



Date: June 15, 2017

Time: 1:30 PM – 3:30 PM

Location: Colorado Springs Police Department
 955 West Moreno
 Colorado Springs, CO

Chair: Tonia Rumer
 Vice Chair: Sheriff Steve Nowlin

Conference Call: Colorado Springs PD Conference Phone 1+240-454-0879
 Attendance Passcode: 803 066 720# (Attendees ID Number: #)

Attending Board Members

- | | |
|--|---|
| <input checked="" type="checkbox"/> Tonia Rumer, 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 Michelle Marie Tovrea, Law Enforcement Rep. |
| <input checked="" 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 type="checkbox"/> LTC Barry Bratt, CDPS | |

Attending CATPA Office Staff

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

Public Attendees

- John Henry, CAAT

Call to Order

The meeting was called to order at 1:31 p.m.

Introductions

Board members, CATPA staff and public attendees introduced themselves.

Agenda Amendments

- Sheriff Nowlin motioned to approve the Agenda.
- Ron Kammerzell seconded the motion.
- There was no discussion of Agenda Amendments.
- **Motion Passed (unanimous)**

Public Comment

None

Standing Business

Approval of CATPA Board Minutes from May 11, 2017

Judi Burk advised she was not present in the May 11, 2017 Board meeting and requested correction to the Draft Minutes.

- Ron Kammerzell made a motion to approve the Minutes, with correction of Judi Burk non-attendance, as presented.



- Bob Pace seconded the motion.
- There was no discussion.
- **Motion Passed (unanimous)**

CATPA Financial Reports

June 15, 2017 Operating Budget Report 2017

Director Force provided a briefing of the 2017 Operating Budget indicating the administrative budget is on-track and the CATPA Office is nearing the close of FY17 where payroll, rent and travel costs (CATI Conference) are the primary remaining accounting costs left to the end of the year. Director Force reported the CATPA Office is preparing end-of-year closing for the budget

- Sheriff Nowlin made a motion to approve the budget as presented.
- Judi Burk seconded the motion.
- **Motion Passed (unanimous)**

June 15, 2017 Grantee Budget Report 2017

Director Force advised the Board that Kenya Lyons, Grant Manager, was absent from today's Board Meeting as she was attending a memorial service for her brother-in-law. Several Board Members expressed their condolences to Kenya, her husband and family. Director Force provided a briefing of the Grantee Budget Report, indicating existing encumbrances, expenditures and projections of the projects. A majority of the projects have provided projections of expenditures to finalize the Fiscal Year. CMATT and BATTLE projections were estimated by the CATPA Office to be 90% of the existing remaining balances, as the two projects have continued to face challenges on acquiring actual expenses from multiagency partnerships. CMATT recently submitted the reimbursements for March, which are being processed by the CATPA Office. Director Force briefed the FY17 Grant Awards (\$5,767,417.74) are anticipated to have an ending year balance of \$773,371 (13.41% of total award) of unspent award, which will be subsequently reverted to the CATPA Cash Fund.

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

Grantee Update: FY18 Grant Process

Director Force briefed the Board that all FY18 Grant Award contracts/agreement have been processed for signatures through the grantee's signatory authority and are currently awaiting finalizations by the CDPS Procurement approvals for funding appropriations to initiate on July 01, 2017. Director Force complemented Kenya Lyons for her dedication and attention to ensuring the FY18 grant projects would not be delayed, as CDPS recently modified process procedures regarding contracts/agreements. Kenya has done a great job in following the contracts from the drafting through signatory stages with diligence to ensure the contracts would not be delayed.

- **Information – No Action Taken**

Old Business

Selection Process for CATPA Grant Specialist III

Director Force briefed that one of the six applicants for the position was given a conditional offer of employment, as approved by LTC Bratt. The Grant Specialist candidate is now in the



final stages for testing, and once completed, can then be employed. Director Force said it may be as early as the week of July 10 before the position can be filled, considering there may be additional delays based on the results of the final stages of candidate testing. However, if the candidate can begin prior to the July Board Meeting, Director Force will introduce the new employee.

- **Information – No Action Taken**

New Business

Election of CATPA Board Officers (CATPA Board Bylaws Article 1.4)

Nominations were opened for the position of Chairperson for the CATPA Board.

- Sheriff Nowlin nominated Tonia Rumer
- Toren Evers-Mushovic seconded Tonia Rumer's nomination
- There were no other nominations
- Sheriff Nowlin motioned to close the nominations
- Bob Pace seconded the motion to close the nominations
- There was no discussion
- **Motion Passed (unanimous) – Tonia Rumer elected as Chairperson**

Nominations were opened for the position of Vice-Chairperson for the CATPA Board.

