



Motor Vehicle Crime Prevention Authority

Board Meeting
San Antonio, Texas
August 23, 2023



AGENDA
BOARD MEETING
MOTOR VEHICLE CRIME PREVENTION AUTHORITY
HYATT REGENCY HILL COUNTRY RESORT
9800 HYATT RESORT DRIVE
SAN ANTONIO, TEXAS 78251
WEDNESDAY, AUGUST 23, 2023
9:00 A.M.

Link to August 23, 2023, MVCPA Board Meeting Documents (under Calendar tab):
<https://www.txdmv.gov/about-us/MVCPA>

All agenda items are subject to possible discussion, questions, consideration, and action by the Board of the Motor Vehicle Crime Prevention Authority (Board). Agenda item numbers are assigned for ease of reference only and do not necessarily reflect the order of their consideration by the Board. Presentations may be made by the identified staff, Board member, or other personnel as needed. The Board reserves the right to discuss any items in closed session where authorized by the Open Meetings Act.

- 1. Roll Call and Establishment of Quorum**
- 2. Pledges of Allegiance - U.S. and Texas**
- 3. Chair's Reports - Chairman Rodriquez**
 - A. Approval of Transcript as Minutes (June 15, 2023) (ACTION ITEM)
 - B. Chair's Report
- 4. MVCPA Director's Report - Joe Canady (BRIEFINGS ONLY)**
 - A. Recognitions
 - B. FY 2024 Progress Report Definitions and Measures
 - C. FY 2024 Staff Positions
 - D. El Paso Meeting

RULE PROPOSALS

- 5. Chapter 57, Motor Vehicle Crime Prevention Authority - David Richards**
(ACTION ITEM)
New, §57.52
(Relating to MVCPA Fee Penalty for Late Payment or Filing of Report; Appeal)
- 6. Chapter 57, Motor Vehicle Crime Prevention Authority - David Richards**
(ACTION ITEM)
Amendment, §57.48
(Relating to MVCPA Fee - Motor Vehicle Years of Calculations)

REFUND REQUESTS

7. **Employers Mutual Casualty Company** - Dan Price (ACTION ITEM)
8. **Emcasco Insurance Company** - Dan Price (ACTION ITEM)
9. **American Access Casualty Company** - Dan Price (ACTION ITEM)
10. **Unitrin County Mutual Insurance Company** - Dan Price (ACTION ITEM)

BRIEFING AND ACTION ITEMS

11. **FY 2024 MVCPA Budget** - Joe Canady (BRIEFING ONLY)
12. **Senate Bill 224 Requirements** - Joe Canady and Keith Yawn (ACTION ITEM)
13. **FY 2024 Additional Funding Priorities** - Joe Canady (ACTION ITEMS)
 - A. MVCPA Automatic License Plate Reader Program
 - B. Bait Vehicles
 - C. New Taskforces
 - D. Supplemental Awards to Existing Taskforces
 - E. Catalytic Converter Marking Equipment
14. **Texas Comptroller of Public Accounts Contract Renewal** - Joe Canady (ACTION ITEM)
15. **Texas A&M Grant Monitoring and Tracking System** - Joe Canady (ACTION ITEM)

CLOSED SESSION

16. **The Board may enter into closed session under one or more of the following provisions of the Texas Open Meetings Act, Government Code Chapter 551:**

Section 551.071 - Consultation with and advice from legal counsel regarding:

- pending or contemplated litigation, or a settlement offer;
- a matter in which the duty of the attorney to the government body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Government Code Chapter 551; or

any item on this agenda.

Section 551.074 - Personnel matters.

- Discussion relating to the appointment, employment, evaluation, reassignment, duties, discipline, and dismissal of personnel.

Section 551.076 - Deliberation Regarding Security Devices or Security Audits.

- the deployment, or specific occasions for implementation, of security personnel or devices; or
- a security audit.

Section 551.089 - Deliberation Regarding Security Devices or Security Audits.

- security assessments or deployments relating to information resources technology;
- network security information as described by Government Code Section 2059.055(b); or
- the deployment, or specific occasions for implementation, of security personnel, critical infrastructure, or security devices.

