



Date: August 17, 2017
Location: Fort Collins Police Services
 2221 S. Timberline Road
 Fort Collins, CO 80525

Time: 1:30 PM – 3:30 PM
 Chair: Tonia Rumer
 Vice Chair: Sheriff Steve Nowlin

Conference Call: CATPA Conference Phone

Attending Board Members

- | | |
|--|---|
| <input checked="" type="checkbox"/> Tonia Rumer, Insurance Rep. | <input 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 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 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"/> Zach Murray, CSP | <input checked="" type="checkbox"/> Cory Amend, DOR |
|--|---|

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

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

Public Comment

None

Standing Business

Approval of CATPA Board Minutes from July 20, 2017

- LTC Barry Bratt motioned to approve the minutes.
- Ron Kammerzell seconded the motion.
- There was no discussion.
- **Motion Passed (unanimous)**



CATPA Financial Reports

August 17, 2017 Operating Budget Report

Director Force provided a briefing of the 2017 Operating Budget indicating the administrative budget is on-track and the CATPA Office is in the process of closing FY17. From indications, it appears the FY17 Operating Budget will have approximately \$60,000 unspent that will remain in the CATPA Cash Fund for FY18. As of the Board meeting, there was \$5,420 in expenditures that had occurred for FY18. Missing from the FY18 expenditure amount is personal services expenditures for the month of July. Director Force advised that CDPS Financial Services were still understaffed and unable to provide a reconciliation of the Cash Fund.

LTC Barry Bratt asked why so much of the money was left unspent for FY17. Director Force explained that money had been budgeted for a CDPS indirect cost, but that CDPS Controller Dean McDaniel had waived the cost for this year and last year. For FY18, it is anticipated that CATPA will be assessed this indirect cost when CDPS Financial Services has the accounting services in place to assist CATPA with the Cash Fund and its reconciliation.

Director Force announced to the Board that for FY18, there was a refund that needed to be processed for American Modern Insurance Company in the amount of \$2,015. This was a double payment that Krystal caught. Director Force also informed the Board that the payments and assessments for FY15 and FY16 have been reviewed for accuracy by Krystal.

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

August 17, 2017 Grantee Budget Report

Grant Manager Kenya Lyons presented the FY17 Grant closing report and advised that all grantees had submitted their final invoices. From indications, it appears that all grantees had funds de-obligated from their program except for Coloradans Against Auto Theft (CAAT). The program with the most funds de-obligated, \$394,331, was CATPA Metropolitan Auto Theft Task Force (CMATT). The final invoice from CMATT for \$252,669 is being processed. Kenya Lyons informed the Board that refunds were issued to two programs, the Auto Theft Intelligence Coordination Center (ATICC) for \$3,172.50 and the Beat Auto Theft Through Law Enforcement (BATTLE) for \$27,135.60.

Grant Manager Kenya Lyons provided the FY18 Grant Budget Report indicating no expenses have been received because the fiscal year just started on 7/1/17. It was reported that the CBI grant will not be de-obligated in 2017 as it is a 2 year grant that has approximately \$372,783 available for FY18.

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

Grantee Update: FY17 Grant Closing

Grant Manager Kenya Lyons briefed the Board that all FY17 Grant Awards have ended. Ron Kammerzell asked why there were funds being de-obligated and why the funds had not been spent during the course of the fiscal year. Director Force explained that he had a meeting with



Greenwell and his Grant Manager, Jennifer, regarding the unspent funds for CMAAT. The common issue that was discussed at this meeting was being able to compile the personal services costs between multiple jurisdictions within a timely manner. It was explained by Director Force that the CMATT program calculates their personal services costs using a formula where 20% of the individuals' time is paid by the partner agency and the remaining 80% of the individuals' time is paid by CATPA. Director Force recommended to Greenwell that the program use their grant monies up prior to using their partnership contributions. Greenwell was not able to commit to Director Force's recommendation until he is able to talk to the partner agencies. Director Force informed the Board that for FY18 the CMATT program will be submitting monthly reports. Grant Manager Kenya Lyons will provide updates monthly to the Board on CMATT. If it is necessary the Board will reallocate the funds. These de-obligated funds are going to be an issue in Sunset.

It was also suggested by Ron Kammerzell that in the future if a Grantee does not expend all their funds during a fiscal year that their next years' award should be reduced by the amount that was not spent allowing other programs to get additional funds to continue their programs.

- **Information – No Action Taken**

Grantee Update: FY18 Grant Process

Grant Manager Kenya Lyons briefed the Board that all FY18 Grant Award contracts/agreements are in place and grantees have begun their projects. Grant Manager Kenya Lyons reported to the Board that she has had two requests for cash advances from CAAT and CATI for the FY18 year. Grant Manager Kenya Lyons informed the Board that CAAT is in the middle of a media project that will be staged during the first part of September – Dangers of Auto Theft.

- **Information – No Action Taken**

Old Business

Update: The Cortez Journal Article 07/28/2017

Director Force announced that The Cortez Journal published an article on 07/28/2017 pertaining to the meeting that was held in Montezuma County. Sheriff Nowlin advised the Board that the day following the Board meeting in Cortez, the agencies had captured a suspect that stole an police car from the Albuquerque Public Schools in Cortez, after a lengthy chase.

