

WASHINGTON AUTO THEFT PREVENTION AUTHORITY

WASHINGTON ASSOCIATION OF SHERIFFS AND POLICE CHIEFS
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Jim LaMunyon, WATPA Executive Director

“preventing auto theft in the State of Washington”



MEMBERS PRESENT: Don Pierce (Chair), Merle Pfeifer, Mike West, Emil Dammel, Dan Satterberg, Steve Strachan, John Lovick, Harvey Gjesdal, Ken Hohenberg, John Batiste, Jim LaMunyon (Staff)

PROXIES REPRESENTED: None

MEMBERS ABSENT: None

GUESTS PRESENT: Jamie Yoder, James McMahan, Nancy Morris

CALL TO ORDER:

Don Pierce, Authority Chair, called the second meeting of the Washington Auto Theft Prevention Authority to order at 10:00 am on March 20, 2008. Following brief remarks by Mr. Pierce, self introductions occurred.

Mr. Pierce informed the Authority that the retreat that was in the works for late-March has been temporarily postponed and may occur in late summer or early fall.

Mr. Pierce also announced auto theft has decreased by 25-percent this year. Dan Satterberg added that in February 2008 there were 1,000 fewer stolen cars than in February 2007 in King County. Director LaMunyon added comments on working with the King County Prosecutors Staff on Auto Theft; the Staff are great to work with and are very excited about their program.

APPROVAL OF JANUARY 9, 2008 MINUTES:

Mike West made the motion to approve the January 9, 2008 minutes as written. John Lovick seconded the motion. Motion carried. Additional clarification on the progress of making a presentation to Representative Al O'Brien on the Authority occurred. Director LaMunyon is working with Don Pierce and James McMahan to schedule the presentation to Representative O'Brien.

FINANCIAL REPORT:

Director LaMunyon outlined the financial report as presented to the Authority (Attachment #1). The remaining operating budget is \$154,699 and the remaining balance for financial support to other agencies is \$5,101,560. Director LaMunyon informed the Authority that the 2007 balance can be rolled forward to the following fiscal year. The Authority's Treasury Account has a \$2,000,000 balance and the Authority is earning \$400,000-\$500,000 per month. **Dan Satterberg**

made the motion to approve the financial report as submitted. Harvey Gjesdal seconded the motion. Motion carried.

NICB REPORTS:

Director LaMunyon shared that the National Insurance Crime Bureau (NICB) has released a report on Analysis of National Crime Information Center (NCIC) data of stolen vehicle recoveries for 2006 and 2007 for all 50 states and the District of Columbia. In addition, at the request of the WATPA, NICB completed an analysis of motor vehicle trends in Washington. **(These reports are not for distribution beyond WATPA members).** Discussion on the NICB Reports occurred. No further action was taken.

WSU STUDY:

Director LaMunyon informed the Authority that Washington State University has submitted an estimate of \$44-thousand to complete the statewide study on Auto Theft. The estimate falls within the budget limitations set for this study. Director LaMunyon would like to move forward in entering a contract with WSU to complete this study. **Steve Strachan made the motion to approve contracting with WSU to complete the statewide study on auto theft. Mike West seconded the motion. Discussion occurred. Motion carried.**

WATCH YOUR CAR PROGRAM:

Director LaMunyon outlined the history of the Watch Your Car Program and shared information on Arizona's program. The Washington State program had limited participation and success. Discussion on the Watch Your Car Program occurred.

Members of the Authority would like to see an informational brochure be created for auto theft in general. Director LaMunyon indicated that the creation of informational documents is something that is planned. It is expected that these types of documents will be created when the public relations coordinator is employed in July.

Director LaMunyon requested 5-6 months to study the feasibility and the value of reinstating the Watch Your Car Program.

The Authority viewed a number of 'bait car' videos and discussed the value of using 'bait cars' and the ability for the Authority to purchase 'bait cars'.

Chief Strachan discussed the value of license plate readers. Kent Police Department has had great success in the first six months of utilizing its plate reader. The reader can run 3,000 license plates per shift. Kent PD has recovered roughly 50 stolen cars since the implementation of this device. Additional discussion on license plate readers occurred.

Don Pierce suggested utilizing Joanna Arlow to develop a model policy for the use of license plate readers and more specifically to address any issues with data storage and usage. The Authority unanimously agreed; Joanna Arlow will be on the agenda at the next Authority meeting to discuss this endeavor.

GRANT POLICIES AND PROCEDURES:

The Authority thoroughly reviewed the draft Grant Policies and Procedures document and made changes as necessary. It was clarified that grant announcements would be out in mid to late April and the deadline for application submissions would be June.

It was agreed upon by the Authority that an internal operating procedures document should be prepared by the next meeting. The operating procedures should include information on what constitutes a quorum, voting, committee/sub-committee make up, etc.

John Lovick made the motion to approve the Grant Policies and Procedures with the recommended changes. John Batiste seconded the motion. Motion carried.

2007-2009 OPERATIONS PLAN:

The Authority thoroughly reviewed the draft 2007-2009 Operations Plan and made changes as necessary.

John Batiste made the motion to approve the 2007-2009 Operations Plan with the recommended changes. Dan Satterberg seconded the motion. Motion carried.

MISSION, VALUES, STRATEGIC INTENTS AND ACTIONS:

The Authority reviewed the draft Mission, Values, Strategic Intents, and Actions. It was suggested that the Authority use the current document as a working draft and give additional attention to this matter at the Authority Retreat. Members of the Authority unanimously agreed.

John Lovick requested that when the final document is created that the word commitment be used in the values portion. The Authority agreed.

FUTURE MEETING DATES:

Authority members discussed scheduling of future meetings. It was confirmed that the Authority will meet on an every-other-month basis for the first year and then re-establish its meeting schedule at the end of one year. Director LaMunyon will email members of the Authority to determine the best dates for future meetings. Once a meeting schedule has been developed the schedule will be posted on the Authority's website.

It was recommended that an Executive Session be held at the next meeting of the Authority to discuss the Executive Director Position.

ADJOURN:

With no further business Don Pierce, Authority Chair, adjourned the meeting at 1:20 p.m.

Washington Association Of Sheriffs & Police Chiefs
 Statement of Functional Expenses
 For the Three Months Ending March 31, 2008

WA Auto Theft Prevention Authority

	<u>2007</u>	<u>2008</u>
Salaries	\$18,858	\$12,838
Payroll taxes and benefits	<u>3,277</u>	<u>3,646</u>
Total Salaries and Related Expenses	22,135	16,484
Professional fees		300
Conferences		125
Travel	1,750	1,048
Telephone		171
Supplies	26	75
Miscellaneous	67,668	33,834
Workshops		<u>125</u>
Total Expenses before Depreciation	<u>91,579</u>	<u>52,162</u>
Total Expenses	<u><u>91,579</u></u>	<u><u>52,162</u></u>

Remaining Operating Budget \$154,699

Remaining Financial Support \$5,101,560
 to Other Agencies