The Public Safety & Security Information System (ILETS) Board convened on November 1, 2018 at 10:30 am by teleconference.

**Board Members Present:**
Sheriff Shaun Gough, Gooding County Sheriff’s Office
Sheriff Eric Snarr, Minidoka County Sheriff’s Office
Colonel Kedrick Wills, Director, Idaho State Police (ISP)
Chief Jeff Lavey, Meridian Police Department
Major Charlie Spencer, Idaho State Police(ISP)

**Non-Members Present:**
Leila McNeill, Chief ISP Bureau of Criminal Identification (BCI)
Sandy Kelleher, BCI Operations Officer
Sharon Burford, Administrative Assistant (BCI)
Stephen Higgins, IT Systems Manager (ISP)
Merritt Dublin, Lead Deputy Attorney General (ISP)

I. **Opening**
   1. **Call to Order**
      Colonel Wills called the ILETS Board meeting to order at 10:30 am.
   2. **Roll Call of Board Members**
      Colonel Wills conducted a verbal roll call, Chairman Craig Kingsbury was unable to attend the meeting.
   3. **Approval of meeting minutes from April and June.**
      Sheriff Gough moved to accept the minutes of the April 23, 2018 and June 11, 2018 meetings. Sheriff Snarr seconded the motion. Motion carried.
   4. **Approval of meeting minutes from October.**
      Major Spencer moved to accept the minutes of the October 12, 2018 meeting. Sheriff Gough seconded the motion. Motion carried.

II. **New Business**
   1. **Fiber bandwidth issues** – Ms. McNeill explained the visuals the board had seen at the last meeting showing a significant increase in fiber bandwidth use. Mr. Higgins stated the current use would be considered saturation levels. Upcoming projects would further increase the use potentially causing significant overage fees for exceeding the current bandwidth allowance of 10mg. Mr. Higgins would recommend jumping to either a 50mg
or 100mg bandwidth. Mr. Higgins did not believe that any additional equipment would be needed in order to increase the bandwidth. The prices quoted are good for 36 months. Ms. McNeill had confirmed with FSO that there are adequate funds in the ILETS account to support the increased payments.

After board discussion, Sheriff Snarr moved to change the fiber bandwidth to 100mg. Sheriff Gough seconded the motion. The motion carried.

2. **Validation at the Switch** – Ms. McNeill stated that, for those agencies that use a CAD system, there is currently no way to identify the individual using ILETS to validate their certification. At the April 2018 board meeting the board asked the staff to conduct a survey of agencies using CAD. Ms. Kelleher shared the results of a survey of CAD users. For those who use Spillman and have a service contract, the necessary field could be added by the end of the year and there would not be additional fees. Computer Arts requested additional information. Ms. Kelleher believes any expense, if any, to agencies to provide the validation information would be minimal.

Major Spencer moved to require agencies using a CAD system to provide validation at the switch. Sheriff Snarr seconded the motion.

Further discussion by the board, determined there should be a time frame set for this requirement.

Major Spencer moved to amend his motion. Agencies using a CAD system provide validation at the switch no later than January 1, 2021. Sheriff Snarr seconded the motion. The motion carried.

3. **Meeting adjourned at 10:50 am.**