17. Action Items from Closed Session

18. Public Comment

19. Adjournment

The Board will allow an open comment period to receive public comment on any agenda item or other matter that is under the jurisdiction of the Board. No action will be taken on matters that are not part of the agenda for the meeting. For subjects that are not otherwise part of the agenda for the meeting, Board members may respond in accordance with Government Code §551.042 and consider the feasibility of placing the matter on the agenda for a future meeting.

If you would like to comment on any agenda item (including an open comment under the agenda item for Public Comment), you must complete a speaker's form at the registration table prior to the agenda item being taken up by the Board.

Public comment will only be accepted in person. Each speaker will be limited to three minutes, and time allotted to one speaker may not be reassigned to another speaker.

Any individual with a disability who plans to attend this meeting and requires auxiliary aids or services should notify the department as far in advance as possible, but no less than two days in advance, so that appropriate arrangements can be made. Contact David Richards by telephone at (512) 465-1423.

I certify that I have reviewed this document and that it conforms to all applicable Texas Register filing requirements.

CERTIFYING OFFICIAL: David Richards, General Counsel, (512) 465-1423.

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Agenda Item: 1

Subject: Roll Call and Establishment of Quorum

| | Present |
|---|---------|
| Assistant Chief Mike Rodriguez – Governor Designated Presiding Officer Law Enforcement Representative – Laredo, TX | |
| Kit Whitehill – Governor Appointed Board Member Insurance Consumer Representative – Coppell, TX | |
| Rebecca Cantu-Serrano – Governor Appointed Board Member Insurance Consumer Representative – Brownsville, TX | |
| Charla Brotherton – Governor Appointed Board Member Insurance Writer Representative – Fort Worth, TX | |
| Dean Smith – Governor Appointed Board Member Insurance Writer Representative – North Richland Hills, TX | |
| Lieutenant Julio Gonzalez – Committee Chairman - Governor Appointed Board Member Law Enforcement Representative – Dallas, TX | |
| Major Sharon Jones – Ex Officio Member Designee for the Public Safety Director Texas Department of Public Safety | |



Agenda Item: 2

Subject: Pledges of Allegiance – U.S. and Texas



"I pledge allegiance to the flag of the United States of America, and to the republic for which it stands, one nation under God, indivisible, with liberty and justice for all."

"Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible."



To: Motor Vehicle Crime Prevention Authority Board
From: MVCPA Staff
Agenda Item: 3.A
Subject: Approval of Transcripts as Minutes (June 15, 2023)

RECOMMENDATION

Action Item. Motion to approve the transcripts.

PURPOSE AND EXECUTIVE SUMMARY

MVCPA staff emailed the June 15, 2023, Board Meeting Transcripts to all MVCPA board members on August 18, 2023 for review.



To: Motor Vehicle Crime Prevention Authority Board
From: Joe Canady, Director
Agenda Item: 4.A
Subject: Recognitions

RECOMMENDATION

Briefing Only.

PURPOSE AND EXECUTIVE SUMMARY

Grant Personnel Retirements

FINANCIAL IMPACT

N/A

BACKGROUND AND DISCUSSION

Sgt. Rene Cardona

- 27 years in Law Enforcement
- Eagle Pass Police Department 27 years
- Eagle Pass Auto Theft Taskforce 20 years
- Served as the Taskforce Commander
- Texas Association of Vehicle Theft Investigators 1st Vice President
- Retired August 2023





To: Motor Vehicle Crime Prevention Authority Board
From: Joe Canady, Director
Agenda Item: 4.B
Subject: FY 2024 Progress Report Definitions and Measures

RECOMMENDATION

Briefing Only.

PURPOSE AND EXECUTIVE SUMMARY

Providing definitions for FY24 Progress Report Measures to ensure Grantees report performance data within MVCPA guidelines.

FINANCIAL IMPACT

N/A

BACKGROUND AND DISCUSSION

The current Progress Report collects taskforce data for more than 100 performance measures. Of these measures, only 12 are statutorily required. There are multiple duplications, and it becomes confusing where to report the information. There are some measures that we should collect and track but are not included in the current version. The MVCPA Director and staff met with taskforce commanders on Tuesday, August 22, 2023, and discussed the progress reports to make recommendations to the MVCPA Grants, Budget, and Reporting Committee.



