

WASHINGTON AUTO THEFT PREVENTION AUTHORITY

WASHINGTON ASSOCIATION OF SHERIFFS AND POLICE CHIEFS
3060 Willamette Drive NE, Suite 101 ~ Lacey, WA 98516 ~ Phone: (360) 292-7900 ~ Fax: (360) 292-7269 ~ Website: <http://watpa.waspc.org>
"preventing and reducing auto theft in the State of Washington"



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

PROXIES REPRESENTED: John Lovick

MEMBERS ABSENT: John Batiste

GUESTS PRESENT: Joanna Arlow, WASPC Policy Director; Nancy Morris, Accounting Services Support; Cynthia Jordan, Division Assistant.

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 May 8, 2008. Mr. Pierce gave a brief overview of Joanna Arlow's legislative background and self introductions occurred.

Mr. Pierce reminded the committee that only two members of the authority, Chief Batiste and himself, can have designees with voting rights sit in their absence. All other members are encouraged to send a representative in their absence to gather information and completely participate in the conversation but the policy adopted by the Authority prohibits them from voting.

APPROVAL OF MARCH 20, 2008 MINUTES:

Mike West noted that on page 3, under "MISSION, VALUES, STRATEGIC INTENTS AND ACTIONS", paragraph 1 that the word "Vales" should be "Values". Mike West made a motion to approve the March 20, 2008 minutes with the correction, seconded by Steve Strachan. Motion carried.

FINANCIAL REPORT:

Director LaMunyon reviewed the outlined financial report as presented to the Authority. WATPA, to date, has spent \$153,955. With two months left in this fiscal year there is \$115K left in the administrative budget. The Authority's treasury account as of May 1, 2008 has a balance of \$2,840,800. This is a gain of \$540K over the previous month but \$59 - 60K under the

*Washington Auto Theft Prevention
Authority*

JOHN BATISTE
Chief - WA State Patrol

EMIL DAMMEL
Insurance Industry

HARVEY GJESDAL
Sheriff - Douglas County

KEN HOHENBERG
Chief - Kennewick

JOHN LOVICK
Sheriff - Snohomish County

MERLE PFIEFER
General Public

DON PIERCE
Executive Director - WASPC

DAN SATTERBERG
Prosecuting Attorney - King County

STEVE STRACHAN
Chief - Kent

MICHAEL WEST
Automobile Industry

JIM LAMUNYON
Executive Director - WATPA

projected monthly revenue for this program. The total account balance is approximately \$554K less than what was projected for this point in the fiscal year. Director Jim LaMunyon shared that the Authority's legislative appropriation for the next fiscal year is a total of \$6.92M, with an anticipated \$6.4M available for grants. Future financial reports will contain income and expenditure statements.

AUTO THEFT PREVENTION PROGRAMS:

Dan Satterberg reported on the King County Prosecutor's Office Car Theft Unit (CTI) that was created in 2005. CTI is committed to filing all auto theft cases within 48 hours, combining pending cases, and recommending the maximum sentencing. Since 2005, King County has experienced a 55% reduction in auto theft through the first quarter of 2008.

Further discussion by members indicated that counties that border those with aggressive auto theft prevention programs have seen an increase in auto thefts. A strong link exists between the focus on auto theft prevention and the drop in overall crimes such as ID theft, burglary, etc. The legislation that created the Auto Theft Prevention Authority did a lot in the area of tougher sentencing. To mitigate the cost of anticipated incarcerations DOC was appropriated approximately \$1.07M from the Authority's account, and Juvenile Rehabilitation \$171K. Law Enforcement, Prosecution, and the Analysts combined efforts are all necessary to achieve these results.

OFFICE SPACE STATUS:

The construction phase of the office space is complete and the furnishings should be delivered/installed by the end of May.

NORTH AMERICAN EXPORT COMMITTEE SUMMIT BRIEFING:

Director LaMunyon attended the North American Export Committee (NAEC) summit in Sacramento, CA, in April. The NAEC's primary mission is associated with the export of stolen vehicles out of this country. The committee is comprised of law enforcement, insurance companies, and others who have an interest in combating the issue of exportation of stolen vehicles.

Washington is participating in the National Motor Vehicle Title Information System (NMVTIS), which maintains a national database to track VIN number history and help prevent cloning and illegal salvage rebuilds. Annually, California has the largest number of stolen vehicles and their legislature just agreed to participate in this program. Having all states participate in the NMVTIS can make a big difference in addressing title issues. The question was asked if this database will be made available to used car dealers, or the general public. (Director LaMunyon followed up with an email to Authority members verifying that this database initially will not be available to the public, or car dealers.)

Higher end stolen vehicles are very profitable when sold abroad and have been linked to criminal activity in other countries. Currently, U.S. Customs Border Protection (CBP) lacks uniformity in how they handle outbound goods at the country's seaports. CBP representatives attended the

summit and indicated one of their primary goals is to work towards developing uniformity on how outbound traffic is processed at all of the U.S. seaports.

