

BOARD OF THE PUBLIC SAFETY & SECURITY INFORMATION SYSTEM

(ILETS)

Meeting #147

The Idaho Public Safety & Security Information System (ILETS) Board convened in person and virtually on April 20, 2026, at The Riverside Hotel, 900 W Chinden Blvd, Garden City, ID 83714.

Board Members Present

Sheriff Mike Hollinshead, Elmore County Sheriff's Office (Chairman) Sheriff Shaun Gough,
Gooding County Sheriff's Office – via Teams
Chief Allen Fullmer, Rigby Police Department
Chief Bryce Johnson, Idaho Falls Police Department – via Teams
Lt. Colonel Fritz Zweigart, Proxy for Colonel Bill Gardiner, Director, Idaho State Police (ISP)
Major Matthew Smith, Idaho State Police (ISP)

Non-Members Present

Leila McNeill, Chief ISP Bureau of Criminal Identification (BCI)
Rachel Kolts, ISP Deputy Attorney General
Joann Hall, Administrative Assistant 1 (BCI)
Sandra Kelleher, Operations Officer (BCI)
Ross Houck, Technical Operations Manager (BCI)
Christine Otto, Financial Executive Officer (BCI)

I. Opening

1) Call to Order

- a) Chairman Sheriff Mike Hollinshead called the meeting to order at 02:04 P.M.

2) Silent Roll Call of Board Members

- a) A roll call was conducted, Lt Colonel Zweigart, proxy for Colonel Gardiner. All Board members were present. Quorum achieved.

3) Approve Minutes from the October 27, 2025, meeting

- a) Vote to approve minutes from the October 27, 2025, meeting
 - i. Chairman Hollinshead called for a motion, Sheriff Gough moved to approve the October 27, 2025, minutes. Chief Fullmer seconded the motion

Votes in favor: 6

Votes against: 0

Motion passed

II. Informational

1) Criminal Justice Notification and Subscription Service

This is the program that allows IDOC Probation and Parole, as well as Law Enforcement, for active cases to subscribe to a supervisee's fingerprints and the FBI Next Generation Identification. Once the person has been fingerprinted and those prints have been submitted to the FBI, the FBI generates an identifier. The probation or parole officer, or law enforcement agents with active cases, can now subscribe to those prints. If the

offender is arrested outside the jurisdiction, they will receive a notification alerting them to the arrest, a hit notice, and a criminal history record from that arrest. This will allow the probation or parole officer or law enforcement agent to be able to determine if the arrest or event would conflict with their supervisory criteria. There will be no cost, just time to get the information entered and subscriptions completed. IDOC has received around 100 notifications since we started through January.

It took a while to get this all set up and smooth out the kinks, but it is up and running. If you have any questions from probation and parole in your area, you can send them to BCI and we will help them out.

2) Mobile Livescan Grant Project

We received federal grant funds for a mobile livescan pilot project. 40 mobile devices will be allocated to ISP, and 15 for external partner agencies statewide. The project has been delayed due to not having spending authority for the grant funds. Amy Vezzoso, the criminal history records supervisor, has already been working with the vendor on pre-purchasing the devices so we can get started as quickly as we can after July 1.

It is the hope that these devices will increase the arrest information that is not sent to BCI on cite and release events currently.

We have attempted to update the administrative rule to clarify that both prosecutors and the courts have the authority to order fingerprinting when an offender appears in court without record of the arrest information pertaining to that event.

3) 67-3008 and 67-3008A updates

Last fall, we talked about our criminal history dissemination data sharing statute, 67-3008, which allows governmental agencies to submit fingerprints for licensing employment, which would include local non-governmental ordinances. During the 2021 FBI audit, the FBI auditor suggested that it would be good practice to put language in statute providing authority for those private non -governmental entities, that are using the National Child Protection Act, to run fingerprints for volunteers and employees. Both ISP's legal counsel and I felt the language fit under IdC 67-3008. With the addition of that language in our approved umbrella statute, it was then out of compliance with the National Crime Prevention and Privacy Compact Act. The Office of General Counsel, Criminal Justice Information Law Unit (CJILU) stated Idaho needed to remove the NCPA language from that statute. We created a new subsection, 67-3008A, and we worked with a state representative to take it to the legislature this year. 67-3008A allows non-criminal justice entities that are serving those vulnerable populations to be able to submit fingerprints for licensing or employment. It passed and will go into effect July 1, 2026.

This will allow our umbrella statute to go back to the way it was and will be compliant with the Compact.

4) WIN ABIS upgrade/cloud

Idaho is part of the Western Identification Network (WIN). It is an eight-state collective for our fingerprint database for our Automated Biometric Identification System (ABIS). The database is on on-prem servers in Rancho Cordova, California and a backup in Irving, Texas. The vendor, NEC America, has been moving a lot of their other customers to a cloud environment. It's a lot less expensive for server maintenance and it's a lot easier for them to make changes globally.