To: Motor Vehicle Crime Prevention Authority Board
From: Joe Canady, MVCPA Director
Agenda Item: 4.C
Subject: FY 2024 Staff Positions

RECOMMENDATION

Briefing Only.

PURPOSE AND EXECUTIVE SUMMARY

Number of new MVCPA Full Time Equivalents (FTEs) Positions based on the Fiscal Year 2024-2025 General Appropriations Act and contingency appropriations from Senate Bill 224 and staffing plan.

FINANCIAL IMPACT

N/A

BACKGROUND AND DISCUSSION

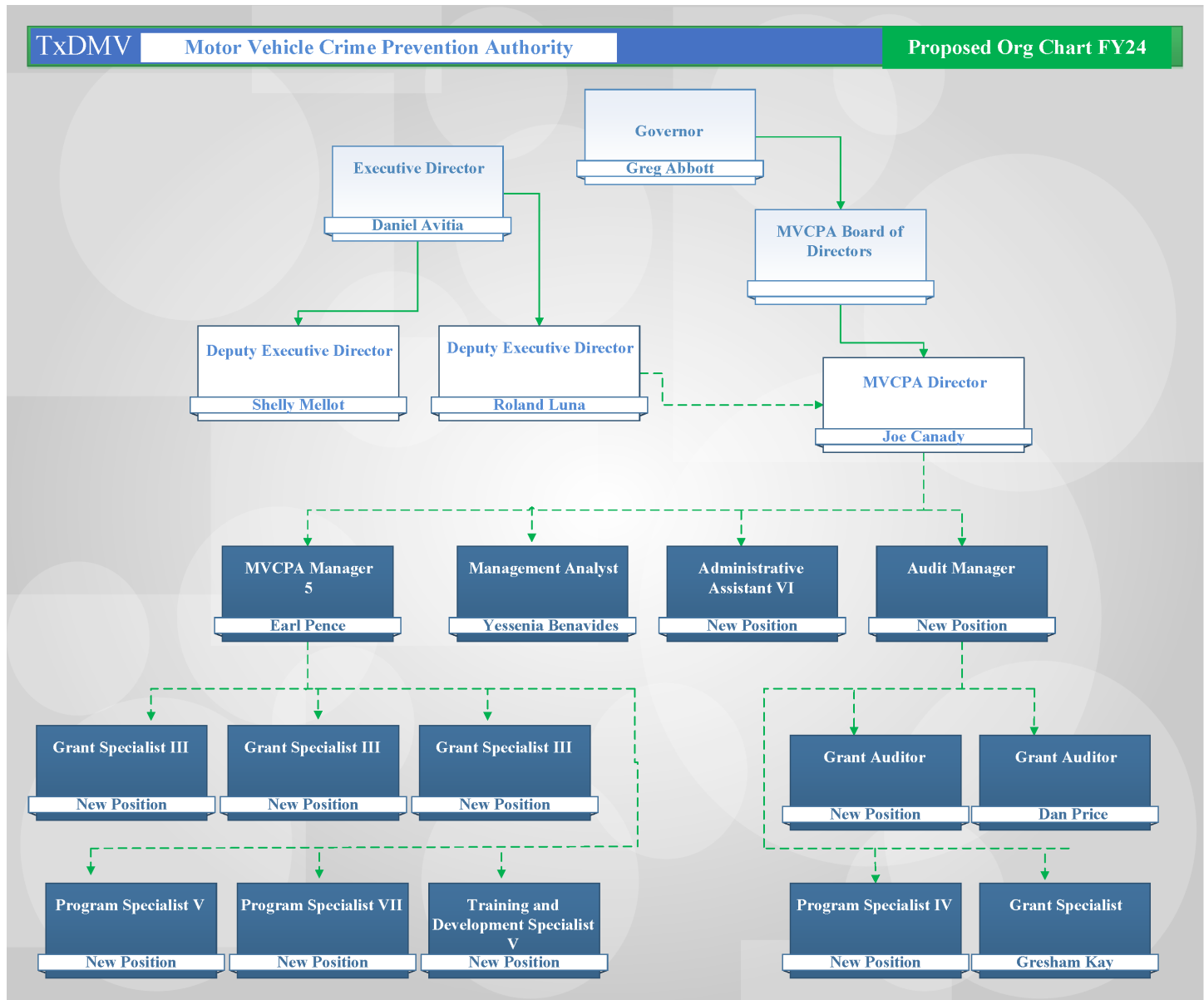
MVCPA was authorized six additional FTEs beginning in Fiscal year 2024 in HB 1, General Appropriations Act Eighty-Eighth Legislature. Four additional FTEs were authorized contingent upon passage of Senate Bill 224.

