



Date: May 19, 2016
Location: CATPA Offices
 710 Kipling Street, #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 checked="" type="checkbox"/> Chief Kevin Paletta, Law Enforcement |
| <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 type="checkbox"/> Carole Walker, Insurance Rep. |
| <input checked="" type="checkbox"/> Ron Kammerzell, DOR | <input type="checkbox"/> Vacant, 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 |

Public: Mike Becker, CMATT Commander

Call to Order

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

Introductions

Agenda Amendments

It was a unanimous decision of the Board to take off the commodity metal taskforce item until next meeting.

Standing Business

Minutes-

- A motion was made to approve the February 18, 2016 meeting minutes by Ron Kammerzell.
- The motion was seconded by Jess Redman.
- The motion passed unanimously.

- A motion was made to approve the March 17, 2016 meeting minutes by Chief Kevin Paletta.
- The motion was seconded by Ron Kammerzell.
- The motion passed unanimously.

- A motion was made to approve the April 28, 2016 meeting minutes by Judi Burk.
- The motion was seconded by Jason Juarez.
- The motion passed unanimously.

Budget Reports

Charla Phagan provided a briefing of the May 19, 2016 **Operating Budget Report** to the Board.



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

Kenya Lyons provided a briefing of the May 19, 2016 **Grant Budget Report** to the Board.

- A motion was made to approve the February 18, 2016 Grant Budget Report by Jess Redman.
- The motion was seconded by Ron Kammerzell.
- The motion passed unanimously.

Robert Force provided a briefing of the May 19, 2016 **Running Balance Report** to the Board.

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

Grantee Updates

Quarterly reimbursements have been requested and there are no budget modifications at this time.

CMATT- The target date for the col-location is now the end of May due to delays with Century Link. An email was sent to the command staff for the different agencies in order to clarify policy/procedures to hopefully prevent problems and establish a unity of command

IACP Vehicle Crime Award of Merit Nominations: Both Commander Becker and Captain Mason submitted nominations on behalf of CMATT and BATTLE. The nomination committee was impressed with the nominations received. The recipients will be announced in August.

FY17 Update- Staff will now add FY17 to the Grant Financial Report to show a complete picture. The contracts for FY17 have been executed and are awaiting signatures. There have not been any issues with the contracts.

New Business-

Office of the State Auditor-

CATPA staff received notification of an audit. Staff met with a representative from the Office of the State Auditor and at this time gave background about the purpose of CATPA and how we operate. A request for backup documentation for 10 Operating Budget transactions and 15 Grant Management transactions were requested. Staff was able to gather the documentation.

Director Force also addressed some issues that CATPA wanted clarity on:

- Cash Fund Reserve Balance- CATPA would like to make sure that it is not included in the Cash Funds Uncommitted Reserves Report.
- Process of grant deliveries – the auditor was impressed with internal tracking system in place.



- Cash Advances- Staff reiterated that the Board put stipulations on the grantees before approving the cash advances. Staff noted that having an advance on the books for most of the grant cycle is problematic. Auditor understood the need for the cash advances.
- TABOR- Staff would like clarity about TABOR applying to CATPA. To date there have been conflicting answers.

CATPA was linked to a bill during the end of the legislative session which in the end never passed.

Sunset Review Update- The Board discussed the need to line up a sponsor to continue the CATPA legislation. Carole Walker advised to wait until after the current elections in November 2016 as we would have a clearer picture of available sponsors.

Retirement of Chief Kevin Paletta-

Staff and Board members communicated their appreciation to Chief Paletta for all he has done for CATPA and wished him continued happiness in his retirement. Chief Paletta was presented mementos from the Board

Unfinished Business

The next CATPA Board meeting will be on 6/16/2016 at the CATPA Offices, 710 Kipling Street, Suite 106, Lakewood 80215 from 1:30pm – 3:30pm.

ADJOURN:

The meeting was adjourned at 2:15 p.m.