We've been through a negotiation with NEC over the last year, and WIN has enough funds. All 8 states pay based on their usage of the system. The funds that we all have invested into WIN is not allowing us to absorb costs like this for the next 10 years. This will benefit all the WIN states based on the way the technology allows the vendor to make improvements or changes in the cloud environment much more easily than the hardware-based system.

The timeline for the implementation is September of next year. They will be starting this year and in January they will start working state by state moving everybody to the new environment. They will not move the next one, until the current state is happy and everything is working as it should. We believe that Nevada is the first to move, we are anticipating that Idaho will be around the fourth or fifth in line, so around July or August of 2027.

III. Old Business

1) IT Updates

Ross Houck is our Technical Operations Manager for ISP and he will be presenting the IT Update.

I was promoted to Technical Operations Manager for ISP and maintain the CJIS ISO role and core responsibilities. My prior position, Information Security Engineer 1, has been filled by Matt Mennear, who is a prior ISO so he's got a lot of experience in it. He'll be maintaining a lot of the audit day-to-day functions, which will allow us to focus on a things that we've been struggling to prioritize and get addressed from a CJIS compliance standpoint.

We've had some recent growing pains with the ITS modernization of ISP and how it impacts ISP as a whole, but also ILETS. There have been about 3 months of struggles with ITS understanding the criticality of the ILETS Systems, as well as the sensitive nature of them regarding who can access systems and who can't. At this point the majority of the critical instances are being handled for ILETS in a prompt manner with the appropriate people accessing the systems and seems to be in line with what we're expecting for the ILETS side.

We do have an unresolved audit finding from our 2024 IT FBI Audit, relating to firmware validation. It was a request with ISP's IT department before the modernization, it was handed off to ITS when the modernization happened and then it was lost. It has been brought up again with ITS, however, there's an ongoing issue with ITS as far as the number of projects an individual agency can have and how they are prioritized. We're no longer competing within ISP for requests for things but also with all the other state agencies. We are working with ISP leadership who are taking it seriously and trying to work with ITS, but it doesn't seem we will have an immediate resolution on this. I expect this finding to be unresolved for the next three to six months at least.

As I indicated, there were some struggles when ITS first took over, however, most things have been addressed, including quick responses to work on the Merokis, the devices that connect all the subscribing agencies to ISP. The firewall work has been pretty quick.

Buhl PD was moved from their old location to a new location with minimal problems. We do not have any other planned activations or moves at this point, but that can always change.

We're doing discovery for a Disaster Recovery (DR) system for the message switch in the cloud. Discovery starts on Thursday and the FBI has announced a new IT audit

process. The new one is, and Leila will correct me if I'm too far off, every agency gets audited for the first third of the CJIS Security Policy the first year, and then the next year will be the second third, and the next year the final third of the overall CJIS compliance. Before it would be 25-30 questions at most, and now it's likely to be close to 100 per audit. So we're still trying to understand how that's going to be, but fortunately, we're already started working with a number of agencies, and they've gotten used to the larger audits.

Matt and Ross (sic) are working on training initiatives related to management control agreements (MCA), which is the responsibility of criminal justice agencies (CJA). CJA's must have an MCA when they have IT services from a Governmental agency. It establishes that the CJA is the party in charge of compliance, rules and policies about their equipment. So, Mayberry PD does not have their own IT Staff, they have to rely on the Mayberry City's IT Staff, you then need an MCA with the city of Mayberry. The MCA establishes that the CJA sets the policy relating to their IT equipment that touches CJI. Our prior audits have discovered that a number of agencies didn't have those MCA in place. So we're going to do education outreach on that topic to help people get those enacted to allow the agencies to be more empowered rather than handcuffed.

2) ILETS Control Center Staff

In December, we added two new employees, they are now working independently, so we have been fully staffed since December. We received a resignation this week, so we will be going through the hiring process again. **Information Security Engineer.**

As stated earlier, my prior position has been filled by Matt Mennear. He was hired about a month and half ago. He has hit the ground running, a lot has changed in that last five years since he left regarding the state IT security policy. When he left, it was 175 pages and now it's 451 pages. He is working on preparations for audits of state criminal justice agencies. That is his primary focus right now, along with managed control agreement training.

IV. New Business

1) BLM

As you recall, the board voted on allowing BLM to have access to ILETS. We got the Syringa circuit, and microwave connections activated. But they are having issues on their side getting connected. The Syringa circuit has been active for a year, and BLM is still struggling with their firewall connections. I received a question from David Robertson, stating "The BLM has run into issues with our IT department allowing us access to gather information from ILETS. Specifically, it has been an issue trying to get through our federal firewalls to all ILETS Access. As it currently stands, we cannot access any of the ILETS features that we are paying for. Is there any way we can pause ILETS billing until we troubleshoot the issues with our IT department and allow access?" This is the question for the board.

