

# **Motor Vehicle Theft Prevention and Insurance Verification Council**

**Wednesday, December 12, 2018**

**2:00 p.m. – 4:00 p.m.**

**James R. Thompson Center  
100 West Randolph, #16-503  
Chicago, IL 60601**

## **Meeting Minutes**

### **1. Welcome and roll call**

Chairman Piazza called the meeting to order at 2:00 p.m. and asked Micah Miller to take the roll call. The following Council members were present:

Pete Piazza, Director, Secretary of State Police  
Sgt. Keith Blair, Chicago Police Department  
John Mack, Illinois State Police as designee for Steve Lyddon, Illinois State Police  
David Williams, Cook County State's Attorney's Office  
Matt Gall, Country Financial  
Todd Feltman, State Farm Insurance

The following individuals were also in attendance:

Micah Miller, Program Manager, Secretary of State  
Amy Williams, Legal Counsel, Secretary of State  
Sherry Brticevich, Grant Monitor, Secretary of State  
Amanda Trimmer, Secretary of State Budget Office  
Dwayne Killian, Tri-County Auto Theft Task Force (TCAT)  
Lt. Elmer Garza, Deputy Director, Secretary of State Police  
Oscar Valenzuela, Chicago Police Department  
Michael Batis, Joliet Police Department  
Darrell Gavin, Joliet Police Department  
Jim Pontrelli, Cook County State's Attorney's Office

Chairman Piazza recognized that a quorum was present (6 members or more physically present).

### **2. Approval of minutes**

Chairman Piazza asked if there were comments on the minutes from the November 14, 2018 meeting. Hearing none, Chairman Piazza made the motion to approve the minutes. Sgt. Keith Blair seconded the motion. Hearing no objections, the minutes from November 14, 2018 were approved.

### **3. Financial report**

Chairman Piazza asked Amanda Trimmer with the Secretary of State's Budget Office, to brief the members on the balance of the MVTPIV Trust Fund. Ms. Trimmer explained that there was little change since the last meeting and reported an estimated \$16.5 million still in the Trust Fund. She explained that there were no expenditures, however anticipated some travel expenses in the future. She restated that there would most likely be no significant expenditures until the grants moved forward next year.

Ms. Trimmer also updated the members on the mandatory insurance verification program, indicating that a contract had been awarded to MV Solutions, however the office was still considering the overall costs of implementation and would have further information over the next 6 months.

Chairman Piazza asked if there were any questions. Hearing none, he thanked Ms. Trimmer for her report.

### **4. 2018 annual report**

Chairman Piazza asked if the members had any questions or comments about the 2018 annual report. Hearing none, he asked for a motion to adopt the report. Todd Feltman made the motion and it was seconded by Sgt. Blair. Hearing no objections, the 2018 annual report was approved.

Mr. Miller thanked the members for their feedback on the report and also thanked Deputy Director Garza for his assistance in obtaining the National Insurance Crime Bureau (NICB) motor vehicle theft statistics for the report.

### **5. Grant application discussion**

Chairman Piazza asked Sherry Brticevich, Grant Monitor for the Council, to brief the members on the grant application format. Ms. Brticevich asked the members to locate the Secretary of State's sample grant application located in their packet. She explained that this application is used for over 1800 grants for the office and would like for the members to consider it as a suitable format to use for Council grants moving forward.

Ms. Brticevich stated that the grant application is very neutral and, in her opinion, would make a good foundation to build upon. Matt Gall asked if the Secretary of State's office received any feedback for changes to be made to the application, relating to other grants that had been issued. Ms. Brticevich said that they have tweaked the grant applications for other grants and it would be the same case for the MVTPIV Council, but the overall format will remain very similar.

Chairman Piazza asked for a motion to use the Secretary of State's grant application format for MVTPIV Council use. Mr. Gall made the motion. Sgt. Blair seconded the motion. Hearing no objections, Secretary of State's grant application forms were approved.

Ms. Brticevich thanked the members for their consideration and asked for them to continue thinking about upcoming grant possibilities. She also asked for the members to consider reaching out to past grantees when moving forward.

## **6. Electronic payment system update**

Chairman Piazza asked Micah Miller to brief the members on the electronic payment system for upcoming 2019 insurance payments. Mr. Miller said that the system is ready for production, however at the last Council meeting it was suggested that the Secretary of State's office contact insurance companies in December 2018 to inform them up the upcoming changes. Mr. Miller referenced a draft letter in the member packets, which explained the changes and included the MVTPIV website url to direct insurance companies to the payment page. He asked members to review the letter and offer feedback.

Mr. Miller also noted that the Illinois Department of Insurance provided a contact list of approximately 800 insurance companies who could write private passenger auto insurance policies in Illinois, which would be the list that is used for the mailing.

