

**ILLINOIS
MOTOR VEHICLE
THEFT
PREVENTION
COUNCIL**



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Illinois Criminal Justice
Information Authority

Grant Review Committee Meeting Summary

Thursday, July 10, 2014 | 10:00 am

Illinois Criminal Justice Information Authority
300 West Adams Street, Suite 200
Chicago, Illinois 60606

I. Call to Order & Roll Call

Colonel Todd Kilby, Chair of the Grant Review Committee (GRC), called the meeting to order and asked ICJIA Deputy General Counsel Junaid M. Afeef to take roll.

Name	Present	Telephone	Absent
Chairman Todd Kilby	x		
Kathleen Boehmer	x		
Larry Cholewin	x		
Director Brad Demuzio	x		
Gerald Farina			x
Chief Fengel	x		
Mike Golden	x		

* Four members need to be physically present for a quorum

A quorum was present. Chairman Kilby did not have any additional comments.

II. Approval of April 17, 2014 Grant Review Committee Meeting Summary

Chairman Kilby stated that the GRC meeting summary for the 4/17/14 meeting was behind Tab A of the meeting materials. He asked the members if there were any additions, deletions or questions regarding the summary. There were no comments on the meeting summary. Chairman Kilby then asked for a motion to approve the meeting summary of 4/17/14.

Motion: approve the 4/17/14 meeting summary.

Motion: Mr. Cholewin

Second: Director Demuzio

Vote: Approved unanimously (Ms. Boehmer did not vote on the approval of the minutes; she arrived shortly after the vote was taken)

III. PROGRAM DIRECTOR'S REPORT

Chairman Kilby asked Program Director Greg Stevens to present his report. Mr. Stevens referenced his memo and the supporting materials found behind Tab B of the meeting materials.

Mr. Stevens reported that the expected expenses through 5/31/14 were \$2,707,726 and the reported expenses were \$2,303,865. Mr. Stevens further noted that the anticipated balance of the trust fund at the end of 2014 would be \$1,994,155. There are fiscal footnotes and fiscal staff present to answer questions.

Fiscal progress report summaries are reportedly on track. Next, Mr. Stevens addressed

"A working partnership of the public and private sectors fighting vehicle theft in Illinois"

the program fleet summary. He noted that, as previously requested, the summary now includes additional information regarding each vehicle including the year of the vehicle, the number of miles, and whether the vehicle is owned, leased, or on loan from an insurance company. Mr. Stevens noted that State Farm will be taking back their vehicles in the next several months.

Mr. Stevens noted that staff identified 30 additional insurance companies with whom to follow up with regarding payment to the Trust Fund. He stated that to date \$6,620,351 had been collected.

IV. QUARTERLY ACTIVITY SUMMARY

Chairman Kilby next moved to the Quarterly Activity Summary item on the agenda. He noted that this report is prepared by the Illinois State Police Clearinghouse. He asked for review and feedback. There were no comments or questions.

V. 2014 PROJECTED LAPSES AND PROGRAMMING

Chairman Kilby noted that behind Tab D was a memo from Mr. Stevens regarding anticipated 2014 lapses. He asked Mr. Stevens to present the memo.

Mr. Stevens stated that the Council has been reviewing lapses mid-year over the last several years to minimize the amount of money being lapsed. Mr. Stevens then presented two grant recipients that identified lapsing funds. The following two programs have forecasted lapses in grant funding:

Insurance Vehicle Expense Fund Program

Original designation:	\$60,000
Identified lapse:	\$30,000

The program has identified \$30,000 in the Contractual category that will not be spent. This is due to locating insurance vehicles that need less repair work.

It is recommended that the current designation of \$60,000 be reduced to \$30,000.

Proposed revised designation:	\$30,000
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Motion to reduce Insurance Vehicle Expense Fund Program designation from \$60,000 to \$30,000

Motion: Cholewin

Second: Demuzio

Vote: Unanimously approved

Northeast Metro Auto Theft Task Force

Original designation:	\$601,098
Identified lapse:	\$6,790

The program has identified a lapse of \$6,790 in the Personnel category. The program requests to use the identified lapse and requests \$15,000 in additional grant funding to fund the purchase of a vehicle to be used by an officer assigned to the unit. The vehicle would replace a vehicle provided by State Farm, which must be returned in October.

It is recommended that \$15,000 from the Insurance Vehicle Expense Fund Program reduction be designated to the program to purchase the vehicle.

A copy of the request letter is behind this memo and a representative from the program will be present to answer questions.

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Proposed revised designation: \$616,098

Motion to designate an additional \$15,000 to NEMAT to purchase a vehicle

Motion: Chief Fengel

Second: Mr. Golden

Vote: Unanimously approved

Next, Mr. Stevens presented the request of Tri-County Auto Theft Task Force. They were seeking additional funds.