Ross mentioned that he has offered to try to walk them through it and help them get into it, but they have not contacted him yet. So, the question to the board is, do you want to disconnect the Syringa circuit until they are ready? Both the circuit and the microwave are active, but they still can't get through to either. We can turn the Syringa circuit off, which I have an email into them about Disconnect and reconnect. My understanding, from the contract, from what I've read, it looked like if you disconnect within the first 12 months, then ILETS would owe the remainder of whatever time was left on those 12 months, and

then that would be it. It wouldn't be a full 3-year commitment, just that first 12 months. Syringa is looking at the contract and will get back to me. We can either do that or ILETS can hold off billing and bill them later or whatever the board wants to do. Their monthly billing is \$750.00 for access and \$312.50 for usage. It would cost ILETS \$937.50 to disconnect it. We wouldn't reconnect until BLM finishes getting through the firewall, but they would still be able to use the microwave to test connectivity. Once that is all set up, we could restart the Syringa connection. Action Item-- Vote on BLM circuit question

- i. After board discussion Chairman Hollinshead called for a motion. Chief Johnson Motioned to honor the contract and decline the request to waive the fee., Major Smith 2nd.

Votes in favor:6

Votes against: 0

Motion passed

2) ILETS Budget Analysis Review

Christine Otto is our Chief Financial Officer for ISP and she's here in place of Lisbeth who is our Budget Analyst. In the past the budget analyst has put together the ILETS budget analysis for our April meeting, and we've shown where all the costs and funds are coming from.

Over the last two or three years, I think 80% of financial services positions have turned over, so we lost a lot of institutional knowledge and understanding of how ILETS works and how ISP pays for our portion of ILETS support. I have been working with Lisbeth and Christine to try and get some numbers for this meeting. I know it's not where it needs to be, but its showing actual. So when ITS came in and did their centralization in June of 2025, we had half a year with IT support at ISP and then half a year of support at ITS. We were billed in December or January for ITS. We don't have the same number of people that are supporting ILETS day-to-day at ISP.

Christine Otto discussed the methods and numbers used to calculate yearly expenses paid by ISP as the agency's 'in-lieu-of' support of ILETS. She provided a spreadsheet with yearly costs for fiscal years 2025, to-date for 2026, and anticipated costs for 2027. Board members expressed concerns that the removal of the license plate expiration sticker will increase the costs of usage. We do not anticipate any difference across the board, because everybody will be having to check all the vehicle plates more often. We will be running some numbers at the end of June and compare them to 6 months later and see if there is a noticeable increase and whether it affects only certain agencies.

We wanted to let you know too we will have to replace our switch in the next two to four years. We replaced it in 2021. We are estimating it to be around a million dollars. The fund is healthy right now; Technology costs will most likely continue to rise over time.

3) ILETS Audit schedule/FBI audit in 2027

We have been informed that we should have a schedule from the FBI audit team sometime in October. They are still working through the changes.

As for Criminal History reviews/audits, Idaho Falls has a criminal history review May 18-22, 2026. Gooding has an ILETS Audit July 13-17. Elmore County has a criminal history review March 17-18, 2027.

4) FBI IT Audit

The IT audits are more self-reporting now, because they are not going to go out and actually visit 40+ sheriff's departments, 10 metro PD's and the like. So, an audit gets filled out that we upload, process and review. We still have our obligations to go out and do our checks.

5) Elect new Chair

The bylaws that were recently approved say that the board will elect a new chair every year. Sheriff Hollinshead informed the board that he had to make a hard decision and has since resigned from the APB Western Working Group, as well as the subcommittees for the Sheriffs Association (SA) He felt his time was better spent with his agency. He would like to still be on the board and will gladly take the chair again if that is the will of the board. Traditionally, the APB local representative has been the board chair. With Sheriff Hollinshead resigning from the APB, Idaho needs another individual to take his Local Representative spot. Leila went on to talk about what the commitment would be and how long and some logistics. Chief Johnson volunteered, Leila will notify the APB.

- a) Action Item: Vote on chair position
 - i. Chairman Hollinshead called for a motion, Major Smith motioned to keep Sheriff Hollinshead as chair, Sheriff Gough seconded.

Votes in favor:6

Votes against: 0

Motion passed

V. Executive Session

- 1) Convene Executive Session to consider records that are exempt from public disclosure as provided in chapter 1, title 74, Idaho Code. IdC 74-206(d).
 - a) No Executive Session scheduled

Chairman Hollinshead called for a motion to adjourn the meeting. Chief Fullmer moved to adjourn the meeting. Major Smith seconded the motion.

Votes in favor:6

Votes against: 0

Motion passed

ILETS Board meeting adjourned at 03:11 P.M.

Meeting minutes submitted respectfully,

Joann Hall