



Date: January 19, 2017

Time: 1:30 PM – 3:30 PM

Location: CATPA Office
 710 Kipling Street; Suite 106

Chair: Tonia Rumer
 Vice-Chair: Sheriff Steve Nowlin

Conference Call: Denver Metro (720) 279-0026 or Long Distance 1 (877) 820-7831
 Attendance Passcode: 948348#

Attending Board Members

- | | |
|---|---|
| <input checked="" type="checkbox"/> Tonia Rumer, Chair Person | <input checked="" type="checkbox"/> Robert Pace, Insurance Rep. |
| <input checked="" type="checkbox"/> Sheriff Steve Nowlin, Vice Chair Person | <input checked="" type="checkbox"/> Chief Michelle Marie Tovrea, Law Enforcement Rep. |
| <input type="checkbox"/> Jason Juarez, Insurance Rep. | <input checked="" type="checkbox"/> Jess Redman, District Attorney Rep. |
| <input checked="" type="checkbox"/> Judi Burk, Insurance Rep. | <input checked="" type="checkbox"/> Carole Walker, Insurance Rep. |
| <input checked="" type="checkbox"/> Ron Kammerzell, DOR | <input checked="" type="checkbox"/> Toren Evers-Mushovic, Consumer Rep. |
| <input checked="" type="checkbox"/> Deputy Director Mark Savage, CDPS | |

Attending CATPA Office Staff

- | | |
|--|---|
| <input checked="" type="checkbox"/> Robert Force, Director | <input checked="" type="checkbox"/> Charla Phagan, Office Manager |
| | <input checked="" type="checkbox"/> Kenya Lyons, Grant Manager |

Public Attendees

- | | |
|-------------------------------------|--|
| 1. Saul Larsen, DORA Policy Analyst | 4. Jan Janik, CDPS Compliance Unit |
| 2. Sgt. Matt Beaudin, CSP BATTLE | 5. Jennah Kitchell, CDPS Compliance Unit |
| 3. Ted DeRosa, CBI Project Director | |

Public Comment

None

Call to Order

The meeting was called to order at 1:40 p.m.

Introductions

Board members, CATPA Staff and public attendees introduced themselves.

Agenda Amendments

CBI Request for Grant Extension Modification.

- *A motion was made to approve the January 19, 2017 agenda with the additional item by Chief Tovrea*
 - *The motion was seconded by Sheriff Nowlin.*
 - *The motion passed unanimously.*

Standing Business

Approval of December 01, 2016 Board Minutes.

- *A motion was made to approve the December 1, 2016 meeting minutes as presented by Sheriff Nowlin.*
- *The motion was seconded by Ron Kammerzell.*



- *The motion passed unanimously.*
- *A motion was made to approve the December 15, 2016 meeting minutes as presented by Judi Burk.*
- *The motion was seconded by Bob Pace.*
- *The motion passed unanimously.*

Budget Reports

January 19, 2017 Operating Budget Report. Director Force provided a briefing to the Board.

- *A motion was made to approve the January 19, 2017 Operating Budget Report as presented by Jess Redman.*
- *The motion was seconded by Ron Kammerzell.*
- *The motion passed unanimously.*

January 19, 2017 Grant Budget Report. Kenya Lyons provided a briefing to the Board.

- *A motion was made to approve the January 19, 2017 Grant Budget Reports as presented by Chief Tovrea.*
- *The motion was seconded by Carole Walker.*
- *The motion passed unanimously.*

January 19, 2017 Running Balance Budget Report. Director Force provided a briefing to the Board.

- *A motion was made to approve the January 19, 2017 Running Balance Budget Reports as presented by Sheriff Nowlin.*
- *The motion was seconded by Ron Kammerzell.*
- *The motion passed unanimously.*

Grantee Updates

Update: CATPA Board Final Payment Resolution. Letters went out last week to all Project Directors and Partnering Agency Heads with the information that grantees must submit final re-imbursments 45 days after the grant closes.

Update: FY18 Grant Application Training. The FY18 Application opened on January 9, 2017 (posted to the CATPA website) and will close on February 6, 2017. A workshop was held for current grantees who will be submitting FY18 applications. It was noted that the Word format was preferred and the ability to add tables in the narrative is appreciated. Grant Interviews will take place March 15-16, 2017.

CATI Conference Training Request: Justification for Aurora Theatre Shooting Case Study. Director Force reviewed the CATI justification document with the Board. Upon discussion, Sgt. Matt Beaudin was asked for his observations of the request. Sgt. Beaudin responded that there is no downside to having this training because the primary mandate of all officers is to enforce the law. Having this training on how to respond to a mass event is helpful in having many officers trained in the same tactics and able to respond in a uniform manner. Sheriff Nowlin pointed out that the last paragraph of the CATI justification shows the use of ALPR systems and crime analytics often used in auto theft crimes and are primary tools used, as well as the fact that auto theft personnel had key roles in the Aurora Theatre Shooting Case to clearly show the tie to auto theft.



