



Date: March 15, 2018

Time: 1:30 PM – 3:30 PM

Location: American Family Insurance
 9510 Meridian Blvd. Mt. Evan’s Room
 Englewood, CO 80130

Chair: Sheriff Steve Nowlin
 Vice Chair: Judi Burk

Conference Call: CATPA Conference Phone

Attending Board Members

- | | |
|--|---|
| <input checked="" type="checkbox"/> Lovre Brajkovic, Insurance Rep. | <input checked="" type="checkbox"/> Robert Pace, Insurance Rep. |
| <input checked="" type="checkbox"/> Sheriff Steve Nowlin, Law Enforcement Rep. | <input checked="" type="checkbox"/> Chief Duane Oakes, 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 type="checkbox"/> Deborah Vela, Insurance Rep. |
| <input type="checkbox"/> Cory Amend, DOR | <input type="checkbox"/> Toren Evers-Mushovic, Consumer Rep. |
| <input checked="" type="checkbox"/> LTC Barry Bratt, CDPS | |

Attending CATPA Office Staff

- | | |
|--|---|
| <input checked="" type="checkbox"/> Robert Force, Director | <input checked="" type="checkbox"/> Kenya Lyons, Grant Manager |
| | <input checked="" type="checkbox"/> Krystal Cook-Matson, Grant Specialist |

Public Attendees

(None Present)

Call to Order

The meeting was called to order at 1:24 p.m.

Introductions

Board members, CATPA staff and public attendees introduced themselves.

Agenda Amendments

Grant Manager Kenya Lyons requested that there be an agenda amendment to add the BATTLE Budget Modification #2 to the agenda. Sheriff Steve Nowlin requested that there be an agenda amendment to add the Award for Detective Flick to the agenda.

- Bob Pace motioned to approve the Agenda as amended.
- Judi Burk seconded the motion.
- **Motion Passed (unanimous)**

Public Comment

None

Standing Business

Approval of CATPA Board Minutes from February 15, 2018

Corrections: Judi Burk informed the Board that on page 4 of the minutes there are two typos that need to be corrected.

- Bob Pace motioned to approve the minutes with amendments.



- LTC Barry Bratt seconded the motion.
- There was no discussion.
- **Motion Passed (unanimous)**

CATPA Financial Reports

Operating Budget Report

Director Force provided a consolidated Grant Budget Report to the board. The consolidated Grant Budget Report that was presented doesn't break down the costs into individual line items per grantee, but rather gives an overview of what was awarded, what has been spent to date, and what is remaining to date. As of today, the CATPA office has expended \$268,167.53 or 60.4% of its total budget. There is a balance remaining of \$175,832.47. It was mentioned by Director Force that the CATPA Office is on track to spend the majority of its money, but has had a cost savings in personnel this past month. This cost savings is from the vacant part-time Administrative Assistant III position that the CATPA office will be filling in the coming months.

Director Force informed the Board that the uncommitted \$55,000 will be going towards budget modification requests from the grantees.

- LTC Barry Bratt made a motion to approve the budget as presented.
- Jess Redman seconded the motion.
- **Motion Passed (unanimous)**

Grantee Budget Report

Grant Manager Kenya Lyons presented the FY2018 Grant Budget Report to the Board. Grant Manager Kenya Lyons informed the Board that the Grant Budget Report does not include two reimbursements (December and January) that were just received from BATTLE. With these two reimbursements, BATTLE has now spent approximately 20% of their award and is on track to spend the remaining funds by June 30, 2018. Currently, BATTLE is working to secure a requisition document that would allow the grantee to purchase \$400,000 in equipment. As part of this, \$96,000 of this would go to the contract with Numerica. The remaining funds would be used to purchase ALPR's.

Grant Manager Kenya Lyons informed the Board that third quarter (January-March 2018) Financial Requests from the Grantees are due on April 30, 2018.