Mr. Gall noted a technical change in a date. Mr. Feltman asked if companies would also be able to pay by check. Mr. Miller said that payments would be online only and any cases where someone would insist on paying by check would be handled on a case by case basis. Mr. Feltman asked for a change to the language, which more clearly states to pay online.

Hearing no other changes, Mr. Miller said that the revised letter would be mailed out in December 2018.

## **7. 2016-2019 Strategy Discussion**

Chairman Piazza asked Mr. Miller to brief the members on the 2016-2019 Motor Vehicle Theft Strategy. Mr. Miller reminded the members about the feedback and changes that were suggested at the November 14, 2018 meeting and asked if there were any other questions or concerns about the strategy document. Mr. Miller suggested that the previously discussed changes be made and the Council consider adopting it with the title "Revised 2019-2022" strategy. Mr. Gall agreed and acknowledged this document is a guide and wouldn't necessary be binding if the strategy changed for some reason.

Chairman Piazza asked for a motion to adopt the 2016-2019 Statewide Motor Vehicle Theft Prevention Strategy, with changes discussed at the November 14, 2018 Council meeting, and rename it the "Revised 2019-2022" Strategy. Sgt. Blair made the motion. Mr. Gall seconded the motion. Hearing no objections, the "Revised 2019-2022" strategy was approved.

## 8. Old Business

### a. 2019 meeting date proposal:

Mr. Miller reminded the members that in the November 14, 2018 meeting, it was suggested that the Council have scheduled meeting dates for the entire year. Mr. Miller put together a list of potential dates based upon the third and fourth weeks of the month. Council members decided the following schedule would work best:

Full MVTPIV Council Meetings: 4<sup>th</sup> Thursday of 2019, 10:00 a.m. – 12:00 p.m. – February, May, August, and November (location to be determined).

Grant Review Committee Meetings: 4<sup>th</sup> Thursday of 2019, 10:00 a.m. – 12:00 p.m. – January, April, July, October (all in Springfield).

January 24, 2019 - GRC

February 28, 2019

April 25, 2019 - GRC

May 23, 2019

July 25, 2019 - GRC

August 22, 2019

October 24, 2019 - GRC

November 28, 2019

Mr. Miller explained that the only major conflict with that schedule would be November 28, 2019 falling on Thanksgiving, which could be changed. He also stated that scheduling the GRC meetings first would allow updates at the full Council meetings, and that the April GRC meeting would be when grant applicants are scheduled to meet with the committee. Finally he acknowledged that this would be a guide, but envisioned a full Council meeting to kick off the year rather than the GRC, since there would still be work for all members to consider.

### b. Update on four Tri-County vehicles reclaimed by the Council:

Chairman Piazza pointed to the material in member packets, which described the condition of the four vehicles and also the amount of maintenance they would require. Pictures were distributed via email and also Mr. Miller passed around pictures for the members to see. The members agreed that they should be kept in Council possession for potential reissue and not auctioned. Mr. Gall asked if they have been repaired yet, or if these were estimates. Chairman Piazza said that they were estimates, but it appeared that \$1000/each would be required.

Chairman Piazza asked if the members would consider Chicago PD and Secretary of State Police using the vehicles for auto theft purposes. Ms. Williams, said that would require a written grant proposal and a Council vote upon distributing Council property. She said that the vehicles should be considered for use in the future grant award process however. Chairman Piazza asked if they will have to sit until those future grants are issued. Ms. Williams said yes. Mr. Gall

suggested they not be repaired until the point when they can potentially be reissued. He also asked if there were any problems with them being stored in their current location and Chairman Piazza said there was no problem and they would be stored inside.

Mr. Feltman asked if there would be time to issue a Request for Grant Purchase (RFGP) for repurpose of the four vehicles by January 2019. Ms. Williams said that they should be considered in the broader grant process, including funds and property at the same time that all of the RFGP's would be issued for the upcoming fiscal year. Chairman Piazza asked if it was feasible to do an RFGP by January and Ms. Williams said that in her opinion it was not because it should be a competitive process with notice and opportunity to respond to a bid. Ms. Brticevich also said that there would not be sufficient time to do this by January.

John Mack asked if these vehicles would have to be assigned to a particular unit, or if there could be a Memorandum of Understanding (MOU), which would allow them to be rotated among units on an "as needed" basis. Ms. Williams said that if departments wanted to operate that way it could certainly be included in their grant proposal, but they are still issued ultimately under the grant agreement.

#### c. Status of Tri-County 2014 program agreement

Amy Williams, Legal Counsel for the MVTPIV Council pointed to the member packets, which included the latest grant agreement for the Tri-County Auto Theft Task Force. She mentioned that as a follow up from our last meeting, Mr. Miller reached out to the Illinois Criminal Justice Information Authority to obtain their most recent grant applications in order to study their content and structure and specifically asked for Tri-County related material since they were still participating.

