

MINUTES

**Louisiana Automobile Theft and Insurance Fraud Prevention Authority
(LATIFPA)**

December 8, 2010
Poydras Building
1702 North Third Street
Baton Rouge, LA 70802

CALL TO ORDER

Chairman Warren Byrd called the meeting of the **Louisiana Automobile Theft and Insurance Fraud Prevention Authority (LATIFPA)** to order at 10:15 a.m. The meeting was properly noticed. Director Denise Cassano called the roll.

ROLL CALL

Members Present

Warren E. Byrd, Esq., Chairman
Executive Counsel
Louisiana Department of Insurance

Honorable John Kennedy
By Mr. Jason Stagg, Designee

Lieutenant Trevor J. Smith, Supervisor
Insurance Fraud & Auto Theft Unit
Louisiana State Police

Mr. Ryan Marine
Regions Insurance

Mr. Thomas McCormick, Esq.
Assistant Attorney General
Department of Justice, State of Louisiana

Mr. Terrance "Terry" Apple
Insurance Fraud Investigator
Department of Justice, State of Louisiana

Honorable Troy Hebert
By Mr. Don "Tuffy" Resweber, Designee

Members Absent

Honorable A. B. Franklin
Louisiana State Representative

Mr. Richard Soileau
General Manager
Safeway Insurance

Mr. Larry Hinton, Esq.
General Counsel
GEICO Insurance Company

Staff Members Present

Staff Members Absent

Ms. Denise Cassano
Mr. Kevin Smith
Ms. Virginia G. Benoist, Assistant Attorney General
and Legal Counsel to the Louisiana Department of Insurance
Mr. Paul Boudreaux, Jr., Esq.
Ms. Clara Couvillon
Ms. Lori Cherry

None

Public Attendees

Mr. Charlie Peters, National Insurance Crime Bureau

Commissioner James J. Donelon joined the meeting.

Chairman Byrd declared that a quorum was present. Before a vote was taken on each motion made during the meeting the Chairman allowed a public comment period prior to action on each agenda item upon which a vote was taken as required under the Open Meetings Law [R.S. 42:14(D)]. There was no public comment except as specifically reported in these minutes.

The minutes of the July 28, 2010 Board meeting were presented for review and approval. A motion was made by Mr. Apple to adopt the minutes as presented. Mr. Marine seconded that motion. The minutes of the July 28, 2010 meeting were approved and adopted by unanimous consent.

Director Cassano gave a report on action items from the July 28, 2010 **Louisiana Automobile Theft Insurance Fraud Prevention Authority (LATIFPA)** Board Meeting. The report was accepted as given. A copy of this report is attached as a part of these minutes.

Chairman Byrd advised that Board Member Jason Stagg would be leaving his position in the Office of the Treasurer and vacating his position on the Board as the designee of the Treasurer, and that the Board would need to vote on a new Secretary for **LATIFPA**. Mr. McCormick made a motion nominating Mr. Apple as Secretary. Lieutenant T. Smith seconded the motion. The motion was adopted by unanimous consent and Mr. Terrance Apple is now the Secretary of **LATIFPA**.

Commissioner James J. Donelon joined the meeting to thank the Board members for their positive and effective contributions to **LATIFPA**.

Director Cassano reported on income, expenditures of and donations to **LATIFPA**. The report was accepted as given. A copy of this report is attached as a part of the minutes.

Ms. Lori Cherry, Deputy Commissioner of Public Affairs, made a PowerPoint presentation on **LATIFPA**'s current advertising campaign and a proposal for future advertising expenditures and the venues for the placement of these advertisements. Ms. Cherry advised that **LATIFPA** is currently utilizing billboards, radio and printed materials for its advertising campaign and with further funding, those advertising campaigns could expand to more radio stations and/or into malls and cinemas.

Mr. Hinton made a recommendation that the Board check into the use of public radio for **LATIFPA**'s advertising campaign.

Mr. Resweber expressed to the Board that he felt the 2010 Conference on Insurance Fraud and Insurance Theft was excellent. He further recommended that in the future a conference possibly be held in New Orleans or Shreveport.