- Bob Pace made a motion to approve the grantee budget as presented.
- LTC Barry Bratt seconded the motion.
- **Motion Passed (unanimous)**

Grant Project Reports

ATICC Budget Modification

Grant Manager Kenya Lyons informed the Board that CATPA had received a budget modification request from ATICC. Within the budget modification, ATICC would like to move funds from supplies/operating into consulting services. These funds would be used to push data from the ATICC database into a statewide record data warehouse. In addition, the modification asks Measurement #3 under the Intelligence initiative to be removed as the strategic analyst position under this goal was not funded. This removal of the measurement does not have any financial impact on the ATICC grant.



- Bob Pace made a motion to approve the ATICC Budget Modification.
- Judi Burk seconded the motion.
- **Motion Passed (unanimous)**

CAAT Budget Modification

Grant Manager Kenya Lyons informed the Board that CATPA had received a budget modification from CAAT. This budget modification has three parts to it which include 1) obtaining \$2,000 in supplies/operating to replace the Computer Software Management system being used by CAAT to track all grant related expenses, 2) obtaining \$1,500 in consulting services to support John Henry's travel costs as it relates to CATPA, and 3) obtaining \$1,500 in consulting services to support the additional media costs associated with CATPA. The total amount of the budget modification is \$5,000 with \$2,000 being added to supplies/operating and \$3,000 being added to consulting services. Grant Manager Kenya Lyons asked the Board to approve each part of the budget modification.

- A. Obtaining \$2,000 in supplies/operating to replace the Computer Software Management system being used by CAAT
 - LTC Barry Bratt made a motion to approve the budget modification that relates to obtaining \$2,000 in supplies/operating to replace computer system
 - Bob Pace seconded the motion.
 - **Motion Passed (unanimous)**
- B. Obtaining \$1,500 in consulting services to support John Henry's travel costs as it relates to CATPA
 - LTC Barry Bratt made a motion to approve the budget modification request that relates to obtaining \$1,500 in consulting services to support John Henry's travel costs as it relates to CATPA
 - Bob Pace seconded the motion.
 - **Motion Passed (unanimous)**
- C. Obtaining \$1,500 in consulting services to support media costs associated with CATPA
 - Bob Pace made a motion to approve the budget modification request that relates to obtaining \$1,500 in consulting services to support media costs associated with CATPA
 - Chief Duane Oakes seconded the motion.
 - **Motion Passed (4 approved / 2 opposed)**

BATTLE Budget Modification #2

Grant Manager Kenya Lyons informed the Board that CATPA had received a 2nd budget modification request from BATTLE. Within the budget modification, BATTLE would like to move funds from supplies/operating line item into the equipment line item. The total amount being requested is \$28,091.00. These funds would be used to purchase an additional ALPR's for partner agencies.

- LTC Barry Bratt made a motion to approve the BATTLE Budget Modification #2.
- Chief Duane Oakes seconded the motion.
- **Motion Passed (unanimous)**



Old Business

CATPA Sunset Review – House Transportation Committee (03/07/2018)

Director Force informed the Board that the CATPA Sunset Review had been assigned a bill number, HB18-1240 and is prime sponsored by Representatives J. Bridges and J. Becker. In essence, HB18-1240 proposes CATPA continuation for another 11 years prior to another sunset review. On March 7th, 2018 the House Transportation & Energy Committee passed HB18-1240 with a vote of 11-0 and referred it to the Committee of the Whole. The bill was then presented to the House on March 12th for the first reading and then a third reading on March 13th, where it passed with a vote of 53-11. Director Force was advised the 11 'no' votes were principally based on objections to any tax or fee based bills. The bill has sponsorship by Senator J. Cook and is to be sent for introduction to the Senate, where it will likely have assignment to the Senate Judiciary Committee.

- **Information – No Action Taken**

Board Member Application Update

Director Force informed the Board that three new members were appointed to the CATPA Board as of March 9, 2018. These three individuals are Lovre Brajkovic (Insurance Representative), Deborah Vela (Insurance Representative) and Chief Duane Oakes (Law Enforcement Representative). Director Force informed the Board that the new members still have to complete the New Board Member Orientation which will be done within the next few weeks or so. Director Force introduced the three new board members where the Board welcomed them.

