



Date: November 16, 2017

Time: 1:30 PM – 3:30 PM

Location: CATPA Office
 710 Kipling Street
 Denver, CO 80215

Chair: Sheriff Steve Nowlin
 Vice Chair:

Conference Call: CATPA Conference Phone

Attending Board Members

- | | |
|--|---|
| <input checked="" type="checkbox"/> Tonia Rumer, Insurance Rep. | <input checked="" type="checkbox"/> Robert Pace, Insurance Rep. |
| <input checked="" type="checkbox"/> Sheriff Steve Nowlin, Law Enforcement Rep. | <input checked="" type="checkbox"/> Chief Michelle 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"/> 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

- John Henry, Public Outreach Consultant

Call to Order

The meeting was called to order at 1:32 p.m.

Introductions

Board members, CATPA staff and public attendees introduced themselves.

Agenda Amendments

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

Public Comment

None

Standing Business

Approval of CATPA Board Minutes from October 19, 2017



Corrections: Sheriff Nowlin and LTC Barry Bratt motioned to have the language changed for Ron Kammerzell's gifts.

- LTC Barry Bratt motioned to approve the minutes with amendments.
- Jason Juarez seconded the motion.
- **Motion Passed (unanimous)**

CATPA Financial Reports

Operating Budget Report

Director Force provided a briefing of the 2018 Operating Budget indicating the administrative budget is on-track. As of today, a total of \$154,878.89 has been spent leaving a balance of \$283,749.74 available for expenditures. Director Force advised the Board that he didn't foresee any unexpected expenditures to occur. Director Force informed the Board that the CDPS Financial Services member, Bernadette Borrego, has started working with CATPA staff on the reconciliation.

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

Grantee Budget Report

Grant Manager Kenya Lyons presented the FY18 Grant report for the 1st quarter which ended on September 30, 2017. Kenya Lyons informed the Board that 20% of the total awarded budget has been expended as of today for the 1st quarter. This percent doesn't include the ATICC invoice for September as the program has been working on resolving a Kronos Timekeeping issue. As of today, CATI and CAAT have submitted their October invoices for reimbursement. CATI invoiced \$12,699.63 for expenditures and requested \$20,000 for an advance.

It was asked what the term "encumbered" meant when looking at the grantee report. Kenya Lyons informed the Board that the term "encumbered" means that the invoice has been received; however, it has not made it through the entire reimbursement process. It was asked what the encumbered dollar amounts represented. For the AG's Office the \$68,764.52 is primarily for personnel costs. For BATTLE the \$64,584.20 is primarily for overtime and supplies. For CMATT the \$199,656.60 is primarily for personnel costs for the fulltime investigators and crime analysts. It was asked if on a monthly or quarterly basis a brief summary could accompany the grantee report to provide the Board with a better understanding of expenditures. It was agreed upon that the brief summary would be included on a quarterly basis.

- LTC Barry Bratt made a motion to approve the grantee budget as presented with the amendment of the brief summary quarterly.
- Chief Michelle Tovrea seconded the motion.
- **Motion Passed (unanimous)**

Grantee Update

Grant Manager Kenya Lyons briefed the Board that the invitations for the December Grant Workshop have been sent out to recipients. The workshop is scheduled for December 7, 2017 from 11:00 am to 3:00 pm at the Lakewood Cultural Center. As of today, there have been 12 people who have responded; however, several of the grantees have yet to respond. At the



workshop the current application as well as the new application will be available to the grantees.

Kenya Lyons informed the Board that CATI may be requesting a budget modification of \$2,000 contingent on whether Keri Lawler, crime analyst, is able to attend a training being offered to only 20 individuals within the United States. It was asked that if Keri Lawler is able to attend the training if she would do a presentation to the board. Kenya Lyons informed the Board that the CATI Conference will be held April 15th – 19th in Durango. Director Force informed the Board that the April Board Meeting usually occurs at the same location as the CATI conference.

Director Force informed the Board that CMATT was awarded an achievement award from CATI for their work with the Gutter Punk Crew and Planet Dealership cases. These awards were given out on November 15, 2017 during the CATI meeting.

Director Force updated the Board on Denver Police Department's new flyer on top most stolen vehicles. This flyer was mailed out to the registered owners' of the top most stolen vehicles in Denver. Director Force informed the Board that Denver Police Department is also working on a smash & grab video that will be coming out soon.

