



# CATPA Board Minutes

**Date:** February 18, 2016  
**Location:** CATPA Offices  
 710 Kipling Street, Suite 106  
 Lakewood, CO 80215

**Scheduled Time:** 1:30 PM – 3:30 PM  
**Conference Call Passcode:** 948348#  
**Long Distance:** 1-877-820-7831  
**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 type="checkbox"/> Chief Kevin Paletta, Law Enforcement     |
| <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 checked="" type="checkbox"/> Josh Gates, Consumer Rep.     |
| <input type="checkbox"/> LTC Brenda Leffler, 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    |

### Call to Order

The meeting was called to order at 1:26 p.m.

### Introductions

Josh Gates was introduced as the new Consumer Representative to the Board.

### Public

Commander Mike Becker, CMATT  
 Bryan White, Planet Technologies  
 Mora Fiedler, Colorado State Patrol Grant Management Office

### Agenda Amendments

There was a request to have CAAT present about Puffer week during the Grantee Update presented.

- *A motion was made to approve the February 18, 2016 agenda with the CAAT update by Sheriff Steve Nowlin.*
- *The motion was seconded by Ron Kammerzell.*
- *The motion passed unanimously.*

### Nomination for Board Chair

Carole Walker nominated Tonia Rumer as Board Chair. Judi Burk seconded the motion. The motion passed unanimously.

### Nomination for Board Vice-Chair

Judi Burk nominated Sheriff Steve Nowlin. Carole Walker seconded the motion. The motion passed unanimously.



## Standing Business

### Minutes/Budget Reports a typo was noted on page 3 (reviewed)

- A motion was made to approve the January 21, 2016 meeting minutes with the correction on page 3 by Jason Juarez.
- The motion was seconded by Ron Kammerzell.
- The motion passed unanimously.

Charla Phagan provided a briefing of the February 18, 2016 **Operating Budget Report** to the Board.

- A motion was made to approve the February 18, 2016 Operating Budget Report by Ron Kammerzell.
- The motion was seconded by Sheriff Steve Nowlin.
- The motion passed unanimously.

Kenya Lyons provided a briefing of the February 18, 2016 **Grant Budget Report** to the Board.

- A motion was made to approve the February 18, 2016 Grant Budget Report by Judi Burk.
- The motion was seconded by Carole Walker.
- The motion passed unanimously.

### Grantee Budget Modifications -

ATICC – Due to cost savings, ATICC is seeking to move funds from the personnel budget line (\$20,100) and the grant administration line (\$6,500) in the amount of \$27,050 to the Computers and Software (\$5,700), Training and Travel (\$7,569) and Personal Services (\$14,981) budget lines. The funds would purchase 2 Surface Pro tablets and computer monitors, the attendance of three staff members to the IACA conference (out of state travel) and investigative overtime.

- A motion was made to approve the ATICC budget modification to move funds in the amount of \$27,050.00 to different budget lines (to purchase computers and monitors, send staff to IACA conference and add funds for investigative overtime) was made by Carole Walker.
- The motion was seconded by Ron Kammerzell.
- The motion passed unanimously.

### Grantee Updates-

#### AG'S OFFICE

The AG's office has requested a budget modification of \$850.00 (less than 10% of grant total) to be moved within existing budget lines. The funds would be used to purchase a property identity kit, a briefcase and a bullet proof vest. The Board was unanimous in approving this action.

#### CATI

CATI is working with the hotel to adjust the payment terms for the conference. CATPA staff is advocating that CATPA should initiate a state bid process in the future in order to eliminate the need for an advance funds to secure a venue.

#### CAAT-

Carole Walker reported that there was very good cooperation among the task forces this year in regards to sharing/coordinating events with CAAT and participating in the social media campaigns.

- CAAT was able to use results from the Omni polling in their puffer week press releases.



- Good Morning America actually coordinated with CAAT and ran a national story from Denver during puffer week.
- Channel 4 News did a story about an auto theft that led to a home invasion.
- Carole mentioned that there are Lockdown bags available for CATI to use for this year's conference.

CATPA Running Balance Report- Director Force researched Senate Bill 98-194 limiting uncommitted reserves and its application to CATPA. In 2010 CATPA was listed on the State Auditor's Cash Funds Uncommitted Reserves Report for being non-compliant. The Department of Public Safety responded that CATPA was not subject to this requirement. To date CATPA is listed on the report; however a balance for the CATPA fund is not shown.

- It was suggested that the Board come up with a policy to establish what the CATPA reserve should be.
- The 16.5% from SB98-194 is too low.
- TABOR is based upon the amount spent- not amount collected. It was suggested that the CATPA reserve should be based upon collections in the amount of 30% which would allow for three months of expenses in the close out process.
- In 2015 the Joint Budget Committee passed a law that if a fund is noncompliant and has not reduced the reserve to 16.5% within three years the spending authority will be reduced.

## **New Business**

### **FY17 Grant Award Funding Level-**

Director Force will prepare a briefing for the Board with funding recommendations for the March 17 meeting.

### **Review & Approval of CATPA Bylaws and Communication Plan**

CATPA staff reviewed the Bylaws and Communication Plan and did not find the need for any revisions at this time. There were not any changes presented by Board members either.

- *A motion was made to approve the CATPA Bylaws and Communication Plan as is by Ron Kammerzell.*
- *The motion was seconded by Sheriff Steve Nowlin.*
- *The motion passed unanimously.*

## **CATPA Briefings/Reports**

### **Metro Task Force Colocation Update**

- Commander Becker and Director Force recently went for a site visit at the co-location and reported that they are extremely pleased with the progress being made- drywall is up and technology was installed. Hoping the task forces will be able to move in the first week of April.
- After the move a CATPA Board meeting will be held at the co-location so that the Board members can see the new location.
- Inter-Governmental Agreements have been approved for Lakewood and Aurora- Denver will be approved next.
- A Sergeants meeting is being planned to evaluate training and operational needs.
- After the move to the co-location is complete Chief Paletta will fill the Commander position. Commander Becker will shadow for three months then retire.



**ALPR Discovery Project-** Bryan White accompanied the CATPA staff to the ALPR inspections and spoke with the IT personnel about each task force's ALPR system. There are 43 units connected to backend servers in 5 locations throughout the state and one cloud solution hosted by a third party vendor. There is concern about the data hosted on the cloud solution, as the data/images can be sold.

A standards and policy document has been created for use by all CATPA sponsored ALPR systems.

- Data captured will be shared with CCIC & NCIC via Nlets.
- Data will only be shared with Law Enforcement agencies.
- Data will be purged according to state statute.
- Data is subject to audits to ensure compliance.

The ultimate goal of centralizing the data can be done via three different methods:

1. Nlets only – data shared with CCIC/NCIC by developing a web service for each manufacturer then deploying to each backend server. This requires minimal hardware and is most cost effective.
2. Centralized Server- this method is not recommended because of network infrastructure and cost, but would allow a single database for all ALPR data.
3. Ground Up Architecture- This is not a bad solution however the network/hardware issues will be costly (all new equipment must be purchased) and limited to one vendor. Only capable of collecting CATPA data.

**FY17 CATPA Applicant Interviews, Reviews and Awards-** This is scheduled for March 17, 2016 and will take place at Colorado Farm Bureau.

## **Unfinished Business**

### **Next Meeting**

The next CATPA Board meeting will be on 3/17/2016 at the Colorado Farm Bureau, 9177 East Mineral Circle, Centennial, CO 80112 from 1:30pm – 3:30pm.

## **ADJOURN:**

The meeting was adjourned at 3:12 p.m.

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