MEETING MINUTES

AUTOMOBILE THEFT PREVENTION AUTHORITY (ATPA)
ATPA BOARD MEETING

November 19, 2025

MSP Headquarters

BOARD MEMBERS PRESENT:
Mr. Daniel Pfannes, Chair
Ms. Nicole Quisenberry
Col. James F. Grady II
Dr. Christopher Melde
Mr. Christopher Helmick
Mr. Bill Patterson

BOARD MEMBERS ABSENT: Director Steven Cooper

ATPA STAFF PRESENT:
Mr. Tim Bailor, Program Coordinator
Ms. Sandy Long, Financial Specialist
Ms. Hannah Ball, ATPA Intelligence Analyst
Mr. Kyle Bowen, ATPA Digital Forensic Analyst

VISITORS PRESENT:
Ms. Nancy Becker Bennett, Director, Grants and Community Services Division, Michigan State Police (MSP)
Capt. Lizabeth Rich, Acting Deputy Director, State Services Bureau, MSP

1. CALL TO ORDER AND OPENING REMARKS
   The meeting of the ATPA Board of Directors was called to order by Mr. Pfannes at 10:02 a.m.

2. READING OF THE ANTI-TRUST STATEMENT
   Mr. Pfannes read the anti-trust statement.

3. INTRODUCTION OF NEW INTELLIGENCE ANALYST
   Mr. Tim Bailor introduced Mr. Kyle Bowen, who has accepted the position as the ATPA Digital Forensic Analyst with the Michigan Intelligence Operation Center.

4. ADDITIONS TO THE AGENDA
   Mr. Pfannes inquired if anyone had additions to the agenda. No additions to the agenda were offered.

5. APPROVAL OF MINUTES – August 21, 2025, Grant Hearings Board Meeting

   After confirming there were no comments regarding the August 21, 2025, minutes, Mr. Pfannes requested a motion to accept the minutes. Mr. Patterson moved to approve the minutes and Dr. Melde seconded the motion. Mr. Pfannes called for a vote and the minutes were unanimously approved.

6. ATPA BUDGET UPDATE
   Ms. Long gave the budget update on fiscal year (FY) 2025. The total amount received from the 2024 Insurance Assessments was $7,815,346.95. The total amount expended for FY 2025 was $9,807,559.54. This amount included reimbursements made to the grantees, along with the ATPA administrative costs. Ms. Long went over the projected costs for FY 2026. This included the grantees

awarded match at 63% which was approved by the Board in the August board meeting to coincide with ATPA's total spending authority of $9,008,800. Ms. Long has recently submitted a supplemental request to the State Budget Office (SBO) to increase ATPA's spending authority. This request will allow the ATPA to increase the grantees awarded match from 37/63 to 50/50. If the SBO approves the supplemental request, the ATPA staff will prepare revisions to the grantee's budgets and grant contracts.

Mr. Pfannes confirmed there were no questions regarding the budget information as presented. Mr. Helmick made a motion for accepting the budget information as presented. Colonel Grady seconded the motion. Mr. Pfannes called for a vote and the budget was unanimously approved.

7. OLD BUSINESS
No old business.

8. NEW BUSINESS
Mr. Helmick requested board support for adding fraud warning language on claim forms in Michigan. He explained that many states have this in place, and it would be helpful to auto theft detectives and prosecutors to have this information when charging fraud in auto theft cases in Michigan. Mr. Helmick provided information that was included in the handouts to each board member providing additional information. Mr. Bailor stated that he reached out to the Department of Insurance and Financial Services (DIFS) to inquire about the language and was put into contact with several people who may be able to add this information to existing fraud prevention bills that DIFS already has developed.

After confirming there were no comments regarding board support of adding fraud warning language as presented, Mr. Pfannes requested a motion to support the fraud language. Mr. Patterson seconded the motion. Mr. Pfannes called for a vote and the support of fraud warning language and was unanimously approved.

9. PUBLIC COMMENT
No public comment.

10. NEXT MEETING
February 26, 2026, 10:00 AM
Michigan State Police Headquarters
7150 Harris Drive
Dimondale, Michigan 48909

11. ADJOURNMENT

Mr. Pfannes asked for a motion to adjourn the meeting. Mr. Patterson moved to adjourn the meeting and Mr. Helmick seconded the motion. Mr. Pfannes called for a vote and the meeting was adjourned.

Mr. Pfannes adjourned meeting at 10:17 a.m.

APPROVED: _____
Mr. Tim Bailor, Program Coordinator