- **Information – No Action Taken**

Update: ALPR Infrastructure Design – State OIT Technical Group

Director Force announced that State OIT has given the approval for non-state law enforcement agencies to push information into State servers to centralize the data. The State has reluctant to do this in the past years'. It is estimated that it will take a month before data can begin to be pushed into this centralized server. State OIT will be responsible for the requirements, statutes, etc. on this centralized server.

- **Information – No Action Taken**

Update: CDPS Financial Services – FY17 Closing

Director Force announced that CDPS Financial Services is currently understaffed. Director Force did have a dialogue with CDPS Financial Services Controller's Office to discuss CATPA's need for



assistance with reconciliation of the Cash Fund. As of now, we are waiting for an accountant to assist with reconciliation.

- **Information – No Action Taken**

Update: ATPA Auto Theft Analysts Working Group 07/26/2017

Director Force explained that Keri Lawler and Lisa Frank had their first Analysts Working Group by conference call on 07/26/2017 where approximately 30 individuals' attended. The group identified four key focus groups which include 1) information gaps, 2) tools, 3) products, and 4) secondary crimes. Kudos was given to Keri Lawler for her work in this group. It is apparent that Colorado is far and above what other states are doing across the country.

- **Information – No Action Taken**

New Business

IAATI & IACP Collaboration for National Auto Theft Prevention Month

Director Force advised the Board that the IAATI & IACP have created a video that will be shown during next month's board meeting. Director Force also explained that there have been updates to magazines to make it look like work done in Colorado.

- **Information – No Action Taken**

2017 IAATI ATPA Committee Final Quarterly Report

Director Force briefed the Board on updates to the IAATI ATPA Committee Final Quarterly Report. Director Force advised the Board that the committee adopted the best practices and research on why auto theft is changing. It was explained that Colorado is not alone in our increase in auto theft. Auto thefts are up on the west and east coasts as well as Colorado.

- **Information – No Action Taken**

ATTIC Influential Factors Report (Part 2)

Director Force advised the Board that auto theft is up 22% this year. From January to June, the year to date increase is 6% higher than last years. Director Force explained that auto theft is rising in the Four Corners Area, Grand Junction and Northern Colorado. Director Force advised the Board that there has been a 21% increase in the Four Corners area over last year. It was suggested that the influential factor that is not being addressed is what happens to the offenders after they have been arrested in terms of punishment. Sentencing is minimal and is usually plead to lower crimes. There is no data available for these lower crimes to analysis. It was suggested that possibly the sentencing guidelines or the judges could be the issue. This is something to explore after Sunset.

- **Information – No Action Taken**

CATPA Regulations Rules Review

Tonia Rumer read the Regulations Rules purpose and instructions and then read each of the rules for the Board's consideration for modification and/or change. Instructions were provided for public input and comment.

CATPA 1 – Authority to Adopt Rules and Regulations

- There was not comment from the public.



- LTC Barry Bratt made a motion to approve without amendment or change.
- Sheriff Nowlin seconded the motion.
- **Motion Passed (unanimous)**

CATPA 2 – Definitions

- There was not comment from the public.
- Sheriff Nowlin made a motion to approve without amendment or change.
- Ron Kammerzell seconded the motion.
- **Motion Passed (unanimous)**

CATPA 3 – Requirements for an Entity other than a law enforcement agency to be a qualified applicant

- There was not comment from the public.
- LTC Barry Bratt made a motion to approve without amendment or change.
- Ron Kammerzell seconded the motion.
- **Motion Passed (unanimous)**

CATPA 4 – Applicability

- There was not comment from the public.
- Ron Kammerzell made a motion to approve without amendment or change.
- Jason Juarez seconded the motion.
- **Motion Passed (unanimous)**

CATPA 5 – Application Procedures

- There was not comment from the public.
- LTC Barry Bratt made a motion to approve without amendment or change..
- Ron Kammerzell seconded the motion.
- **Motion Passed (unanimous)**

CATPA 6 – Selection of Grant Recipients – Evaluation and Award of Grant Application

- There was not comment from the public.
- Ron Kammerzell made a motion to approve without amendment or change..
- LTC Barry Bratt seconded the motion.
- **Motion Passed (unanimous)**

CATPA 7 – Criteria for Determining the amount of the Grant

- There was not comment from the public.
- Ron Kammerzell made a motion to approve without amendment or change..
- Sheriff Nowlin seconded the motion.
- **Motion Passed (unanimous)**

CATPA 8 – Notification of Grant Award decisions

- There was not comment from the public.
- LTC Barry Bratt made a motion to approve without amendment or change..
- Ron Kammerzell seconded the motion.
- **Motion Passed (unanimous)**



CATPA 9 – Procedures for reviewing the effectiveness of grant programs

- There was not comment from the public.
- LTC Barry Bratt made a motion to approve without amendment or change..
- Ron Kammerzell seconded the motion.
- **Motion Passed (unanimous)**

Unfinished Business

Lieutenant Denver PD

Director Force advised the Board that a Lieutenant from Denver Police Department will be attending our next CATPA meeting to show the board a project that the agency has been working on as it relates to auto theft.

Next Meeting

September 21, 2017 from 1:30 PM to 3:30 PM
CATPA Office
710 Kipling Street, Suite 106
Lakewood, CO 80215

Adjourn

The meeting was adjourned at 3:25 p.m.
