



Date: August 16, 2018

Time: 1:30 PM – 3:30 PM

Location: Colorado State Patrol Pueblo Troop Office
 5615 Wills Blvd
 Pueblo, CO 81008

Chair: Sheriff Steve Nowlin
 Vice Chair: (Vacant)

Conference Call: CATPA Conference Phone

Attending Board Members

- | | |
|--|---|
| <input checked="" type="checkbox"/> Lovre Brajkovic, Insurance Rep. | <input 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 type="checkbox"/> Jess Redman, District Attorney Rep. |
| <input type="checkbox"/> Vacant, Insurance Rep. | <input 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"/> Pamela Hackbarth, Administrative Assistant | <input checked="" type="checkbox"/> Krystal Cook-Matson, Grant Specialist |

Public Attendees

- | | |
|---|---|
| <input checked="" type="checkbox"/> John Henry, Consultant | <input checked="" type="checkbox"/> Deputy Chief Noeller, Pueblo PD |
| <input checked="" type="checkbox"/> Cpt. Mark Mason, BATTLE | |

Chair Pro Tem

Director Force asked for nominations for a Chair Pro Tem, pursuant to the Board’s By-Laws (Article I.4.i), as the Chair and Vice Chair were absent. Cory Amend advised he was the only Board member physically present and would be willing to chair the meeting pro tem.

- LTC Barry Bratt motioned to have Cory Amend act as Chair Pro Tem.
- Jason Juarez seconded the motion.
- **Motion Passed (unanimous)**

Call to Order

The meeting was called to order at 1:39 p.m.

Introductions

Board members, CATPA staff and public attendees introduced themselves.

Agenda Amendments

Director Force, requested the following amendments to the agenda:

- Change CMATT Budget Modification from an informational item to an action item.
- Provide a Short Briefing on HB18-1198 (Best Practices for Boards and Commissions).
- Replace Grantee Reporting Requirements with Colorado Auto Theft YTD Data.
- LTC Barry Bratt motioned to approve the Agenda as amended.
- Toren Mushovic-Evers seconded the motion.
- **Motion Passed (unanimous)**



Public Comment

None

Standing Business

Approval of CATPA Board Minutes from June 21, 2018

- LTC Barry Bratt motioned to approve the minutes as presented.
- Sheriff Nowlin seconded the motion.
- **Motion Passed (unanimous)**

CATPA Financial Reports

Operating Budget Reports

FY2018 Grant Closing

Director Force provided a Grant Budget Report to the Board. As of today, the CATPA office has expended \$433,548.70 or 97.6% of its total budget. There is a balance remaining of \$10,451.30 or 2.4%. Director Force informed the Board that FY2018 closed on June 30, 2018, approximately 2 weeks ago. Of the 6.1 million awarded, all but \$156,545.59 was spent. Director Force informed the Board that all grantees did good at spending all their funds. Director Force informed the Board that CATPA hit a new benchmark of leaving 2.5% of all funds unspent. Historically the rate of unspent funds has been around 12%. Director Force discussed the two grantees who left the majority funds remaining. The Attorney General's office had a cost savings due to a vacancy leaving 8.7% unexpended. BATTLE planned to spend 100% of their grant; however, 7% remained unexpended primarily on their Equipment Line.

Director Force explained the \$97,000 left unspent by BATTLE was because of a delay in the integration of the ALPR Database which set in motion a delay in the purchase of the necessary ALPR's. The ALPR Database was launched February 2018 which only allowed for delivery of a portion of the equipment needed.

It was asked if there was an error in the amount remaining for CMATT. Director Force clarified the Board that CMATT expended all but \$3.22 of their award. Director Force also informed the Board that the City of Lakewood absorbed approximately \$30,000 in personnel costs for the month of June.

- Cory Amend made a motion to approve the budget as presented.
- Jason Juarez seconded the motion.
- **Motion Passed (unanimous)**

FY2019 Budget

Director Force presented the FY2019 Grant Budget Report to the Board. FY2019 started on July 1, 2018. Director Force informed the Board that \$6,162,212.01 was awarded. As of this report one cash advance for \$20,500.00 has been approved and sent to CATI.

- LTC Barry Bratt made a motion to approve the Operating Budget Report as presented.
- Lovre Brajkovic seconded the motion.
- **Motion Passed (unanimous)**



Fund Balance Summary

Director Force provided the Fund Balance Summary to the Board showing the amount of revenue collected from 2008 through present. For the 2017 Assessment year, the total revenue collected was \$5,017,990.51. This is an overage of 51 cents. The 51 cents are from one insurance company overpaying by 50 cents and a second insurance company sending 01 cents as a test to ensure they are able to transfer funds electronically in the future. Both companies were informed of their overpayment. Director Force informed the Board that the cash fund balance as of now is at \$5,000,000.00.