- Positions authorized from the General Appropriations Act.
 - Training and Development Specialist
 - Audit Manager
 - Program Specialists (2)
 - Grant Specialists (2)
- Positions authorized from the contingency of Senate Bill 224 passage.
 - Administrative Assistant
 - Grant Specialist
 - Program Specialist
 - Grant Auditor

The additional FTEs will allow for the development of five integrated teams to effectively implement the required functions concerning catalytic converter theft, motor vehicle theft, burglary of a motor vehicle, and fraud related motor vehicle crime.

- MVCPA Admin
 - Director
 - Manager
 - Audit Manager
 - Management Analyst
 - Administrative Assistant
- Grant Compliance Unit
 - Grant Auditors (2)

- Grant Specialists (4)
- Fee Collection Unit
 - Program Specialist
- Public Awareness and Education Unit
 - Training and Development Specialist
- Law Enforcement Training Unit
 - Program Specialists (2)





To: Motor Vehicle Crime Prevention Authority Board
From: Joe Canady, MVCPA Director
Agenda Item: 4.D
Subject: El Paso Meeting

RECOMMENDATION

Briefing Only.

PURPOSE AND EXECUTIVE SUMMARY

Texas Department of Motor Vehicles (TxDMV) Executive Team leaders will travel to El Paso to collaborate and coordinate with law enforcement stakeholders, Tax Assessor Collector (TAC) and the TxDMV Regional Service Center.

FINANCIAL IMPACT

N/A

BACKGROUND AND DISCUSSION

Members of the TxDMV Executive Directors Office, MVCPA Director, Vehicle Titles and Registration Division (VTR) are planning to visit the El Paso Auto Theft Taskforce, El Paso County TAC, and the TxDMV Regional Service Center to identify needs of the respective offices, discuss current trends occurring in the El Paso Region and provide program updates.



To: Motor Vehicle Crime Prevention Authority Board
From: David Richards, General Counsel
Agenda Item: 5
Subject: Chapter 57, Motor Vehicle Crime Prevention Authority
New §57.52, MVCPA Fee Penalty for Late Payment or Filing of Report

RECOMMENDATION

Action Item. Approve the new section for publication in the *Texas Register*.

PURPOSE AND EXECUTIVE SUMMARY

The Authority proposes to amend Title 43 Texas Administrative Code, Part 3, Chapter 57, by adding new §57.52, concerning the assessment of a penalty for late payment of fee or filing of report, and an appeal procedure. The new section is necessary to implement House Bill (HB) 3514 enacted during the 87th Legislature, Regular Session (2021).

FINANCIAL IMPACT

The department has determined that for each year of the first five years the new section will be in effect, there will be no significant fiscal impact to state or local governments as a result of the enforcement or administration of the new section.

BACKGROUND AND DISCUSSION

New §57.52 implements HB 3514 enacted by the 87th Legislature, Regular Session (2021). Transportation Code §1006.153, Fee Imposed on Insurers, provides “motor vehicle years of insurance” means the total number of years or portions of years during which a motor vehicle is covered by insurance. Insurers are required to pay to the MVCPA a fee equal to \$5 multiplied by the total number of motor vehicle years of insurance policies delivered, issued for delivery, or renewed by the insurer. New §57.52 provides that a penalty shall be imposed on an insurer for the delinquent payment of the required fee or the delinquent filing of the report of the fee that is required by rule. HB 3514 provides the MVCPA with the ability to audit or contract for the audit of fees paid under Transportation Code §1006.153(b-2) and requires the MVCPA to establish procedures by rule that provide a right to an appeal to an insurer assessed a penalty or interest under this section. The final decision regarding an insurer’s appeal is decided by a majority vote of the MVCPA Board. The appeal of the assessment of a penalty of interest is not a contested case under Government Code, Chapter 2001.