Mr. McCormick made a motion to approve the proposed advertising expenditures totaling \$100,790.00. The motion was seconded by Mr. Apple. The motion was adopted by unanimous consent.

Director Cassano presented information to the Board on the redevelopment of the Auto Theft Education Program.

Mr. McCormick made a motion to terminate and rescind the July 28, 2010 vote of the **LATIFPA** Board to spend the money from the fraud assessment fund for the purpose of redeveloping the education program. Mr. Stagg seconded the motion. The motion was adopted by unanimous consent.

Mr. McCormick then offered a motion to approve expenditures of no more than \$9,000 from the Allstate grant for the redevelopment of the education program by an appropriate vendor or source. Mr. Apple seconded the motion. The motion was adopted by unanimous consent.

Ms. Benoist discussed the Draft First Amendment to the Cooperative Endeavor Agreement between **LATIFPA** and the National Insurance Crime Bureau (**NICB**) concerning technical changes, record retention, extension of term and claims and liabilities.

Mr. McCormick made a motion to approve the Draft First Amendment to present to the **NICB** for approval. The motion was seconded by Mr. Resweber. The motion was adopted by unanimous consent.

Ms. Benoist also discussed the Draft Second Amendment to the Cooperative Endeavor Agreement between **LATIFPA** and the **NICB** concerning an increase in total sum to \$250,000.00.

Mr. McCormick made a motion to approve the Draft Second Amendment to present to the **NICB** for approval as well as grant authority to Director Cassano to sign the amendments to the Cooperative Endeavor Agreement on behalf of **LATIFPA**. Mr. Marine seconded the motion. The motion was adopted by unanimous consent.

Lieutenant T. Smith gave a report on the November 10, 2010 meeting of the Steering Committee on Equipment Purchases and presented its recommendations to the Board. A copy of this report is attached as a part of these minutes.

Mr. Peters commented on that report given by Mr. T. Smith as it pertained to both the bait vehicle program and the license plate reader program. Mr. Peters stated that at this time both the Livingston Parish Sheriff's Office and the Baton Rouge Police Department have verbally agreed to assume the cost of the maintenance agreement for any new or additional license plate reader that they may be awarded under the **LATIFPA** License Plate Reader Program.

Mr. McCormick made a motion to authorize spending authority to the Director of **LATIFPA** for no more than \$5,000 on any installation and/or incidentals as it becomes necessary for either the bait vehicle program or the license plate reader program provided funds are available. The motion was seconded by Mr. Resweber. The motion was adopted by unanimous consent.

Mr. Marine made a motion to grant approval to the Steering Committee on Equipment Purchases to move and reassign bait vehicles and license plate readers, as they become available, to the next qualifying agency on the prioritized lists for the bait vehicle and license plate reader programs as previously approved by the **LATIFPA** Board of Directors. Mr. Apple seconded the motion. The motion was adopted by unanimous consent.

Mr. McCormick made a motion to approve the placement of the PIPS license plate reader, that had been in operation with the Lafayette Police Department and has now been returned to the License Plate Reader Program, with the Baton Rouge Police Department. Mr. Resweber seconded the motion. The motion was adopted by unanimous consent.

Mr. Resweber made a motion to approve the removal of the Remington Elsig license plate reader from the Tangipahoa Parish Sheriff's Office and place it with the Livingston Parish Sheriff's Office contingent upon the payment by the Livingston Parish Sheriff's Office of the cost of renewal of the maintenance agreement. Mr. Apple seconded the motion. The motion was adopted by unanimous consent.

Mr. Peters gave his report on the license plate reader and bait vehicle programs. He also informed the Board that the Baton Rouge Police Department has agreed to pay for all costs incurred in the transfer of an additional license plate reader to them under the **LATIFPA** license plate reader program and will purchase a new maintenance agreement on that equipment.

The Board discussed the bait vehicle and license plate reader programs and recommended that staff compile statistics measuring the success of the bait vehicle and license plate reader program and formalize a press conference in 2011 announcing this information.

Mr. McCormick requested that the National Insurance Crime Bureau provide his office with information on the criminal arrests under the bait vehicle and license plate reader programs so that they can more closely monitor these criminal cases.