Grant Project Report

Director Force informed board members the Addendum includes all final reports from grantees except CBI. Additionally, he reported that all final reimbursement requests have been processed by CATPA. As a note, the City of Lakewood absorbed approximately \$30,000 in personnel costs from the FY2018 CMATT grant, as the amount could not be reimbursed due to the grant award being maximized. Director Force informed the Board that there were no major issues with the Grantees and the CATPA Staff is planning to perform site visits, which will be reported in future meetings.

No comments were made by the Board.

- Cory Amend made a motion to approve the Grantee Budget Report as presented.
- Lovre Brajkovic seconded the motion.
- **Motion Passed (unanimous)**

Grant Update - Modification Requests

CBI Budget Modification #3

Grant Manager Kenya Lyons gave a briefing on the CBI Budget Modification #3. The modification was electronically approved by the Board on August 3, 2018. The modification was requested to close the FY2018 CBI Grant. Below is a summary of the modification that resulted in an increase to Supplies and Operating.

Budget Group	Amount	Notes
Personnel – Salary		
Personnel – Overtime	\$2,129.73	Modification #3
Supplies & Operating	-\$29,750.00	
Travel	\$ 570.27	
Equipment		
Consulting Services	\$27,050.00	
Grant Administration		
Total	\$ 0.00	

No comments or objections were made the modification.

- **No Action Taken**

CMATT Budget Modification #4

Grant Manager Kenya Lyons advised that CMATT had submitted Budget Modification #4 for Board approval. Below is a summary of the modification that resulted in spreading unspent Personnel funds across other line items to close the grant for FY2018.



Budget Group	Amount	Notes
Personnel – Salary	-\$85,680.00	Modification #4
Personnel – Overtime	\$12,586.00	
Supplies & Operating	\$44,118.00	
Travel	\$1150.00	
Equipment	3,056.00	
Consulting Services	\$24,643.00	
Grant Administration	\$127.00	
Total	\$ 0.00	

The funding moved to consulting services was to cover costs for the Vehicle Hardening Project, which were unanticipated until the grant project closing.

No comments or objections were made by the Board.

- LTC Barry Bratt made a motion to approve the CMATT Budget Modification as presented.
- Cory Amend seconded the motion.
- **Motion Passed (unanimous)**

BATTLE Budget Modification #4

Grant Manager Kenya Lyons advised BATTLE had submitted Budget Modification #4 that was electronically approved by the Board on August 1, 2018. Below is a summary of the modification that resulted in spreading unspent Supplies and Operating funds to Personnel for closing the grant for FY2018.

Budget Group	Amount	Notes
Personnel – Salary	22,120.78	Modification #3
Personnel – Overtime		
Supplies & Operating	-22,120.78	
Travel		
Equipment		
Consulting Services		
Grant Administration		
Total	\$ 0.00	

No comments or objections were made to CATPA staff approval on 08/01/2018.

- **No Action Taken**

Site Visit – CATI (August 15, 2018)

Grant Manager Kenya Lyons reported the CATPA staff performed a site visit to CATI on August 15, 2018. Director Force, Grant Manager Kenya Lyons and Grant Specialist Krystal Cook-Matson attended the site visit. CATI was very receptive and accommodating. CATI provided documents prior to the site visit which helped make the site visit successful. Recommendations and findings will be presented to CATI in approximately 2 weeks, once additional requested documents have been received and reviewed.

Grant Manager Kenya Lyons informed the Board that the site visit for the Attorney General’s Office will be in October followed by CAAT in November or December.

No comments were made by the Board.

- **Information - No Action Taken**



HB 18-1198 (Best Practices for Boards and Commissions)

Director Force informed the Board that HB18-1198 passed. This bill is effective on January 1, 2019. The bill will have an impact on the way the CATPA Board operates. In particular, the CATPA Board will have additional requirements, specifically in regard to formal by-laws and training sessions. The Bill provides compliance review by the Department of Public Safety and Director Force is working with the CDPS Compliance Office to identify necessary modifications or changes with the existing Board By-Laws and training.

No comments were made by the Board.

- **Information - No Action Taken**

Old Business

IAATI 2021 Conference

Director Force reported on his attendance at the IAATI Conference from August 3-8, 2018. He informed the Board that he met with the IAATI Site Committee and gained approval to bring the international conference to Colorado in 2021. Director Force will be meeting with the IAATI Finance Committee in the upcoming weeks to establish cost projections. Director Force met with the CATI Board to discuss the IAATI 2021 Conference. Director Force discussed Sponsorship Fees and modifying the emphasis of the statewide conference to migrate towards the international conference in 2021. A key emphasis for the 2021 conference will be developing a training track for crime analysts, district attorney's/prosecutors, and law enforcement leadership/command executives. The Executive Board at CATI is in favor of this endeavor. As planning progresses, additional information will be forthcoming.