To: Motor Vehicle Crime Prevention Authority Board
From: David Richards, General Counsel
Agenda Item: 6
Subject: Chapter 57, Motor Vehicle Crime Prevention Authority
Amendment §57.48, MVCPA Fee – Motor Vehicle Years of Calculations

RECOMMENDATION

Action Item. Approve the proposed amended section for publication in the *Texas Register*.

PURPOSE AND EXECUTIVE SUMMARY

The Authority proposes to amend Title 43 Texas Administrative Code, Part 3, Chapter 57, §57.48, concerning motor vehicle years of insurance calculations.

The amendments are necessary to implement Senate Bill (SB) 224 enacted during the 88th Legislature, Regular Session (2023). SB 224 provides that the (a)(1) single statutory fee payable on each motor vehicle for which the insurer provides insurance coverage during the calendar year regardless of the number of policy renewals is increased from \$4 to \$5; and (a)(4) all motor vehicle or automobile insurance policies as defined by Insurance Code §5.01(e), covering a motor vehicle shall be assessed the \$5 fee.

FINANCIAL IMPACT

The department has determined that for each year of the first five years the new amendments will be in effect, there will be no significant fiscal impact to state or local governments as a result of the enforcement or administration of the amendments.

BACKGROUND AND DISCUSSION

Amendments to §57.48(a)(1) and (a)(4) implement SB 224 enacted by the 88th Legislature, Regular Session, 2023. Transportation Code §1006.153, Fee Imposed on Insurers, provides “motor vehicle years of insurance” means the total number of years or portions of years during which a motor vehicle is covered by insurance. Insurers are required to pay to the Authority a fee equal to \$5 multiplied by the total number of motor vehicle years of insurance policies delivered, issued for delivery, or renewed by the insurer.

Out of each fee collected under §1006.153, \$1 shall be deposited to the credit of the general revenue fund to be used only for coordinated regulatory and law enforcement activities intended to detect and prevent catalytic converter theft in this state. The money deposited to the credit of the general revenue may be appropriated to the authority for coordinated regulatory and law enforcement activities.



To: Motor Vehicle Crime Prevention Authority Board
From: Dan Price, MVCPA Auditor
Agenda Item: 7
Subject: Employers Mutual Casualty Company

RECOMMENDATION

Action Item. MVCPA Staff recommends approval of the refund request to Employers Mutual Casualty Company in the amount of \$1,453.00.

PURPOSE AND EXECUTIVE SUMMARY

MVCPA Fee collections and activity related to non-filers, non-payors, and requests for refund or waiver.

FINANCIAL IMPACT

N/A

BACKGROUND AND DISCUSSION

Employers Mutual Casualty Company initiated payment of the MVCPA Fee on the date but did not meet the cut off time for the funds to be received by the Comptroller of Public Accounts on the due date. Employers Mutual Casualty Company has not previously requested a waiver.



To: Motor Vehicle Crime Prevention Authority Board
From: Dan Price, MVCPA Auditor
Agenda Item: 8
Subject: Emcasco Insurance Company

RECOMMENDATION

Action Item. MVCPA Staff recommend approval of the refund request to Emcasco Insurance Company in the amount of \$300.60.

PURPOSE AND EXECUTIVE SUMMARY

MVCPA Fee collections and activity related to non-filers, non-payors, and requests for refund or waiver.

FINANCIAL IMPACT

N/A

BACKGROUND AND DISCUSSION

Emcasco Insurance Company initiated payment of the MVCPA Fee on the date but did not meet the cut off time for the funds to be received by the Comptroller of Public Accounts on the due date. Emcasco Insurance Company has not previously requested a waiver.



To: Motor Vehicle Crime Prevention Authority Board
From: Dan Price, MVCPA Auditor
Agenda Item: 9
Subject: American Access Casualty Company

RECOMMENDATION

Action Item. MVCPA Staff recommend denial of the refund request to American Access Casualty Company in the amount of \$77,560.40.

