



**Date:** June 21, 2018

**Time:** 1:30 PM – 3:30 PM

**Location:** CATPA Office  
 710 Kipling Street, Suite 106  
 Lakewood, CO 80215

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 type="checkbox"/> Chief Duane Oakes, 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"/> Deborah Vela, Insurance Rep.        |
| <input checked="" type="checkbox"/> Cory Amend, DOR                            | <input checked="" 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**

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> John Henry, Consultant | <input checked="" type="checkbox"/> Carole Walker, CAAT Project Director |
| <input checked="" type="checkbox"/> Cmdr. Greenwell, CMATT |  |

**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**

Grant Manager, Kenya Lyons, requested that the “CAAT Update” be moved up on the agenda to after the approval of the Board Minutes.

- Judi Burk motioned to approve the Agenda as amended.
- LTC Barry Bratt seconded the motion.
- **Motion Passed (unanimous)**

**Public Comment**

None

**Standing Business**

**Approval of CATPA Board Minutes from April 17, 2018**

LTC Barry Bratt requested the wording on the American Family Refund be changed from “move” to “allow”.



- LTC Barry Bratt motioned to approve the minutes as amended.
- Judi Burk seconded the motion.
- **Motion Passed (unanimous)**

### **Micah Flick Award**

Jason Juarez asked for an update on the presentation of the Award of Valor to Micah Flick during the CATI Conference. Sheriff Nowlin provided the update, informing the award presentation to Rachel Flick (wife of Deputy Micah Flick) was well received and appreciated – evidenced by a standing ovation from all CATI Conference attendees. Rachel Flick gave a heartfelt speech upon receipt of the Award that was very moving, emotional and instructive to all auto theft investigators and family members.

### **CAAT Update**

CAAT Project Director Carole Walker informed the Board that she has attended several meetings with Robert and Kenya to address Board concerns on getting the message out on who CATPA is, as well as addressing objectives for this upcoming grant cycle as it relates to CAAT. Carole Walker used a PowerPoint presentation and outlined CAAT's objectives for the upcoming grant period.

Carole explained the development and use of the "Kilo Car" and the ability of the car to be useful in statewide awareness outreach, similar to a "travelling billboard." The Kilo Car was designed in response to the strong connection between auto theft and other crimes, specifically drugs such as methamphetamine. The Kilo Car gives a visual and physical concept to create awareness with problems faced with auto theft in Colorado. Carole Walker said the costs to create the Kilo Car were incurred during the 2018 grant where minimal costs will be incurred in 2019 for its continual use. The Kilo Car was revealed to the general public at a press conference held outside the Convention Center on March 1, 2018 – which gained a strong media coverage. Also, the Kilo Car was entered into the Denver Auto Show, which gained a lot of attention and media coverage. Commander Greenwell commented the Kilo Car impacted all demographics while on exhibit. John Henry, CAAT Communications Consultant, will be using the Kilo Car as an exhibit in the Colorado State Fair, in Pueblo, from August 24 through September 3. The Colorado State Fair estimates there will be more than 400,000 visitors, providing a large number of exposures. The cost of the exhibit at the Colorado State Fair is approximately \$2,500. Transporting of the Kilo Car to the State Fair will take place by Captain Mason's team.

Carole Walker provided an outline of the 2018 CAAT Initiatives. These initiatives include 1) National Auto Theft Prevention Month (July), 2) National Night Out (August), and 3) the Law Enforcement Toolkit. National Auto Theft Prevention Month goes from July 1 through August 7, 2018. During this time CAAT will be focusing on statewide public awareness through a variety of methods including 1) partnerships with CATI, Task Forces, and Community Partners, 2) tip card distribution, 3) PIO communications, 4) earned media (community outreach), and 5) Targeted social media. There will be a press release on July 10, 2018 informing the public of National Auto Theft Prevention Month, Auto Theft Statistics, Prevention/Victim Tips, National Night Out and the ad campaign. Project Director, Carole Walker, informed the board that National Night Out will occur on August 7, 2018 throughout the state of Colorado. Carole Walker provided a brief summary of the Law Enforcement Toolkit to the board. In summary the Toolkit is a comprehensive toolkit for law enforcement across the state that aims to educate law enforcement about what CAAT is doing to reduce observable risk behavior, and equip them with the tools, creative assets and resources to spread CAAT's prevention and education



efforts far and wide. This toolkit will include 1) key messaging, 2) campaign materials and creative assets, 3) how-to resources, 4) community outreach resources, 5) media training resources, 6) key contacts, and 7) reports.

Carole Walker provided a summary of the Community Campaign for 2019. For 2019 there will be a shift in paid media due to it being an election year from the Denver Metro Area to the South and West portions of Colorado.

No comments were made by the Board.

- **No Action Taken – Briefing Item Only**

## CATPA Financial Reports

### ***Operating Budget Report***

Grants Specialist Krystal Cook-Matson provided a Grant Budget Report to the Board. As of today, the CATPA office has expended \$409,118.64 or 92.14% of its total budget. There is a balance remaining of \$34,881.36 or 7.86%. Krystal Cook-Matson summarized that the CATPA Office is on track to spend the majority of its budget. To date, the only expenses not included in the Grant Budget Report are those incurred during the month of June.