Mr. McCormick made a motion that the staff gather information on the number of vehicles recovered under the license plate reader and bait vehicle programs and their dollar value and report this information at year end to the respective insurance companies and follow-up this report with a press release issued by the Louisiana Department of Insurance/**LATIFPA** and the National Insurance Crime Bureau in 2011. Mr. Marine seconded the motion. The motion was adopted by unanimous consent.

Mr. K. Smith gave a report on the middle and high school curriculum presentations and scheduled education events. His report was accepted as given. A copy of this report is attached as a part of these minutes.

Mr. Hinton informed the Board that GEICO has a teenage driving program that they would allow **LATIFPA** to use in their education program.

Chairman Byrd reviewed with the Board the staff suggested dates of March 9, June 8, September 14 and December 14 at 10:00 a.m., Poydras Building, 1702 North Third Street, Baton Rouge, Louisiana for the **LATIFPA** Board meetings in 2011.

Mr. Resweber made a motion to adopt the 2011 **LATIFPA** board meeting schedule. The motion was seconded by Mr. Apple. The motion was adopted by unanimous consent.

There being no further business, Chairman Byrd made a motion to adjourn. The motion was seconded by Mr. Stagg. The motion was approved and adopted by unanimous consent.

The meeting was adjourned at 12:17 p.m.

**AUTOMOBILE THEFT AWARENESS PROGRAM
HIGH SCHOOL PRESENTATION REPORT**

Date	Presented To	City and State	Number of Students in Attendance	Grade Level
4/11/2008	Broadmoor High School	Baton Rouge	620 Students	9 th , 10 th , 11 th & 12 th Grades
4/14/2008	Walker Freshman High School	Walker	100 students	9 th Grade
4/15/2008	Istrouma High School	Baton Rouge	140 Students	11 th and 12 th Grades
4/22/2008	Glen Oaks High School	Baton Rouge	300 Students	11 th and 12 th Grades
6/02/2008	Live Oak High School	Watson	130 Students	9 th , 10 th , 11 th & 12 th Grades
TOTAL	FISCAL YEAR 2007/2008		1,290 Students	
FY 2008/2009				
1/29/2009	Glen Oaks High School	Baton Rouge	380 Students	10 th , 11 th , and 12 th Grades
3/12/2009	McKinley High School	Baton Rouge	80 Students	12 th Graders
3/31/2009	Louisiana State University Public Safety Sponsored Event	Baton Rouge	Over 2000 Students and Faculty Members	College
5/1/2009	Robert E. Lee High School	Baton Rouge	120 Students	12 th Graders
TOTAL	FISCAL YEAR 2008/2009		2,580 Students	
FY 2009/2010				
9/4/2009	Walker High School	Walker	25	11 th & 12 th Grades
9/16/2009	Hamilton Terrace Learning Center	Shreveport	460	9 th , 10 th , 11 th & 12 th Grades
10/6/2009	Gable Academy	Baton Rouge	70	11 th & 12 th Grades
10/14/2009	St. Tammany Parish Schools	Mandeville	110	10 th , 11 th & 12 th Grades
11/2/2009	Walter L. Cohen High School	New Orleans	271	10 th , 11 th & 12 th Grades
11/3/2009	John McDonogh High School	New Orleans	250	10 th , 11 th & 12 th Grades