She noted that the grant agreement terminated on December 31, 2014, and there was no reference to a grant extension included in the agreement. She acknowledged that program funding ended the following year, yet Tri-County maintained possession of equipment and vehicles, four of which are currently in the Council's possession. It was her opinion that unless there was an existing grant extension that came into effect January 1, 2015, that the Tri-County Task Force ceased to officially exist after December 31, 2014 and plans should have been made to return Council owned property back to the Council.

Chairman Piazza asked if the members had any questions. Mr. Killian said that he wanted to explain how everything went through. Ms. Williams said that she was willing to listen to the explanation, but it was unlikely her opinion would change unless there was a written grant extension that extended the termination date. Mr. Killian said that he did not have one, but he was advised by Greg Stevens, the previous Program Manager for the Council when the Illinois Criminal Justice Information Authority had oversight, that if Tri-County was doing auto theft then they would be able to use project income and continue their existence as long as they were doing auto theft in the state of Illinois.

Ms. Williams said that she is not assigning blame to Tri-County and in no way believes that this should impede their ability to apply for a new grant when the Council starts accepting grant applications, but without a grant agreement in place for the existing time period, they are operating without Council support, yet still using Council property. She continued that it was a difficult time period for ICJIA and for all of the task forces when the grant funding ceased and she appreciated all efforts to try and continue operations as best they could. Ms. Williams also said that she is not accusing anyone of wrongdoing, but without a grant agreement, the administrative rules that governed the Council under ICJIA, and the administrative rules that the Secretary of State will have once they are adopted by the Joint Committee on Administrative Rules, do not allow for possession without a grant agreement.

Chairman Piazza asked if there were other questions. He asked if there was a motion to declare the Tri-County Task Force to have ended on January 1, 2015, due to their grant agreement expiring on December 31, 2014, and to be officially closed from this date forward. Mr. Feltman made the motion. Sgt Blair seconded the motion. Chairman Piazza asked Mr. Miller to take a roll call vote:

Name	Yes	No
Pete Piazza, Chairman	X	
Sgt. Keith Blair	X	
John Mack	X	
Todd Feltman	X	
David Williams	X	
Matt Gall	X	

Chairman Piazza acknowledged that the motion passed. He also asked if there was a motion to return existing Council property or funds that Tri-County is in possession of, to the Council. Sgt Blair made the motion. Mr. Feltman seconded the motion. Chairman Piazza asked Mr. Miller to take a roll call vote:

Name	Yes	No
Pete Piazza, Chairman	X	
Sgt. Keith Blair	X	
John Mack	X	
Todd Feltman	X	
David Williams	X	
Matt Gall	X	

Chairman Piazza acknowledged that the motion passed. He asked if there were any questions. Mr. Killian asked if the Council was going by the old administrative rules or the new ones and then cited a section of the rules that states in regard to an implementing agency, when a unit shuts down what the implementing agency gets and what has to be done. Ms. Williams said that she is looking at the existing rules, and the new ones that the Secretary of State wrote, borrowing heavily from the old language. She said that the key component of the

administrative rules that they are relying on is that it is ultimately the Council's final determination as to what happens to Council property. She also said that it would be her recommendation that the Council retain the vehicles and if they are in good condition, consider issuing them again under new grant agreements.

Chairman Piazza asked if there were any other questions. Hearing none, he said that Deputy Director Garza would be in contact with Mr. Killian about returning the Council property.

## **9. New Business**

Chairman Piazza asked if there was any new business. David Williams said that he wanted to introduce Jim Pontrelli, with the Cook County State's Attorney's office. He said that Mr. Pontrelli has been working with Sgt. Blair and Deputy Director Garza on auto theft matters in Cook County.

## **10. Public Comments**

Chairman Piazza asked if there were any public comments. Hearing none, he thanked the members for their time.

## **11. Wrap up, set new date**

Mr. Miller said that the fourth Thursday will be used as meeting dates for 2019, from 10:00 a.m. – 12:00 p.m., however it be modified due to the fact that the Grant Review Committee would probably not have enough content to discuss for January. He said that he would follow up with all of the members about a full Council meeting for January.

GRC (Grant Review Committee)	January 24, 2019
Full Council Meeting	February 28, 2019
GRC	April 25, 2019
Full Council Meeting	May 23, 2019
GRC	July 25, 2019
Full Council Meeting	August 22, 2019
GRC	October 24, 2019
Full Council Meeting	November 28, 2019 (Will be changed due to Thanksgiving)

## **12. Adjournment**

Chairman Piazza asked for a motion to adjourn. Sgt. Blair made the motion. Mr. Feltman seconded the motion. The meeting was adjourned at 2:35 p.m.