No comments were made by the Board.

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

### ***Grantee Budget Report***

Grant Manager Kenya Lyons presented the FY2018 Grant Budget Report to the Board. Kenya Lyons informed the Board that all grantees 3rd quarter financial requests have been processed. She reminded that June 30, 2018 is the fiscal year end and the 4th quarter (April-June 2018) financial requests from grantees are due on July 30, 2018.

Kenya Lyons gave a briefing that BATTLE, CBI and ATICC are not where they should be, percentage wise, as of the 3<sup>rd</sup> quarter financial expenditures.

BATTLE has submitted financial requests through March 2018 and projects to use approximately \$204,000 (\$134,000 operating and \$70,000 in personnel) combined for April and May. This leaves approximately \$800,000 on the table for June expenditures. Director Force commented that a major portion (about \$500,000) of the remaining funds has been allocated for ALPR equipment. Director Force advised that BATTLE had to wait to authorize partner agencies to use these funds until the ALPR Centralization effort was designed and implemented. There were delays beyond BATTLE's control to gain IT approvals, which occurred as early as February 2018 and as late as April 2018. This has been a learning lesson for CATPA staff when funding IT projects, as long vetting processes are required, such as those from the Governor's Office of Information Technology and installation of an ELSAG server at Numerica. BATTLE has since authorized partner agencies to purchase ALPR equipment, which should be completed before June 30, 2018.

Kenya Lyons briefed that CBI is planning to use all their funds by June 30, 2018.



Kenya Lyons briefed that ATICC will have funds remaining at the end of the grant period. These remaining funds are due to ATICC having two vacant analyst positions over the past month.

Kenya Lyons briefed that CMATT has submitted their April Financial Request in the amount of approximately \$134,000. Kenya Lyons informed that CMATT Grant Administrator Jennifer Diderickersen has accepted another position within the City of Lakewood. Jennifer Diderickersen will continue to oversee the CMATT Grant until a new person is hired.

Kenya Lyons briefed that the Attorney General's Office will have remaining funds due to the retirement of Prosecutor Dave Cosson and vacancy savings until his replacement, Sarah McCutcheon, was hired. Prosecutor McCutcheon has already had two cases go to the grand jury.

Kenya Lyons briefed that CAAT and CATI are planning to spend all their funds as of June 30, 2018.

No comments were made by the Board.

- LTC Barry Bratt made a motion to approve the Grantee Budget as presented.
- Jason Juarez seconded the motion.
- **Motion Passed (unanimous)**

## **Grant Update - Modification Requests**

### ***ATICC Budget Modification #2***

Grant Manager Kenya Lyons gave a briefing on the ATICC Budget Modification #2, which was electronically approved by the Board on 05/11/2018. To summarize, this budget modification was to undo what was requested in Budget Modification #1. ATICC requested to transfer \$12,900 from Consulting Services to Supplies and Operating. In addition, \$7,000 would be transferred from Personnel Salary to Personnel Overtime.

No comments or objections were made to the approval on 05/11/2018.

- **No Action Taken**

### ***CMATT Budget Modification #3***

Grant Manager Kenya Lyons advised that CMATT had submitted CMATT Budget Modification #3 that was approved by CATPA Staff on 06/08/2018. To summarize, this budget modification moved \$7,000 from Personnel Overtime to Consulting Services. In addition, it was requested that \$10,000 be used from Supplies and Operating to purchase two pole cameras that have broken using the cost savings from the ALPR's not costing as much as originally anticipated.

No comments or objections were made to CATPA staff approval on 06/08/2018.

- **No Action Taken**



### ***CATI Budget Modification #5***

Grant Manager, Kenya Lyons advised that CATI had submitted a CATI Budget Modification #5 that was approved by CATPA Staff on 06/12/2018. To summarize, this budget modification was to move \$897.19 from Supplies and Operating to Travel to cover the additional expenses that were occurred within the travel line item.

No comments or objections were made to CATPA staff approval on 06/12/2018.

- **No Action Taken**

### ***CAAT Budget Modification #2***

Grant Manager Kenya Lyons advised that CAAT had submitted CAAT Budget Modification #2 that was approved by CATPA Staff on 06/21/2018. To summarize, this budget modification was to move \$789.08 from Supplies and Operating to Consulting Services. In addition, \$3,900.97 would be transferred from John Henry Consulting to the Amelie contract to be able to update the Community Outreach Campaign.

LTC Bratt asked what is the dollar threshold CATPA can approve without Board approval? Up to 10% or up to \$10,000, whichever is less.

No objections were made to CATPA staff approval on 06/21/2018.

- **No Action Taken**

### **Grant Update – Site Visits**

#### ***FY 2019 Grantee Site Visits***

Grant Manager Kenya Lyons informed the Board that all grantees will have a site visit during the 2019 Grant Period. This site visit will consist of both a programmatic and financial review. The first Grantee to have a site visit will be CATI in August.