**AUTOMOBILE THEFT AWARENESS PROGRAM
HIGH SCHOOL PRESENTATION REPORT**

11/4/2009	George W. Carver High School	New Orleans	140	11 th & 12 th Grades
11/17/2009	Joseph S. Clark High School	New Orleans	28	11 th & 12 th Grades
11/17/2009	L. E. Rabouin High School	New Orleans	250	10 th , 11 th & 12 th Grades
11/18/2009	Sarah T. Reed High School	New Orleans	118	11 th & 12 th Grades
2/10/2010	Avoyelles Parish Alternative Site (APAS) School	Mansura	55	9 th , 10 th , 11 th & 12 th Grades
3/12/2010	Walker Freshman High School	Walker	120	9 th Grade
4/20/2010	Northeast High School	Baton Rouge	340	9 th , 10 th , 11 th & 12 th Grades
4/23/2010	Marksville High School	Marksville	875	9 th , 10 th , 11 th & 12 th Grades
5/10/10	EBR Acceleration Academy	Baton Rouge	135	9 th , 10 th & 11 th Grades
TOTAL	FISCAL YEAR 2009/2010		3247 Students	
FY 2010/2011				
10/21/10	Walker Freshman High School	Walker	78	9 th Grade
11/17/10	EBR Acceleration Academy	Baton Rouge	143	10 th , 11 th & 12 th Grades
TOTAL	PROGRAM BENEFICIARIES		7338 Students	

**AUTOMOBILE THEFT AWARENESS PROGRAM
MIDDLE SCHOOL PRESENTATION REPORT**

DATE	PRESENTED TO	CITY AND STATE	NUMBER OF STUDENTS IN ATTENDANCE	GRADE LEVEL
5/8/2007	Glen Oaks Middle School	Baton Rouge, Louisiana	240 Students	8th Grade
5/10/2007	Park Forest Middle School	Baton Rouge, Louisiana	60 Students	8th Grade
6/25/2007	Park Forest Middle School	Baton Rouge, Louisiana	200 Students	6th, 7th & 8th Grades
TOTAL	FISCAL YEAR 2006/2007		500 Students	
FY 2007/2008				
7/3/2007	Baton Rouge Juvenile Services Probation and Parole Officers	Baton Rouge, Louisiana		30 Administrators
7/10/2007	EBR Children and Youth Planning Board, BR City Court			10 Administrators
7/20/2007	Detainees at the BR Juvenile Services Detention Center	Baton Rouge, Louisiana	44 Detainees	Detainees
8/20/2007	Baton Rouge Preparatory AmericaCAN Program	Baton Rouge, Louisiana	137 Students	8th & 9th Grades
8/21/2007	Baton Rouge Preparatory AmericaCAN Program	Baton Rouge, Louisiana	163 Students	8th & 9th Grades
8/31/2007	Louisiana State Police	Baton Rouge, Louisiana		2 Enforcement Officers
9/10/2007	Southeast Middle School	Baton Rouge, Louisiana	130 Students	7th & 8th Grades
9/11/2007	Southeast Middle School	Baton Rouge, Louisiana	400 Students	6th, 7th & 8th Grades
9/12/2007	Southeast Middle School	Baton Rouge, Louisiana	417 Students	6th, 7th & 8th Grades
11/13/2007	Capitol Middle School	Baton Rouge, Louisiana	855 Students	6th, 7th & 8th Grades
11/26-27/2007	Broadmoor Middle School	Baton Rouge, Louisiana	755 Students	6th, 7th & 8th Grades
3/12/2008	Southside Junior High	Denham Springs, Louisiana	563 Students	6th, 7th & 8th Grades
3/31/2008	Denham Springs Junior High	Denham Springs, Louisiana	740 Students	6th, 7th & 8th Grades
TOTAL	FISCAL YEAR 2007/2008		4,204	
FY 2008/2009				
12/2/2008	Rusheon Middle School	Bossier City, Louisiana	395 Students	7th & 8th Grades
12/2/2008	Elm Grove Middle School	Bossier City, Louisiana	205 Students	7th & 8th Grades

