



Date: December 15, 2016
Location: CATPA Office
 710 Kipling Street; Suite 106

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

Conference Call Passcode: 948348#
Long Distance: 1-877-820-7831 or Denver/Metro: 720-279-0026

Attending Board Members

- | | |
|---|---|
| <input checked="" type="checkbox"/> Tonia Rumer, Chair Person | <input type="checkbox"/> Robert Pace, Insurance Rep. |
| <input checked="" type="checkbox"/> Sheriff Steve Nowlin, Vice Chair Person | <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 type="checkbox"/> Ron Kammerzell, DOR | <input checked="" type="checkbox"/> Toren Evers-Mushovic, Consumer Rep. |
| <input checked="" type="checkbox"/> Deputy Director Mark Savage, CDPS | |

Attending CATPA Office Staff

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

Public: Division Chief Mike Becker, - Lakewood PD
 Chris Tyus, CATI

Public Comment: Division Chief Mike Becker wanted to thank the members of the CATPA Board for all their support during his career. The Board also presented Division Chief Becker a plaque recognizing his leadership and wishing him well in retirement.

Call to Order

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

Introductions

Agenda Amendments

Due to the scheduling conflicts of the DORA representative the agenda items dealing with the Sunset Review will be tabled this month.

- *A motion was made to approve the December 15, 2016 agenda with the postponement of the Sunset Review agenda items by Judi Burk.*
- *The motion was seconded by Chief Tovrea.*
- *The motion passed unanimously.*

Standing Business

Minutes-

- *A motion was made to approve the November 17, 2016 meeting minutes as presented by Jason Juarez.*



- *The motion was seconded by Sheriff Nowlin.*
- *The motion passed unanimously.*

Budget Reports

*Charla Phagan provided a briefing of the December 15, 2016 **Operating Budget Report** to the Board.*

- *A motion was made to approve the December 15, 2016 Operating Budget Report as presented by Sheriff Nowlin.*
- *The motion was seconded by Judy Burk.*
- *The motion passed unanimously.*

*Kenya Lyons provided a briefing of the December 15, 2016 **Grant Budget Reports** to the Board.*

- *A motion was made to approve the December 15, 2016 Grant Budget Reports as presented by Deputy Chief Mark Savage.*
- *The motion was seconded by Judi Burk.*
- *The motion passed unanimously.*

Grantee Updates

CMATT FY17 Reimbursements- CMATT is requesting to use funds from FY18 to pay expenses from FY17. The expenses are for overtime (Adams County SO and CSP) and a Comcast bill incurred with the move to the co-location. The Board is concerned about this practice and wonders what assurances are there that this will not happen again in the future. Staff noted the next agenda item address this problem

- *A motion was made to allow payment of FY17 expenses with funds from the FY18 budget by Jason Juarez.*
- *The motion was seconded by Judi Burk.*
- *The motion passed with one opposing vote.*

CATPA Board Final Payment Resolution- CATPA staff drafted this memorandum brought before the Board as a means to bring consistency and accountability to the grant closing procedure. Historically grantees have been given too much leniency with the closing deadlines. Having a written document from the Board will give grantees and their partner agencies a formal document with the policy for reference (the wording in the application is in the special conditions and can be missed if the application is not reference thoroughly and the partnering agencies may not have access to the application).

Director Force will draft a memorandum, have Chair Tonia Rumer sign it then staff will distribute it (to Agency Heads, Grant managers as well as Project Directors) upon approval of the Board. Deputy Chief Savage has suggested that Law Enforcement members of the Board personally reach out to agency heads to follow up after the distribution of the memorandum.

Continued delinquency by grantees could be cause for non-payment; however the Board does not want to compromise public safety by denying funds. This would also affect the past performance criteria of the next application cycle.

- *A motion was made to approve the distribution of a Resolution of Final Payment Memorandum by Sheriff Nowlin.*
- *The motion was seconded by Chief Tovrea.*



- *The motion passed unanimously.*

Aurora Theatre Shooting Presentation- CATI is bringing the Aurora Theater Shooting Presentation before the Board as a suggested training for the CATI conference. The initial concern of the Board is the correlation this training has to auto theft.

- It is stated in the training preview that there are 25 lessons learned from the shooting- the Board would like to know what these are.
- Deputy Chief Savage noted that the investigative techniques would crossover to auto theft prevention skills.
- What is the appearance factor if the Board denies this training and there ends up being high profile cases in the media with negative connotations?
- It was suggested that this training be presented after hours at the conference.

The Board unanimously decided to table this item until CATI can offer more details.

FY18 Grant Application Training- Staff conducted training for anticipated FY18 grant applicants which reviewed the Grant Managers Guidance document and the FY18 Grant Application. There was time set aside so that applicants could work on filling out their application while staff was present and able to answer questions. This was well received by the applicants.

New Business-

Sunset Review Process- Tabled.

CATPA YTD Activities & PIO Plan- Director Force shared a 12 month CATPA activity and PIO plan as a means of continually getting word out to audiences about CATPA and the work being done to prevent auto theft in Colorado as well as auto theft prevention tips for the public.

Sunset Review Process- Tabled.

Director's Report-

Financial Changes from Audit- The Auditor's Office has found fault with the deferral of the second collection period fees from one fiscal year to another stating that it goes against General Account Practices. CATPA will be required to move the second collection period fees to the fiscal year in which it was collected. This will cause an excess revenue balance that will exceed our Spending Authority. Director Force plans to ask for an increase to our Spending Authority to approximately 6.2 million.

Sunset Review- Tabled.



Unfinished Business

2016 Regulations, Rules & Review Report – Director Force prepared a 2016 CATPA Regulations Rules Review document and presented to the Board for review. Upon review and approval from the Board the document will be presented to the Executive Director’s Office.

- *A motion was made to approve the 2016 Regulations, Rules Review Report by Sheriff Nowlin.*
- *The motion was seconded by Chief Tovrea.*
- *The motion passed unanimously.*

NEXT MEETING: January 19, 2017 at the CATPA Offices.

ADJOURN:

The meeting was adjourned at 3:42 p.m.