No comments.

- **No Action Taken**



## Old Business

### ***CATPA Sunset Review***

Director Force informed the Board that the CATPA Bill was signed by the Governor on May 4, 2018. This Bill extended the CATPA Program for an additional eleven (11) years with the next Sunset Review taking place in 2029. Sheriff Nowlin asked to have a copy of the CATPA Bill e-mailed to all Board Members and Director Force advised he would do so.

- **Information – No Action Taken**

## New Business

### **Chief's and Sheriff's Regional Meetings**

Director Force informed the Board that there was a meeting held on April 12, 2018 at Camp George West with CMATT and BATTLE partner agency chief and sheriff executives. Director Force gave kudos to Chief Packard and LTC Barry Bratt for their supportive role in facilitating and leading the meeting. Director Force said there have been some follow-up from this meeting with selected regional meetings including El Paso County SO, Colorado Springs PD, Adam's County SO, and Pueblo PD. At each of these meetings, auto theft and an increase in violent crimes was a topic of concern. Director Force informed the Board that the Law Enforcement Toolkit, created by CAAT, will play a key role in enhancing partnerships and providing resources to these departments. In addition, Director Force informed the Board he will be conducting follow-up meetings with CMATT partners.

No comments.

- **Information – No Action Taken**

### **IAATI 2021 Conference**

Director Force informed the Board that he will be travelling to the IAATI Conference held in Pittsburgh August 3<sup>rd</sup> through August 9<sup>th</sup>. Director Force informed the Board that IAATI is seeking a conference venue for the 2021 conference. The last time the IAATI Conference was held in Colorado was in 2004. Director Force said he will attend the IAATI Executive Board to identify details, including financial costs, for Colorado to host the IAATI 2021 Conference.

No comments.

- **Information – No Action Taken**

### **Texas ABTPA Sunset Review**

Director Force informed the Board that Texas is undergoing a consecutive 2<sup>nd</sup> year of Legislative Sunset Review. Director Force informed the Board that he has communicated several times with Texas ABTPA Director Bryan Wilson in providing guidance and support. The Texas ABTPA has been in existence for 27 years and is the oldest state auto theft authority in the country. As of now, Texas has been struggling to statistically demonstrate efficiency and cost effectiveness, as they do not have a database, similar to ATICC to track statewide auto theft and recoveries. The primary data used by Texas is the Uniform Crime Reports, which are raw reporting information.

No comments.

- **Information – No Action Taken**



## **Arizona ALPR & AT Database**

Director Force informed the Board that the Arizona ATPA is looking into replicating/duplicating the ATICC Database that Planet Technologies created for Colorado. If replicated, this would allow Colorado to merge data with Arizona and vice versa.

Sheriff Nowlin asked if New Mexico was heading into the same direction as Colorado? Robert Force informed the group that they are on a 5 year succession plan.

- **Information – No Action Taken**

## **OIT's Security Gating Process**

Director Force informed the Board that OIT has a Security Gating Process that required BATTLE to complete for the Vigilant Server migration to the Colorado Information Sharing Consortium. Director Force explained that what was believed and planned to be a three month process has now taken over a year to complete due to the OIT Security Gating Process. As of now, the Vigilant Server migration will be completed by June 30, 2018 per the grant contract. Director Force said this project, along with the ALPR Database Centralization effort and CBI NIBRs, has given staff a clear understanding that information technology projects should be planned, when funded, for more than a one year project period. Depending upon the request, CATPA staff should provide recommendation for a minimum of 2 year projects - if not 3 years for large scale infrastructure designs. Director Force said he believes that the ATICC Database build, if done today, would easily be a 3 year design, approval and implementation project.

No comments.

- **Information – No Action Taken**

## **Capital Equipment Depreciation and Efficiency Report**

Director Force provided a Capital Equipment Depreciation and Efficiency Report to the Board. Director Force informed the Board the lifespan of an ALPR is 5 years. It was asked why CMATT's numbers were lower than BATTLE's. It was suggested by Cmdr. Greenwell that the ALPR's are used differently between the two task forces. It was suggested by LTC Barry Bratt that the data presented within the report isn't comparing apples to apples, but rather comparing apples to oranges. There was concern that future reports should have stronger explanation attached, as they may become part of a public record when included in the Board's meeting package.

It was asked if the new ALPRs have the ability to provide the new analytics? Robert Force informed the group yes.

- **Information – No Action Taken**

## **Judi Burk Retiring**

Judi Burk informed the Board that she will be retiring at the end of July. Given the next board meeting is in August, Judi informed the Board that today's meeting would be her last. The Board wished Judi a happy retirement and thanked her for her time on the Board. Director Force requested Judi Burk attend the October Board meeting so the Board to give her a proper retirement celebration.

- **Information – No Action Taken**



**Next Meeting**

August 16, 2018 from 1:30 PM to 3:30 PM  
Colorado State Patrol Pueblo Troop Office  
5615 Wills Blvd  
Pueblo, CO 81008

**Adjourn**

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

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