Tri-County Auto Theft Task Force

Original designation: \$800,918

The program currently does not report a lapse, but has requested additional funding to purchase a vehicle to replace a State Farm provided vehicle that is used on a daily basis. This State Farm vehicle is being returned in August 2014.

It is recommended that the remaining \$15,000 from the Insurance Vehicle Expense Fund Program designation reduction and the \$1,458 of un-programmed CY14 funds be designated to the program to purchase the vehicle.

Proposed revised designation: \$817,376

Motion to designate an additional \$16,458 to TCATTF for the purchase of a vehicle

Motion: Mr. Cholewin

Second: Director Demuzio

Vote: Unanimously approved

VI. 2015 PROGRAM FUNDING

Chairman Kilby noted that Mr. Stevens memo regarding 2015 program funding was located in the meeting materials behind Tab E. He noted that the program continuation funding came in \$10,048 under the \$6.5 million mark. He asked for a discussion on the 2015 funding. Chairman Kilby remarked that the GRC's recommendations will be presented to the Council at the August 13, 2014 Council meeting.

The following chart was presented in the meeting materials.

CY 2014 funding and 2015 requested funding			
	2014 Designation	2015 Requested Funding	Difference
Cook County State's Attorney	\$ 823,644	\$ 841,582	\$ 17,938
Greater Metro Auto Theft Task Force	\$ 750,531	\$ 756,091	\$ 5,560
Insurance Vehicle Expense Program	\$ 60,000	\$ 47,000	\$ (13,000)
Intelligence Clearinghouse (ISP)	\$ 326,893	\$ 329,983	\$ 3,090
ISP Training Academy	\$ 51,964	\$ 51,964	\$ -
Metro East Auto Theft Task Force	\$ 751,810	\$ 751,810	\$ -
Northeast Metro Auto Theft Task Force	\$ 601,098	\$ 574,012	\$ (27,086)
Northern IL Auto Theft Task Force	\$ 622,315	\$ 622,315	\$ -
SOS Audit Team	\$ 1,297,068	\$ 1,297,068	\$ -
State and Local Auto Theft Enforcement	\$ 412,301	\$ 415,751	\$ 3,450
Tri-County Auto Theft Task Force	\$ 800,918	\$ 800,918	\$ -
Total:	\$ 6,498,542	\$ 6,488,494	\$ (10,048)

There was discussion about cost of living increases. Chairman Kilby noted that there is a policy in place that cost of living increases would not be allowed. In the current round of proposals, some of the grant recipients have asked for cost of living increases. There was a discussion, and it was decided that all grantees should be given a chance to seek personnel line item increases.

Director Demuzio noted that the SFY 2015 appropriation for the Council is now \$7,000,000. He noted that this affords the Council an additional \$500,000 to spend, and that these funds are available in the Trust Fund from accumulations from past years' lapses.

Mr. Stevens noted that the Council only takes in about \$6.5 million per year and the use of the \$500,000 in additional funding this year will be from the lapsed funds. He noted that using the lapsed funds for cost of living increases and or other personnel costs will be challenging in the long term, because eventually the accumulated balance in the Trust Fund will be gone.

Motion to recommend 2015 budgets for all current grant recipients at the 2014 approved budget amounts.

Motion: Chief Fengel
Second: Mr. Cholewin
Vote: Approved unanimously

The GRC members then discussed the possibility of grantees submitting revised budget proposals for 2015 for the forthcoming Council meeting on August 13, 2014. There was a discussion about allowing the grantees to increase their personnel line items for cost of living increases (and thereby abrogating the previous standing rule). There was a consensus that this would be acceptable so long as the overall budget total did not go above the 2014 approved designation for each grantee. Mr. Stevens added a cautionary note that this may create supplanting, and he noted that the Council's administrative rules prohibit supplanting. He noted that even budgets that are approved by the Council can be limited to the extent that it is determined they include supplanting.

Mr. Cholewin asked for some guidance from ICJIA's Office of General Counsel on supplanting prior to the August Council meeting. Mr. Afeef reported that a memo will be included in the next Council meeting materials.

Motion to allow grantees to increase personnel line items so long as the overall budget total remained unchanged from the 2014 budget.

Motion: Director Demuzio
Second: Chief Fengel
Vote: Approved unanimously

VII. PROGRAM PROFILE: TRI-COUNTY AUTO THEFT TASK FORCE

Chairman Kilby noted that the next item on the agenda was a program profile of the Tri-County Auto Theft Task Force, and that the program profile was included in the meeting materials behind Tab F. He noted that the program would not make a presentation at the GRC meeting but will be presenting at the next Council meeting on August 13, 2014.

VIII. OLD BUSINESS

There was no old business.

IX. NEW BUSINESS

There was no new business.

X. ADJOURN

Motion to Adjourn

Motion: Chief Fengel

Second: Mr. Cholewin

Vote: Approved unanimously

Respectfully submitted,

Junaid M. Afeef

Deputy General Counsel