PURPOSE AND EXECUTIVE SUMMARY

MVCPA Fee collections and activity related to non-filers, non-payors, and requests for refund or waiver.

FINANCIAL IMPACT

N/A

BACKGROUND AND DISCUSSION

American Access Casualty Company initiated payment of the MVCPA Fee over one week after the due date. American Access Casualty Company received a waiver in 2019.



To: Motor Vehicle Crime Prevention Authority Board
From: Dan Price, MVCPA Auditor
Agenda Item: 10
Subject: Unitrin County Mutual Insurance Company

RECOMMENDATION

Action Item. MVCPA Staff recommend denial of the refund request to Unitrin County Mutual Insurance Company in the amount of \$7,511.80.

PURPOSE AND EXECUTIVE SUMMARY

MVCPA Fee collections and activity related to non-filers, non-payors, and requests for refund or waiver.

FINANCIAL IMPACT

N/A

BACKGROUND AND DISCUSSION

Unitrin County Mutual Insurance Company initiated payment of the MVCPA Fee over one week after the due date. Unitrin County Mutual Insurance Company received a waiver in 2019.



To: Motor Vehicle Crime Prevention Authority Board
From: Joe Canady, MVCPA Director
Agenda Item: 11
Subject: FY 2024 MVCPA Budget

RECOMMENDATION

Briefing Only.

PURPOSE AND EXECUTIVE SUMMARY

Overview of available funds for FY24 Operating Budget.

FINANCIAL IMPACT

N/A

BACKGROUND AND DISCUSSION

HB 1, General Appropriations Act Eighty-Eighth Legislature appropriated the Texas Department of Motor Vehicles (TXDMV) \$24,189,100 in fiscal year 2024 for the MVCPA to pay TxDMV for administrative costs and to achieve the purposes of Texas Transportation Code Sec. 1006 to include:

- Providing financial support to law enforcement agencies for economic motor vehicle theft and fraud-related motor vehicle crime enforcement teams.
- Providing financial support to law enforcement agencies, local prosecutors, judicial agencies, and neighborhood, community, business, and nonprofit organizations for programs designed to reduce the incidence of economic motor vehicle theft and fraud-related motor vehicle crime.
- Conducting educational programs designed to inform motor vehicle owners of methods of preventing motor vehicle burglary or theft and fraud-related motor vehicle crime.
- Providing equipment, for experimental purposes, to assist motor vehicle owners in preventing motor vehicle burglary or theft.
- Establishing a uniform program to prevent stolen motor vehicles from entering Mexico.

Contingent on enactment of Senate Bill 224, the Eighty-eighth Legislature, Regular Session, appropriated TxDMV \$314,983 in fiscal year 2024 and \$279,386 in fiscal year 2025 from General Revenue and the Number of Full-Time-Equivalents in the agency's bill pattern is increased by 4.0 FTEs in each fiscal year of the 2024-25 biennium to implement the provisions of the legislation.

Also contingent on enactment of Senate Bill 224 by the Eighty-eighth Legislature, Regular Session, appropriated TxDMV, estimated to be, \$24,352,279 in fiscal year 2024 and \$30,099,417 in fiscal year 2025 for the purposes of coordinated regulatory and law enforcement activities intended to detect and prevent catalytic converter theft pursuant to Transportation Code, Section 1006.153(e).