NATIONAL ATPA DIRECTORS' MEETING

Director LaMunyon will attend the National Auto Theft Prevention Authority (ATPA) directors' meeting being held in New Orleans the end of May. The attendees will discuss what is being done at the state level and nationally to address auto theft. They will take a look at creating a national agenda, primarily in the area of marketing, pushing the message on auto theft prevention.

WATPA DRAFT POLICIES AND PROCEDURES:

Chair Don Pierce began dialogue regarding the draft Policies and Procedures that govern the Authority's actions. They address who we are and how we want to operate as an Authority.

Mission Statement: Discussion about the mission statement led to a language revision so that it makes the following statement:

"The mission of the Washington Auto Theft Prevention Authority is to prevent and reduce motor vehicle thefts and other associated crime in the State of Washington."

Values: Give permission to be progressive and innovative. The Authority members felt comfortable with the Authority's "value" language.

Committee Attendance: It was agreed that Authority member's who cannot be present at the meetings, can teleconference in. Jim will find the appropriate place to include that in the by-laws. It was determined that six (6) members are a voting quorum.

Public Notification: The Authority will meet at least quarterly. The chair or seven (7) members can call a special meeting. The Authority provides public notice in advance of each meeting through the media and on the website.

Authority Staff: Only the Executive Director was named specifically by the legislature. Other staff positions are reviewed annually during the budget process and could change. Not having them named in the policies and procedures allows the authority to change staffing without having to update the policies and procedures with every change.

Grant Review Process/Review Committee: Director LaMunyon outlined the upcoming grant review process for the Authority. The Grant Review Committee to be selected from the Authority members was eliminated as during this first offering of grant funding all the Authority members wanted to participate in the initial review. It was agreed that staff (Jim, Nancy, and Cynthia) will review the grants ensuring that they meet the application criteria as outlined, 1) are received prior to the 5 pm, June 2nd, 2008 application deadline. 2) are signed by an authorized official 3) comply with the UCR reporting criteria. A summary of all applications will be sent to the Authority members for review prior to the **June 26th, 2008** meeting of the Authority. Based on the interest generated by the grant announcement Director LaMunyon anticipates the proposals will exceed the actual available grant dollars. The Authority members are expected to

make their decisions fair and equitably. The focus will be where the money has the biggest impact on the problem.

Lobbying: Don Pierce and Joanna Arlow are WASPC registered lobbyists. Any strong advocating for a particular position should go through them.

Speaking on behalf of the Authority: There was discussion regarding who is authorized to speak in an official capacity on behalf of the Authority. The members agreed that Don Pierce, Jim LaMunyon, and Joanna Arlow are authorized to officially speak on the Authority's position. Members are allowed to discuss Authority business, answer questions and express their personal opinions. They should state that personal opinions are just that and not the official opinion of the Authority. They are to avoid taking a position or making a statement that could be misconstrued as being the official position of the Authority without being authorized. Director LaMunyon will find the appropriate place for this language in the policies and procedures.

Travel Expense Guidelines: The travel expense guidelines are modeled after the State of Washington OFM policies. Authority members felt comfortable with this section, so no recommendations were offered.

A motion was made to approve the WATPA Policies and Procedures with the understanding that there will be some additions and revisions based on the topics discussed in the meeting presented for approval at the next meeting. Motion passed unanimously.

EQUIPMENT DISCUSSION:

Director LaMunyon clarified that the Authority does not have a contract with any automated license plate reader vendors. Grant recipients must follow their own procurement processes. There are a few vendors that demonstrated their equipment for the WATPA but the WATPA has not drafted specifications, put out an RFP or negotiated a contract. Director LaMunyon explained the LPR's technology, and how advantageous this equipment can be in efforts to reduce auto theft.

VICE-CHAIR SELECTION:

Chair Don Pierce and Director Jim LaMunyon recognized the need for the Authority to have a Vice-chair to facilitate meetings when the Chair is unable to attend. Chair Don Pierce made a motion to nominate Dan Satterberg as the Vice-chair. The motion was seconded and it carried unanimously.

ADJOURNED FOR EXECUTIVE SESSION AT 11:48 AM:

RECONVENED AT 12:10 PM:

The purpose of the Executive Session was to discuss the position of the Executive Director. After reconvening, the Authority members indicated that they have been pleased with Jim LaMunyon's responsiveness and the work he has done on behalf of the Authority and that there was a desire to appoint Jim as the permanent Executive Director. Mike West made a motion to

5/8/2008

WATPA

5 of 5

remove “Interim” from the “Executive Director” title and make the appointment permanent. The motion was seconded by Steve Strachan and it carried unanimously.

Director LaMunyon thanked the Authority for their support and the opportunity to work and develop the WATPA program.

With no further business Don Pierce, Authority Chair, adjourned the meeting at 12:13 p.m.

The next regular scheduled WATPA meeting will be held on July 10th, 2008.