**AUTOMOBILE THEFT AWARENESS PROGRAM
MIDDLE SCHOOL PRESENTATION REPORT**

12/3/2008	Cope Middle School	Bossier City, Louisiana	450 Students	6th, 7th & 8th Grades
12/3/2008	Greenacres Middle School	Bossier City, Louisiana	695 Students	6th, 7th & 8th Grades
12/4/2008	Benton Middle School	Bossier City, Louisiana	490 Students	6th, 7th & 8th Grades
12/4/2008	Plains Dealing Middle/ High School	Bossier City, Louisiana	630 Students	6th, 7th & 8th Grades
TOTAL	FISCAL YEAR 2008/2009		2,865	
FY 2009/2010				
6/4/2009	Springfield Middle/ Doyle High	Livingston, Louisiana	36 Students	10th, 11th, & 12th Grades
9/16/2009	Donnie Bickham Middle School	Shreveport, Louisiana	420 Students	8th Grade
10/5/2009	Glen Oaks Middle School	Baton Rouge, Louisiana	320 Students	6th, 7th & 8th Grades
10/7/2009	Lanier Elementary	Baton Rouge, Louisiana	24 Students	5th Grade
10/8/2009	Dalton Elementary	Baton Rouge, Louisiana	32 Students	5th Grade
2/11/2010	St. Helena Central Middle School	Greensburg, Louisiana	150 Students	6th, 7th & 8th Grades
4/22/2010	Bunkie Middle School	Bunkie, Louisiana	410 Students	6th, 7th & 8th Grades
4/27/2010	Glasgow Middle Magnet School	Baton Rouge, Louisiana	200 Students	6th & 7th Grades
4/29/2010	Westside Junior High School	Walker, Louisiana	200 Students	8th Grade
TOTAL	FISCAL YEAR 2009/2010		1,792	
TOTAL	PROGRAM BENEFICIARIES		9,361	

REPORT ON ACTION ITEMS

MEETING OF THE LATIFPA BOARD OF DIRECTORS

JULY 28, 2010

Report by Denise Cassano

- **Article in "Next" Magazine – Published in the 2010 Magazine about a month ago. A copy in your packets.**
- **All six grants were declined for funding that were submitted under contract with Dr. Beech. The letters are in your packets. We did, however, receive \$9,500 for the yearly grant that was submitted to The Allstate Foundation.**
- **The Request for Contract has been completed and signed by LDI and Colen Beech and has been sent to Contract Review to begin the revision of the school education program. It should be completed in about three months. It will take about a month to get the contract approved and two months to complete redesign.**
- **The billboard campaign has been completed statewide and is running right now for a period of two months – September 25 to November 24. Copies of billboard provided.**
- **The fraud brochure approved for printing is going through the LDI approval process and will be sent to the printer.**

LOUISIANA AUTOMOBILE THEFT AND INSURANCE FRAUD PREVENTION AUTHORITY
FISCAL YEAR 2010-2011 (PREPARED AS OF 12/03/10)

BUDGET AND EXPENDITURES			
	Self-Generated	Statutory Dedicated	Total
FY 10/11 Beginning Operating LATIFPA Budget		212,000.00	212,000.00
Cooperative Endeavor Agreement #633309 - National Insurance Crime Bureau			0.00
Next Magazine - advertisement (paid October 2010)		(2,652.00)	(2,652.00)
Lamar Advertising - billboard campaign		(72,000.00)	(72,000.00)
			0.00
			0.00
			0.00
			0.00
Total Expenditures As of 12/03/10	0.00	(74,652.00)	(74,652.00)
FY 10/11 Ending Operating LATIFPA Budget	0.00	137,348.00	137,348.00

REVENUES AND COLLECTIONS			
	Self-Generated	Statutory Dedicated	Total
FY 10/11 Beginning Fund Balance	0.00	14,638.97	14,638.97
SB 792 - Act 1013		187,000.00	187,000.00
Misc Rec from Private Sources (Allstate)		9,500.00	9,500.00
FY 09/10 Interest on Investments (July'10-June'11)		212.00	212.00
FY 10/11 Ending Fund Balance	0.00	211,350.97	211,350.97

TOTAL FUND BALANCE (Revenues and Collections minus Expenditures)	136,698.97	136,698.97
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	<u>Collections</u>		<u>Interest Earned</u>
July 2010	0.00	July 2010	10.00
August 2010	187,000.00	August 2010	5.00
September 2010	0.00	September 2010	60.00
October 2010	9,500.00	October 2010	69.00
November 2010	0.00	November 2010	68.00
December 2010	0.00	December 2010	0.00
January 2011	0.00	January 2011	0.00
February 2011	0.00	February 2011	0.00
March 2011	0.00	March 2011	0.00
April 2011	0.00	April 2011	0.00
May 2011	0.00	May 2011	0.00
June 2011	0.00	June 2011	0.00
Total Collections:	196,500.00	Total Interest Earned:	212.00