- **Information – No Action Taken**

Award of Valor for Detective Flick

Sheriff Steve Nowlin informed the Board that he thought that the Board should present Detective Flick's wife with an "Award of Valor" for his actions in the El Paso County incident. Sheriff Steve Nowlin informed the Board that the investigation had been completed and Detective Flick was awarded the "Valor" award from El Paso County Sheriff's Office for his actions in the El Paso County Incident. There was much conversation amongst the Board Members as it pertained to the Award.

Director Force informed the Board that CATPA Staff have reached out to several different agencies to obtain their Awards Policy. Once CATPA Staff receive the policies there is going to be some research done that will help aid in the development of CATPA Award guidelines for when CATPA should award an individual on their actions as it relates to the mission of CATPA.

Grants Specialist, Krystal Cook-Matson informed the Board that she has been looking into the types of awards that can be created. There are a variety of options which include the traditional plaque or more personalized crystal statutes. As of today, the company that Krystal Cook-Matson has been working with has provided her with ten (10) different award options and their prices. Krystal Cook-Matson informed the Board that she was waiting to hear back from the vendor on whether they could do color images on the crystal statutes or whether they had to be black and white.

It was decided that Director Force would create CATPA Award Guidelines and send it to the board for an electronic vote. Director Force also informed the Board that CATPA staff would send out the options that have been presented to Krystal for an electronic vote.



It was discussed that this Award of Valor should be presented to Detective Flick's wife at the CATI Conference in Durango, Colorado April 15th through April 19th.

- Sheriff Steve Nowlin motioned to approve the "Award of Valor" for Detective Flick
- Judi Burk seconded the motion.
- **Motion Passed (unanimous)**

New Business

Board Meetings

Director Force asked the Board's preference regarding the frequency of scheduled Board meetings, as previous discussions involved changing the meetings from monthly to either once every two months or quarterly. After a brief discussion, the Board recognized to keep the April 17, 2018 meeting in Durango, Colorado but then move the meetings to every other month. This would mean the Board meets on April 17th, June 21st, August 16th, October 18th, and December 20th.

- LTC Barry Bratt made a motion to move the CATPA Board Meetings to the 3rd Thursday of every other month beginning with April's meeting
- Chief Duane Oakes seconded the motion.
- **Motion Passed (unanimous)**

Non-Denver Metro Area Board Meeting Locations

Director Force informed the Board that to be in compliance with the Sunshine Law, 1/3 of the Board Meetings need to reside outside the Denver-Metro Area. Director Force informed the Board that typically the summer months of July, August, and September are when the board meetings are held in locations outside the Denver-Metro Area. It was decided that the April Board Meeting would be held in Durango, Colorado. It was also decided that the August Board Meeting will take place in Pueblo, Colorado.

- D. Bob Pace made a motion to approve the Non-Denver Metro Area Board Meeting Locations
- E. LTC Barry Bratt seconded the motion.
- F. **Motion Passed (unanimous)**

FY2019 Grant Application Recommended Funding

Auto Theft Intelligence Coordination Center (ATICC)

Director Force asked for a motion to approve a FY 2019 award in the amount of \$660,634 to the Auto Theft Intelligence Center grant project consistent with the discussion, deliberation and recommendations of the FY 2019 CATPA Board's Funding Conference. The Board did not approve funding for the additional Strategic Analyst (with associated costs) nor upgrades for the existing analysts. In addition, Consulting Services is reduced by \$50,000. Special conditions: analysts need to coordinate with other statewide analysts, work products need to demonstrate cost-efficiency for continuation of four full-time analysts, and an inventory of all computer equipment (monitors, laptops, desktops) will need to be submitted.

- Judi Burk made a motion to approve the recommended funding for ATICC
- Bob Pace seconded the motion.
- Abstained: LTC Barry Bratt
- **Motion Passed**

Department of Law – Attorney General's Office (AG's Office)



Director Force asked for a motion to approve a FY 2019 award in the amount of \$295,544 to the Colorado Attorney General's Office grant project consistent with the discussion, deliberation and recommendations of the FY 2019 CATPA Board's Funding Conference. Special conditions: report the frequency and type of meetings with CMATT and BATTLE task force personnel.