- **Information – No Action Taken**

New Business

Colorado Auto Theft YTD Data

Director Force gave an account of the Colorado reported Auto Theft rates. January through June 2018 is up 20% from the same period last year. Furthermore, the per capita and per registration rate per 100,00 vehicles is up 14.5% from 2017 and 45% since 2015. Pueblo continues to be above the state average. Nationally Pueblo ranks #3 down from #2 last year. Director Force informed the Board that he is working with Pueblo to address this situation.

A Board member asked for recovery and prosecution statistics. Director Force responded with an 87% recovery rate in Colorado and nationally that average is 43%. Currently Colorado has a 70% recovery rate the vehicle will be found within 45 days. Director Force informed the Board that the Eastern States are seeing a decrease in theft and the Western States are seeing an increase in theft nationally which may be due to population migration to the west.

It was asked what the ratio is between in-state and out-of-state registered vehicles stolen in Colorado. Director Force informed the Board as of June, there have been 10,000 thefts of which 244 are out of state vehicles. LTC Barry Bratt asked Director Force to look at influential factors and to e-mail him the numbers.

- **Information – No Action Taken**

CATPA Board Vacancies

Director Force reported there are currently two vacancies on the CATPA Board. The vacancies are for one law enforcement representative (traditionally held by a chief of police) and one insurance representative. Director Force sent a request to CBI Director John Camper, President of the Colorado Association of Chiefs of Police, and Broomfield Chief Gary Creager, 1st Vice Present of the Colorado



Association of Chiefs of Police, to provide recommendations to fill the vacancy to the Governor's Office. Director Force also contacted State Farm and Carole Walker, RMIAA Director, to provide a recommendation to the Governor's Office.

LTC Bratt commented that the Sherriff Association should be contacted.

Information – No Action Taken

Vice Chair Election

Director Force asked for nominations to fill the vice chair position consistent with the Board's By-Laws, Article I.4. LTC Barry Bratt was nominated to be the vice chair.

No comments were made by the Board.

- Cory Amend made a motion to appoint LTC Barry Bratt as the Vice Chair.
- Toren Mushovic-Evers seconded the motion.
- LTC Barry Bratt abstained.
- **Motion Passed (unanimous)**

IAATI Awards

Director Force informed the Board that BATTLE South was nominated and awarded the Award of Merit from IAATI. Director Force was asked by Captain Mason to accept the award on behalf of BATTLE South, as Deputy Scott Stone was the initial award recipient but was hospitalized prior to his travel to Pennsylvania. This is the first time that a Colorado CATPA Task Force has received an IAATI Award. In addition, Director Force was presented with the IAATI Directors Award. LTC Barry Bratt and Sheriff Nowlin congratulated Director Force for a job well done. LTC Barry Bratt asked that photo be taken of the respective awards and be sent to him for publication. Sheriff Nowlin will look into getting an article published in the County Sheriff's magazine.

- **Information – No Action Taken**

Colorado State Fair

John Henry, CAAT, informed the Board that the "Kilo Car" will be at the Colorado State Fair in Pueblo in the Ag Building Exhibition Hall from August 24, 2018 through September 3, 2018. John Henry reported in addition to the "Kilo Car" there will be a video presentation looped on a TV which includes public service announcements previously produced by CAAT. Additionally, there will be handouts of the hot spot maps, top 5 stolen vehicles, and CATPA key chains, with the CATPA logo and lockdownyourcar.org website. It was asked by Cory Amend if quantitative or qualitative data for the number of visitors at the Colorado State Fair would be available. John Henry informed the Board that the State Fair officials will collect data for the number of visitors at the Fair.

- **Information – No Action Taken**

ATPA Committee Report

Director Force discussed the ATPA meeting which was held at IAATI Conference. During this meeting, the ATICC database was demonstrated by Bryan White, Planet Technologies, Inc., and received very positive comments. Also, Brian Struck, Numerica Corporation, gave a presentation on the CATPA ALPR Database Centralization Project, which was also very well received. The two programs were complimented by the attendees as evidencing Colorado as a leader in auto theft prevention.

- **Information – No Action Taken**



Pueblo Strategic Plan to Reduce Auto Theft

Director Force informed the Board that he and Captain Mason are actively working with Pueblo Police Department Deputy Chief Noeller to create a strategic plan that is innovative and progressive to address the need in reducing auto theft. The initial stages of the plan would be identifying the need to procure ALPRs, increase overtime, and implement innovative approaches for elevating public awareness and prevention concepts. Director Force informed the Board there is a unique marking system, which may be ideal for addressing trailer theft recoveries, which will provide the ability for stolen identity and recovery.

- **Information – No Action Taken**

Next Meeting

October 18, 2018 from 1:30 PM to 3:30 PM
CATPA Office
710 Kipling Street, Suite 106
Lakewood, CO 80215

Adjourn

The meeting was adjourned at 2:48 p.m.