Carole Walker informed the Board that CAAT is working on its grass roots production. CAAT is working closely with ATICC and CATI. Carole Walker explained to the Board that over the past couple of weeks CAAT has been working on public education and awareness of CATPA and auto theft. Carole informed the Board that Puffer Week will be January 22, 2018 – January 27, 2018.

- **Information – No Action Taken**

Old Business

ALPR Database Consolidation Effort

Director Force gave an update on the ALPR Database Consolidation. Director Force informed the Board that he provided the \$39,900 price quote to Captain Mason and Commander Greenwell to see if there was funding in the existing budget. Captain Mason may have found some if not all of the money in his current budget needed to fund the project. If funding is unavailable, this may be included in the FY19 Grant Applications. LTC Barry Bratt asked if there has been a discussion with OIT on this project. Director Force informed the group that he has spoken to OIT and CBI on the project and both are in agreement. Sheriff Nowlin asked if the CDOT ALPR's would be included in the data. Director Force informed the group that CDOT's ALPR's are stand-alone cameras that will not have the data consolidated into the database. If CDOT were to include these ALPR's in the data consolidation it would be a violation of state statute and CDOT could potentially lose federal funding.

- **Information – No Action Taken**

Colorado Trends in Auto Theft

Director Force briefed the Board that the state is seeing a 6% increase in Auto Theft statewide over the last year-to-date. This time last year that was an increase of 24%. Director Force informed the Board that the Southern Corridor has seen a decrease of 6%, Longs Peak has seen a decrease of 3%, the Western Slope has seen a 3% increase, but the majority of the increase is within the Denver Metro Area. Director Force informed the Board that Commander Greenwell and Captain Mason



have been tasked with determining strategies on how to decrease or have a zero percent increase for the remainder of the year.

- **Information – No Action Taken**

FY2009 to FY2018 CATPA Cash Fund Financial Review

Director Force updated the Board on the FY2008 to FY2018 CATPA Cash Fund Financial Review process. As of today, the revenue and grants have been reconciled back to FY2008. Currently, CATPA staff is working on reconciling expenditures from FY2018 back to FY2008. CAPTA staff will be meeting with CDPS Financial Services Accountant, Bernadette Borrego on November 28, 2017 to sign off on financials. As of today, there is approximately 5 million in uncommitted funds in the account collecting interest.

- **Information – No Action Taken**

FY2019 Grant Workshop

Director Force informed the Board that the FY19 Grant Workshop will be held on December 7, 2017 at the Lakewood Cultural Center in the Orchard Room. The Lakewood Cultural Center is behind the Lakewood Police Department. Kenya Lyons asked that board members attend the workshop if at all possible. Carole Walker informed the group that she would be unavailable to attend. Judi Burk and Chief Michelle Tovrea asked to have an invitation sent to them.

- **Information – No Action Taken**

New Business

November ATPA Call (Best Practices)

Director Force briefed the board on the November ATPA Call where it was determined that two best practices needed to be developed. The two best practices are for 1) public education and 2) vertical prosecution. Carole Walker will be working with the group on best practices for public education. Jo-Ann Tierney and Bryan Wilson will take the lead on the vertical prosecution best practices.

Carole Walker praised Director Force's leadership and key role in the November ATPA Call.

El Paso County Sheriff's Office CATPA Briefing

Director Force informed the Board that John Henry and himself met with the El Paso County Sheriff's Office to discuss CATPA with command staff. John Henry used the CATPA video to help foster discussion at the meeting.

IACP Vehicle Crimes Committee

Director Force briefed the Board on IACP Vehicle Crimes Committee meeting. Director Force informed the board that there are six resolutions that are now available to members to vote on. Director Force asked the board members to spread the word about voting on the six resolutions. It was also discussed in the IACP Committee that there are a number of emerging technologies. Director Force informed the board that among these emerging technologies, San Francisco has transitioned to digital plates. With these new technologies come cyber threats related to auto theft. Director Force briefed the Board on NHTSA not being aware of theft being related to secondary crimes in the United States.

Unfinished Business

Next Meeting



December 21, 2017 from 1:30 PM to 3:30 PM
American Family Insurance
9510 Meridian Blvd.
Mt. Evan's Room
Englewood, CO 80130

Adjourn

The meeting was adjourned at 2:40 p.m.