- Bob Pace made a motion to approve the recommended funding for AG's Office
- LTC Barry Bratt seconded the motion.
- **Motion Passed (unanimous)**

Coloradans Against Auto Theft (CAAT)

Director Force asked for a motion to approve a FY 2019 award in the amount of \$750,000 to the Coloradans Against Auto Theft grant project consistent with the discussion, deliberation and recommendations of the FY 2019 CATPA Board's Funding Conference. The Board recommends the program strengthen the measurements (e.g., number of presentations, number of groups, etc., delivery of a poll, etc.) and expand the program to southern Colorado.

- Bob Pace made a motion to approve the recommended funding for CAAT
- Judi Burk seconded the motion
- **Motion Passed (unanimous)**

Colorado Auto Theft Investigators (CATI)

Director Force asked for a motion to approve a FY 2019 award in the amount of \$260,000 to the Colorado Auto Theft Investigators grant project consistent with the discussion, deliberation and recommendations of the FY 2019 CATPA Board's Funding Conference. Priority of funding should be the annual CATI Conference, Basic & Advanced auto theft classes, and lowest priority on out-of-state travel. Supplies & operating budget narrative should allocate funding for out-of-state travel without identifying other grantees, and have consistent calculations. The # of attendees should reflect the total # of representatives that sent by Colorado, regardless of grantee program. The Board also recommends costs for developing instructors and curriculum for Basic & Advanced classes should be included in lieu of voluntary unfunded time.

- Judi Burk made a motion to approve the recommended funding for CATI
- Bob Pace seconded the motion.
- Abstained: Sheriff Steve Nowlin
- **Motion Passed**

Colorado Bureau of Investigations (CBI)

Director Force asked for a motion to approve a FY 2019 award in the amount of \$33,912 to the Colorado Bureau of Investigations grant project consistent with the discussion, deliberation and recommendations of the FY 2019 CATPA Board's Funding Conference.

- Bob Pace made a motion to approve the recommended funding for CBI
- Jess Redman seconded the motion
- Abstained: LTC Barry Bratt
- **Motion Passed**

Beat Auto Theft Through Law Enforcement (BATTLE)

Director Force asked for a motion to approve a FY 2019 award in the amount of \$1,600,000 to the Beat Auto Theft Through Law Enforcement grant project consistent with the discussion, deliberation and recommendations of the FY 2019 CATPA Board's Funding Conference. The Board recommends



priority is to fund personnel costs (part-time and overtime) and reduce equipment request. The program needs to prioritize the ALPRs requests and set standards to report the cost-efficiencies. Special conditions for the program; bait cars, need to report cost-efficiencies; protocols/policies and reporting standards for cases to be referred to the AG's Office Auto Theft Initiative.

- Chief Duane Oakes made a motion to approve the recommended funding for BATTLE
- Bob Pace seconded the motion
- Abstained: LTC Barry Bratt, Sheriff Steve Nowlin
- **Motion Passed**

CATPA Metro Auto Theft Team (CMATT)

Director Force asked for a motion to approve a FY 2019 award in the amount of \$2,100,000 to the CATPA Metropolitan Auto Theft Team grant project consistent with the discussion, deliberation and recommendations of the FY 2019 CATPA Board's Funding Conference. Funding is not included for Star Chase, Bait Cars, equipment to non-partnering agencies, new CSP personnel, out-of-state travel for IAATI, and Denver D.A.'s Office. Notify program that ATICC Strategic Analyst position isn't funded therefore reduce supplies & operating for related expenses. Special conditions; set protocols/policies and reporting standards for cases to be referred to the AG's Office Auto Theft Initiative; work products need to demonstrate cost-efficiency for continuation of full-time analysts.

- Judi Burk made a motion to approve the recommended funding for CMATT
- Chief Duane Oakes seconded the motion
- Abstained: LTC Barry Bratt
- **Motion Passed**

Next Meeting

April 17, 2018 from 1:30 PM to 3:30 PM
2018 Colorado Vehicle Crimes Conference
DoubleTree by Hilton, San Juan meeting room
501 Camino Del Rio
Durango, CO 81301

Adjourn

The meeting was adjourned at 2:42 p.m.