Account #1 - Donations/Fees	
Beginning Balance	14,638.97
Collections	9,500.00
Expenditures	0.00
Total Account #1 Fund Balance	24,138.97

Account #2 - Fraud Assessment - SB 792 - Act 1013	
Beginning Balance	0.00
Collections	187,000.00
Expenditures	(74,652.00)
Total Account #2 Fund Balance	112,348.00

Interest Earned	212.00
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TOTAL FUND BALANCE	136,698.97	
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REPORT OF THE STEERING COMMITTEE ON EQUIPMENT PURCHASES

LOUISIANA AUTOMOBILE THEFT AND INSURANCE FRAUD PREVENTION AUTHORITY

MEETING – NOVEMBER 10, 2010

The steering committee had a discussion on maintenance agreements and there was a consensus among the members that maintenance agreements should be maintained on a continuous basis by the receiving agencies. Mr. Charlie Peters with the National Insurance Crime Bureau (NICB) reported that maintenance agreements are unavailable on the Orion Tracking and Locating Bait Vehicle Equipment.

The committee also discussed the NICB Use Agreements and its contents to assure total compliance with the intent and administration of the program.

Mr. Cleve Franklin made a motion to recommend to the Louisiana Automobile Theft and Insurance Fraud Prevention Authority (LATIFPA) Board of Directors that authority be given to the Director of LATIFPA to expend up to \$5,000 per unit on installation and incidentals as it becomes necessary for both the bait vehicle program and the license plate reader program provided funds are available. The motion was seconded by Mr. Donald David. The committee approved the motion with unanimous consent.

The committee discussed the board granting authority to the steering committee to move and reassign bait vehicles and license plate readers in the LATIFPA programs, as they become available, to the next qualifying agency on the prioritized lists for the two programs as approved by the Board of Directors.

A motion was made by Mr. Franklin to have Mr. Peters write and submit a letter to the New Orleans Police Department giving notice that the bait vehicle issued to them under the LATIFPA/NICB bait vehicle program would be removed from their department by January 1, 2011 unless they meet the deployment requirements under the NICB Use Agreement. The motion was seconded by Mr. David. The committee approved the motion with unanimous consent.

Mr. Cleve Franklin made a motion to instruct staff to contact the next qualifying agency under the LATIFPA bait vehicle program to see if they were still interested in receiving a bait vehicle. Mr. Donald David seconded the motion. The committee approved the motion with unanimous consent.

There was discussion about the reassignment of the PIPS license plate reader, to a qualifying law enforcement agency, that has been returned to the LATIFPA License Plate Reader Program by the Lafayette Police Department. There was also discussion about the costs entailed in a reassignment i.e. uninstall, new install and maintenance agreement renewal. Mr. Peters recommended that the committee seek board approval to reassign the PIPS license plate reader (LPD), being returned by the Lafayette Police Department, to the Baton Rouge Police Department provided they are willing to

uninstall, reinstall and pay for the renewal of the maintenance agreement on this equipment. Mr. Franklin seconded the motion. The committee approved the motion with unanimous consent. (Note: Since this meeting the Baton Rouge Police Department, if awarded the license plate reader, has agreed to uninstall the LPR from the from the Lafayette Police Department vehicle and install it in a Baton Rouge Police Department vehicle and no expense to LATIFPA. The Baton Rouge Police Department has also made arrangements to renew the maintenance agreement on this LPR with payment being delayed until after January 1, 2011. According to Mr. Peters the maintenance agreement will commence on the date it is paid and it will be for a full 12 months at a price of \$1,024.

Mr. Franklin made a motion to seek LATIFPA board approval to expend the funds necessary for the uninstall and new install on the PIPS technology that has been in Lafayette for reassignment to the next qualifying agency should the Baton Rouge Police Department, after board approval, decline to received this equipment.

The committee recommended that LATIFPA staff seek the approval of the Louisiana Department of Insurance to issue a Commissioner's certificate to the Baton Rouge Police Department in acknowledgement of their success with their LATIFPA/NICB license plate reader and bait vehicle.