.

This will have to go before the Legislature again this year; it may be wise for the board to reach out to their judiciary chairs to explain to them what ILETS means to Law Enforcement (LE). To do this as early as possible so we do not come across the same issues this year as we did last year.

Leila is willing to create talking points if requested.

Colonel Wills suggested all the board members should get a copy of the talking points and would like to see others show up to the legislature this year.

Leila thinks this would be very helpful, that way the legislators have a better idea of what ILETS is and why it is necessary to increase the fee and how it is currently structured.

Chief Johnson suggested maybe list the dollar amount that ISP pays to show everyone how much ISP actually pays. The current spreadsheet gives the appearance that the city and counties are paying but ISP is not. It breaks it down by percentage, the higher ones seem to be the counties, there seems to be a large difference at the mid-size counties. It looks as if the midsize counties are paying close to the same amount as the larger counties. Maybe look at the percentage caps.

Colonel agrees that we need to show how much ISP is paying.

Leila said she would get updated numbers from FSO on how much we spent last year and update the spreadsheet. And also check the numbers to make sure we are on par.

Sheriff Hollinshead requested we double-check the numbers and make sure there are no mistakes on the figures. And send out an email to confirm they have been looked at.

#### IV. **New business**

##### 1) **Violent Person File**

This is a file in NCIC, and the FBI is making a concerted effort to add individuals to the national files for specific instances. Sandy Kelleher: the FBI has instituted an Officer Safety Task Force for the Violent Person File (VPF). Our goal is to improve officer safety. There are four different categories that the violent offender can be entered under. Multiple agencies can enter one person. The top three categories fall under, the Homicide of a LE officer, the Homicide of anyone else, and the violent person with a weapon. The last one is if they made threats to an agency and it has been investigated and is found that they could carry that act out. Sandy had the FBI do a search to see how many were already included in the VPF for Idaho; they found 44. When we ran a list from the criminal history system for all individuals that have been convicted of crimes that would meet the VPF criteria, we found over 35,000 that should be in the system. The FBI is pushing to do batch entries, the local agencies will need to enter them under at least #4, but we can do batch entries. We looked at the last 5 years, and about 850 were in July alone. We will break the batches up into 70/month. Once they are entered, we will start adding the new ones and past ones. This will take us years to get us to where we need to be but for officer safety it is important.

Sandy sent out a survey to ask local law enforcement agencies how they perform a traffic stop and have received it. The questions were: **Routinely**, do you search any databases **prior** to engaging the individual based on a query of the license plate? If you do search other databases routinely before engaging, do you search the license plate against DMV **only**, or do you search both DMV **and** NCIC for vehicle/license plate hits? Is an NCIC (wanted person) **person inquiry automatically** searched for you by the computer based on DMV registered owner (“RO”) information in your State/agency?

Sheriff Hollinshead requested Sandy to send the survey back out to him.

##### 2) **ILETS Conference 2024 dates**

We are scheduled for April 30- May 1<sup>st</sup> with the board meeting the 29<sup>th</sup> in the afternoon at the Riverside Hotel. Mark your calendars for the afternoon of the 29<sup>th</sup> and the morning of the 30<sup>th</sup> to be introduced at the conference. We did send out a “save the date” if you did not receive it, please let us know and we will get another one out to you.

Sheriff Gough would like it sent out to him. Sheriff Hollinshead will get there on the 28<sup>th</sup> and will be on-site for the entire conference.

It was suggested that Debbie @ Canyon County provide training to other counties on how to enter Sex Offender information in the Sheriff’s software (Offender

Watch) so it comes over to our system correctly. Unsure if this would be a breakout or find a room before or after.

**3) 2024 FBI Audits**

We are coming up on the FBI Audits. The FBI will be in Idaho the week of May 13<sup>th</sup>. Either our audit team or the FBI will notify you if your agency is on the list for an audit. I have been told their focus will be on the State, and will only be visiting 2 or 3 local agencies in each area (east, north, southwest/central).

Chief Johnson asked how the FBI decides who to go to.

Leila stated the larger counties almost always get picked, and then some of the smaller ones will be chosen randomly. We may actually recommend them to visit some.

Sandy stated that the FBI auditors need to review a certain percentage of files. For example, they have to review 20% of missing person's documentation or something along those lines.

**V. Executive Session**

**No session**

**Adjourn Meeting.** Chairman Hollinshead entertained a motion to adjourn. Sheriff Gough moved to adjourn motion was seconded by Colonel Wills.

Votes in Favor:5

Votes Opposed: None.

Chairman Hollinshead adjourned the ILETS Board meeting at 1:53 pm.

Meeting minutes submitted respectfully,

Joann Hall