MEETING MINUTES

AUTOMOBILE THEFT PREVENTION AUTHORITY (ATPA)
ATPA BOARD MEETING

May 15, 2025

Michigan State Police Headquarters

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

ATPA STAFF PRESENT:
Mr. Tim Bailor, Program Coordinator
Ms. Sandy Long, Financial Specialist
Ms. Kelcie Morgan, Intelligence Analyst

VISITORS PRESENT:
Ms. Nancy Becker Bennett, Director, Michigan State Police (MSP) Grants and Community Services Division
Sgt. Camerson Wright, Macomb County Sheriff's Office
Mr. Jeff Hall, Macomb County Prosecutor's Office
Capt. Lizabeth Rich, Commander, MSP Intelligence Operations Division
Ms. Sara Miles, Digital Forensic Analyst (DFA), MSP Computer Crimes Unit

1. CALL TO ORDER AND OPENING REMARKS
   Mr. Pfannes called the ATPA Board of Directors meeting to order at 10:01 a.m.

2. READING OF THE ANTITRUST STATEMENT
   Mr. Pfannes read the antitrust statement.

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

4. APPROVAL OF MINUTES – February 26, 2025, Board Meeting

   After confirming there were no comments regarding the February 26, 2025, minutes, Mr. Pfannes requested a motion to accept the minutes. Mr. Patterson moved to approve the minutes and Colonel Grady seconded the motion. Mr. Pfannes called for a vote and the minutes were unanimously approved.

5. ATPA BUDGET UPDATE
   Ms. Long provided the budget update on the final close-out totals for fiscal year (FY) 2024. The final carry forward from FY 2024 to FY 2025 is $6,394,029.06. To date, the ATPA has received $7,798,934.95 in insurance assessments from the calendar year 2024.

   Mr. Pfannes confirmed there were no questions regarding the budget information as presented. Mr. Pfannes requested a motion to accept the budget. Colonel Grady moved to approve the budget and Mr. Patterson seconded the motion. Mr. Pfannes called for a vote and the budget was unanimously approved.

6. OLD BUSINESS

DFA Position

Ms. Morgan informed the board that she has taken a new job in the Michigan Intelligence Operations Center but will continue to assist the ATPA until her vacant position is filled. She provided a response to board members on their question of how often digital forensic evidence plays a significant role during investigations. She then provided success stories gathered from the ATPA funded teams.

Captain Rich answered questions the board had on the DFA position and duties. Ms. Sara Miles, who is currently in a DFA position, was also available for questions. All questions asked by the board were answered thoroughly.

Additional questions regarding the DFA position description and budget were asked, and answers provided by ATPA staff.

Mr. Pfannes thanked those present and confirmed there were no additional questions regarding the DFA position being added to the ATPA. Ms. Quisenberry requested a motion to accept the DFA position as presented, with a prorated budget modification at the time the position is filled. Ms. Quisenberry moved to approve the DFA position as presented and Colonel Grady seconded the motion. Mr. Pfannes called for a vote, and the DFA position was unanimously approved.

7. NEW BUSINESS

A grant presentation was given by Sgt. Cameron Wright from the Macomb County Sheriff's Office, Macomb Auto Theft Squad.

A grant presentation was given by Assistant Prosecuting Attorney Jeff Hall from the Macomb County Prosecutor's Office.

8. PUBLIC COMMENT

No public comment.

9. NEXT MEETING

August 21, 2025, at 9:00 a.m.
Michigan State Police Headquarters
7150 Harris Drive
Dimondale, Michigan 48909

10. ADJOURNMENT

Mr. Pfannes adjourned the meeting at 11:31 a.m.

APPROVED: _____
Mr. Tim Bailor, Program Coordinator