MVCPA FY24 Budget overview as of 8/11/2023

| Ledger Group | Account | Account Description | Budget | Expense | Total Encumbrances | Available Budget* | Percent Available |
|--------------|------------|-----------------------------|----------------------|---------|--------------------|----------------------|-------------------|
| DEPTID | ADVERTISNG | Advertising & Promotion | 152,642.00 | - | - | 152,642.00 | 100% |
| DEPTID | CNTRCT SVC | Purchased Contract Services | 27,720.00 | - | 1,400.00 | 26,320.00 | 95% |
| DEPTID | COM_EQ_SW | Computer Equipment Software | 38,530.00 | - | - | 38,530.00 | 100% |
| DEPTID | CONSUM | Consumable Supplies | 2,500.00 | - | - | 2,500.00 | 100% |
| DEPTID | FEES & CHG | Fees & Other Charges | 22,298.00 | - | - | 22,298.00 | 100% |
| DEPTID | FREIGHT | Freight | 6,000.00 | - | - | 6,000.00 | 100% |
| DEPTID | GRANTS | Grants | 22,879,972.00 | - | - | 22,879,972.00 | 100% |
| DEPTID | IN_ST_TRV | Travel In-State | 30,000.00 | - | - | 30,000.00 | 100% |
| DEPTID | MBRSHIP_TR | Memberships & Training | 6,000.00 | - | - | 6,000.00 | 100% |
| DEPTID | OT_ST_TRV | Travel Out of State | 5,000.00 | - | - | 5,000.00 | 100% |
| DEPTID | OTH_EXP | Other Expenses | 13,737.00 | - | - | 13,737.00 | 100% |
| DEPTID | OTHER_PERS | Other Personnel Costs | 11,152.00 | - | - | 11,152.00 | 100% |
| DEPTID | PROF_FEES | Professional Fees & Svc | 110,000.00 | - | - | 110,000.00 | 100% |
| DEPTID | RENT_BLDG | Rent, Buildings | 10,000.00 | - | - | 10,000.00 | 100% |
| DEPTID | RENT_M&OTH | Rent, Machine & Other | 5,204.00 | - | - | 5,204.00 | 100% |
| DEPTID | REPRD_PRT | Reproduction & Printing | 23,560.00 | - | - | 23,560.00 | 100% |
| DEPTID | SAL&WAGE | Salaries & Wages | 834,676.00 | - | - | 834,676.00 | 100% |
| DEPTID | SERVICES | Services | 8,000.00 | - | - | 8,000.00 | 100% |
| DEPTID | UTILITIES | Utilities | 3,509.00 | - | - | 3,509.00 | 100% |
| Grand Total | | | 24,190,500.00 | - | 1,400.00 | 24,189,100.00 | 100% |

Sec. 18.42. Contingency for Senate Bill 224. Contingent on enactment of Senate Bill 224, or similar legislation relating to catalytic converters, including criminal conduct involving catalytic converters, by the Eighty-eighth Legislature, Regular Session, in addition to amounts appropriated elsewhere in this Act, the Department of Motor Vehicles is appropriated in Strategy B.2.1, Motor Vehicle Crime Prevention, \$314,983 in fiscal year 2024 and \$279,386 in fiscal year 2025 from General Revenue and the “Number of Full-Time-Equivalents (FTE)” in the agency’s bill pattern is increased by 4.0 FTEs in each fiscal year of the 2024-25 biennium to implement the provisions of the legislation.

Also contingent on enactment of Senate Bill 224 or similar legislation by the Eighty-eighth Legislature, Regular Session, fees collected in excess of the Comptroller of Public Accounts’ Biennial Revenue Estimate (Revenue Object 3206) pursuant to Transportation Code, Section 1006.153, from \$1 out of each fee collected and deposited to the General Revenue Fund and dedicated for the purposes of coordinated regulatory and law enforcement activities intended to detect and prevent catalytic converter theft in this state pursuant to Transportation Code, Section 1006.153(e), as amended by the legislation, (estimated to be \$24,352,279 in fiscal year 2024 and \$30,099,417 in fiscal year 2025) are appropriated to the Department of Motor Vehicles in Strategy B.2.1, Motor Vehicle Crime Prevention.



To: Motor Vehicle Crime Prevention Authority Board
From: Joe Canady, MVCPA Director
Agenda Item: 12
Subject: Senate Bill 224 Requirements

RECOMMENDATION

Action Item.

Authorize the Director to coordinate with the Texas Department of Motor Vehicles (TxDMV), Texas Department of Public Safety (TxDPS), and Texas Department of Licensing and Regulation (TDLR) to develop and implement a plan to review the records of persons regulated by each agency involving the purchase, acquisition, sale, or transfer of catalytic converters removed from motor vehicles and respond to suspicious activities that may be detected through the analysis of the records.

PURPOSE AND EXECUTIVE SUMMARY

To comply with Senate Bill 224 requirements no later than January 1, 2024.