- Ron Kammerzell nominated Sheriff Nowlin
- Jason Juarez seconded Sheriff Nowlin's nomination
- There were no other nominations
- Ron Kammerzell motioned to close the nominations
- Chief Tovrea seconded the motion to close the nominations
- There was no discussion
- **Motion Passed (unanimous) – Sheriff Nowlin elected as Vice Chairperson**

Assessment Refund Request Notification - Acadia

Director Force briefed the Board that Acadia has inadvertently overpaid \$7,966 when they made a double payment. Director Force advised Acadia had caught the error, notified the CATPA Office, and the refund was provided as the error was caught within the fiscal year and assessment period.

- **Information – No Action Taken (No objections or comments)**

ATPA Committee Meeting (Best Practices & ATICC Crime Analysis Presentation)

Director Force reported the ATPA Committee adopted Best Practices for "Funding Automated License Plate Reader Systems" and is working on additional best practice documents for "Funding Education and Prevention Programs", "Funding BAIT Car Programs" and "Funding Crime Analysis Programs." Director Force said Keri Lawler, ATICC, gave a presentation to the ATPA Committee and the presentation was very well received. The ATPA Committee also supported a recommendation from Keri to begin monthly Vehicle Crimes Analysts conference call meetings for national and international criminal intelligence sharing. Director Force pointed out that ATICC's leadership and willingness to lead the conference call is a significant step in furthering Colorado's leadership among the international audience of ATPA's.

- **Information – No Action Taken**



ALPR Infrastructure Design – State OIT Technical Group

Director Force briefed the Board that BATTLE and the CATPA Office have met with the State OIT Technical Group to further efforts in consolidating the statewide CATPA funded ALPR data. Director Force advised the working group would be providing specifications for the design and likely identify costs impacted to CATPA.

- **Information – No Action Taken**

CDPS Financial Services – Assistance in Financial Management

Director Force advised the CATPA Office has been working with CDPS EDO Financial Services to gain financial reconciliations of the CATPA Cash Fund. The last time the Cash Fund was reconciled was in 2016 when a past CDPS accountant (Jovita Freeland) performed the reconciliation with Director Force. However, Ms. Freeland departed CDPS in mid-2016 and the CATPA Office has not since been supported with an accountant. Director Force has frequently met with the EDO Financial Services management to request assistance, but there has been difficulty in employing an accountant to work on assisting CATPA combined with an internal management re-alignment of the EDO Financial Services section. A couple of months ago, EDO Financial Services employed an accountant to assist CATPA, but the accountant subsequently resigned due to family emergencies and priorities. Director Force has met with Suzanne Collins, EDO Deputy Controller, to request support but until the Deputy Controller can employ another accountant the Cash Fund will not be reconciled. Director Force advised the accounts are currently being balanced through internal comparisons with the state's financial accounting system (CORE) and the CATPA Office's financial reporting system (FARS). Director Force reported he will continue to update the Board on the progress of getting financial reconciliation assistance from CDPS in future Board meetings.

- **Information – No Action Taken**

Unfinished Business

Next Meeting

July 20, 2017 from 1:30 PM to 3:30 PM
Montezuma County Sheriff's Office
730 E Driscoll Street
Cortez, CO 81321

Flight Information for Attending Montezuma Board Meeting (July 20, 2017)

Chair Tonia Rumer asked all Board members to let the CATPA Office know prior to July 1, 2017 if flight arrangements will need to be made to attend the July 20, 2017. The CATPA Office has identified a flight departing the Denver International Airport at 8:00 am and arriving in Cortez, CO, then returning to DIA at 4:30 pm, which would give enough time for the Board to conclude business. Director Force reminded Board Members that flight arrangements need to be made for any attending Board member by the CATPA Office pursuant to State Fiscal Rules. Toren Evers-Mushovic advised he would plan to attend the meeting in person. Ron Kammerzell said he would not be able to physically attend, but would join the conference call.

Dr. Rick Linden – Auto Theft Offenders: Progression of Offender Violence and Relation to Other Crimes



Director Force said he was asked by Weld County Sheriff Deputy Random Pihlak and AG Investigator Dana Chavez on locating a study that demonstrates the progression of violence and/or involvement of serious crimes of auto theft offenders. Director Force said he has spoken to Dr. Rick Linden (Sociology Professor, University of Manitoba, Canada) where Dr. Linden has provided several studies that have been performed in Canada and the US. The studies have documented the progression of petite offenders escalating their criminal activities towards habitual offending and inclusivity of violence. Unfortunately, here have been no studies narrowly focused on progression models of auto theft offenders and how these offenders may or may not escalate violence. Director Force said Dr. Linden is very interested in the volume and type of statewide data reporting in Colorado, where continuation of dialogue with Dr. Linden may lead to recommendations of a special funded research project.

Adjourn

The meeting was adjourned at 2:35 p.m.