- *A motion was made to approve the Aurora Theatre Shooting Case Study for presentation at the CATI Conference by Jess Redman.*
- *The motion was seconded by Chief Tovrea.*
- *The motion passed unanimously.*

ATICC FY17 Budget Modification Request. ATICC requested \$33,600.00 in additional funds for contractual services provided by Planet Technologies to provide general technical support through the end of the grant period and to upgrade the ATICC website to allow automated generation of monthly reports and map areas.

- *A motion was made to approve the ATICC FY17 Budget Modification Request as presented by Ron Kammerzell.*
- *The motion was seconded by Bob Pace.*
- *Deputy Chief Savage abstained from voting.*
- *The motion passed unanimously.*

CBI Modification Request. Due to a delay in contracting by the CDPS Purchasing office, CBI is requesting an extension of the grant period so that the grant would extend from July 2016 to June 2018. An extension of funds is also requested so that CDPS Purchasing Office can approve the pending contract with the adjusted closing date. Director Force pointed out statutory authority for the Board to award grants from one to three years consistent with §42-5-211(3.a) C.R.S.

- *A motion was made to approve the extension of the CBI grant to close June 2018 as well as the current funds needed to complete the contract as presented by Ron Kammerzell.*
- *The motion was seconded by Sheriff Nowlin.*
- *The motion passed unanimously.*

New Business

Director's Report

CY17 CATPA Board of Directors Meeting Schedule. CATPA staff has presented a proposed meeting schedule for CY17 to include four meetings outside the Denver Metro area as recommended by the Sunshine Law and CATPA By-Laws. The out of metro area locations: Colorado Springs PD, Pueblo PD, Fort Collins PD and Grand Junction PD. The estimated cost: \$10,854.82 includes mileage reimbursement, per diem and lodging for all Board members and the CATPA staff.

Discussion points:

- Consider having one meeting during the CATI conference in Breckenridge as an opportunity to have Board members attend CATI and a Board meeting at the same time.
- Do not hold out of town meetings during the legislative session-May through July are good months.
- Summer months could cause quorum issues due to vacation schedules.
- It was noted that the meeting time on the suggested schedule should be 1:30 – 3:30pm.
- With enough publicity this could increase grantee and public participation.

The Board unanimously agreed to table this item so that staff can research some other locations and dates for the out-of-town meetings.

Update: CDPS EDO Legislative & Budget Reminders - EDO Stan Hilkey sent an email to all CDPS employees as a reminder of proper protocol for legislative inquiries as well as how one should not



represent any position on behalf of the Department during the Legislative Session. It was noted that these protocols also extend to the CATPA Board Members.

Update: CATPA CY17 Media Plan. Board Members agreed this is a good plan to have a consistent message out to the public.

- It was noted that #11 on the tip sheet should state: Never leave a child **or pet** unattended in your car.
- Can this information be used by other agencies? Yes since it has been approved by the Board.
- Another messaging source being requested by CSP Public Affairs and C-MATT is the VMS (Message Boards along highways) in cooperation with CDOT. Sheriff Nowlin noted he has access to 6 VMS Boards, so he would like to get the messaging being used by CDOT.

Update: CATPA Office CY17 Tactical Operation Plan (TOP). Director Force shared the CATPA Strategic Goals for CY2017 as presented to the CSP Command Staff.

Update: Request to Increase CATPA Spending Authority for FY18 – Director Force briefed the Board on his request with the CSP Financial Services Unit in an attempt to increase the CATPA Spending Authority increase for FY18. The request for increasing the Spending Authority was made in late July, responding to a tentative recommendation from the 2016 CATPA Audit which would discontinue the practice of deferring the July 1 payment into the following fiscal year. This audit recommendation will likely result in a one-time increase of \$2.5 million to the CATPA Cash Fund uncommitted reserve balance. Currently, the uncommitted reserve balance was targeted to be reduced below \$1 million prior to FY18 Sunset Review. However, anticipating this change in accounting measures, the uncommitted reserve balance may be approximately \$3.5 million. On January 13th, CATPA was advised by the CDPS Financial Services Budget Office that the request had not been received and subsequently processed for legislative consideration and the deadline for submission was January 3rd. As the deadline had passed, the next opportunity for requesting an increase in Spending Authority would be in November 2017, just prior to the 2018 Sunset Review. Director Force advised the request for increase in November would be too late to demonstrate commitment of excess revenues prior to the 2018 Sunset Review, as there would be insufficient time to gain legislative approval, perform grant solicitation, awarding procedures and procurement processes necessary to encumber the revenues.

Briefing on the FY17 CATPA Sunset Review Process. Saul Larsen, DORA Policy Analyst, was introduced to the Board and was formally announced as being tasked to initiate the 2018 CATPA Sunset Review. Mr. Larsen briefed the Board on the primary focal issues, processes and timing of the review process. Mr. Larsen then entertained questions from the Board.

Unfinished Business

NEXT MEETING: February 16, 2017 at the CATPA Offices (710 Kipling Street, Suite 106).

Adjourn

The meeting was adjourned at 3:06 p.m.