FINANCIAL IMPACT

N/A

BACKGROUND AND DISCUSSION

- **Metal Recycling Entities (MRE)** - TxDPS registers and regulates all (MRE) involved in performing the manufacturing process by which scrap, used, or obsolete metal is converted into raw material products consisting of prepared grades and having an existing or potential economic value under the authority of the Texas Occupations Code, Chapter 1956 and the related administrative rules.
- **Used Automotive Parts Recyclers** - TDLR licenses and regulates Used Automotive Parts Recycling businesses involved in the dismantling and reuse or resale of used automotive parts under the authority of Texas Occupations Code Chapter 2309 and Texas Admin Code Chapter 87.
- **Salvage Dealers** - TxDMV licenses and regulates Salvage Vehicle Dealers who buy or sell more than five salvage or nonrepairable motor vehicles in a calendar year or rebuild more than five salvage motor vehicles in a calendar year under the authority of Transportation Code, Chapter 501, Occupations Code, Chapter 2302 and 43 TAC Chapter 221.

Proposed plan to review the records of persons regulated.

- MVCPA will coordinate with TxDPS, TDLR, and TxDMV to develop criteria to identify suspicious activities involving the purchase, acquisition, sale, or transfer of catalytic converters removed from motor vehicles.
 - Sale of multiple catalytic converters by one individual and or entity
 - Sale of catalytic converters involving multiple transactions over a period by individuals.
 - Failure to keep proper records of purchase or acquisition of catalytic converters.
 - Multiple violations of statutes and rules.

- MVCPA Analyst with the assistance of analysts from state agencies who regulate businesses involving the purchase, acquisition, sale, or transfer of catalytic converters perform a review of the records to identify suspicious activities and report the findings to MVCPA.
- In the beginning analysts should meet monthly as a group to discuss the results of their review and report to the MVCPA Director with recommendations for meeting frequency.

Proposed plan to respond to Suspicious Activities.

- Suspicious activities identified as suspected criminal violations forwarded to MVCPA Taskforce law enforcement personnel and TxDPS Criminal law enforcement for further investigation.
- Suspicious activities identified as suspected administrative violations forwarded to TDLR and TxDMV for inspection and follow-up.
- MVCPA shall track suspicious activities referred to state agencies and report to the MVCPA Board.

In developing and implementing the plan, MVCPA shall focus on:

- Protecting each step in the legitimate stream of commerce that begins with the removal of a catalytic converter from a motor vehicle and includes recycling those catalytic converters to ensure that the persons regulated by the agencies listed are not the means for inserting stolen catalytic converters into the stream of commerce.
- Providing risk-based targeting and random auditing of the records of persons regulated by the agencies listed.

Establishment of task force composed of persons regulated.

- MVCPA may establish a taskforce composed of persons regulated by the agencies listed who have substantial business experience in transactions involving catalytic converters. The authority shall develop the plan to review the records of persons regulated and respond to suspicious activities with the participation of the taskforce, if established.
- The authority may appoint members to the taskforce as the authority determines appropriate, except that persons regulated must be included in the taskforce composition.
- Should meeting frequency be determined on the front end?
- Does the board have a meeting expectation?



To: Motor Vehicle Crime Prevention Authority Board
From: Joe Canady, MVCPA Director
Agenda Item: 13.A
Subject: MVCPA Automatic License Plate Reader Program

RECOMMENDATION

Action Item.

Authorize the Director and staff to research Automatic License Plate Reader (ALPR) equipment for the purpose of developing a statewide network of ALPR cameras to enhance the identification of vehicles in locations where the theft of catalytic converters have occurred and associated motor vehicle crimes such as vehicle theft, burglary, and fraud related motor vehicle crimes have occurred.

PURPOSE AND EXECUTIVE SUMMARY

Enactment of Senate Bill 224 by the Eighty-eighth Legislature, Regular Session, increased appropriations for fiscal year 2024 and 2025 for the purposes of coordinated regulatory and law enforcement activities intended to detect and prevent catalytic converter theft pursuant to Transportation Code, Section 1006.153(e).

FINANCIAL IMPACT

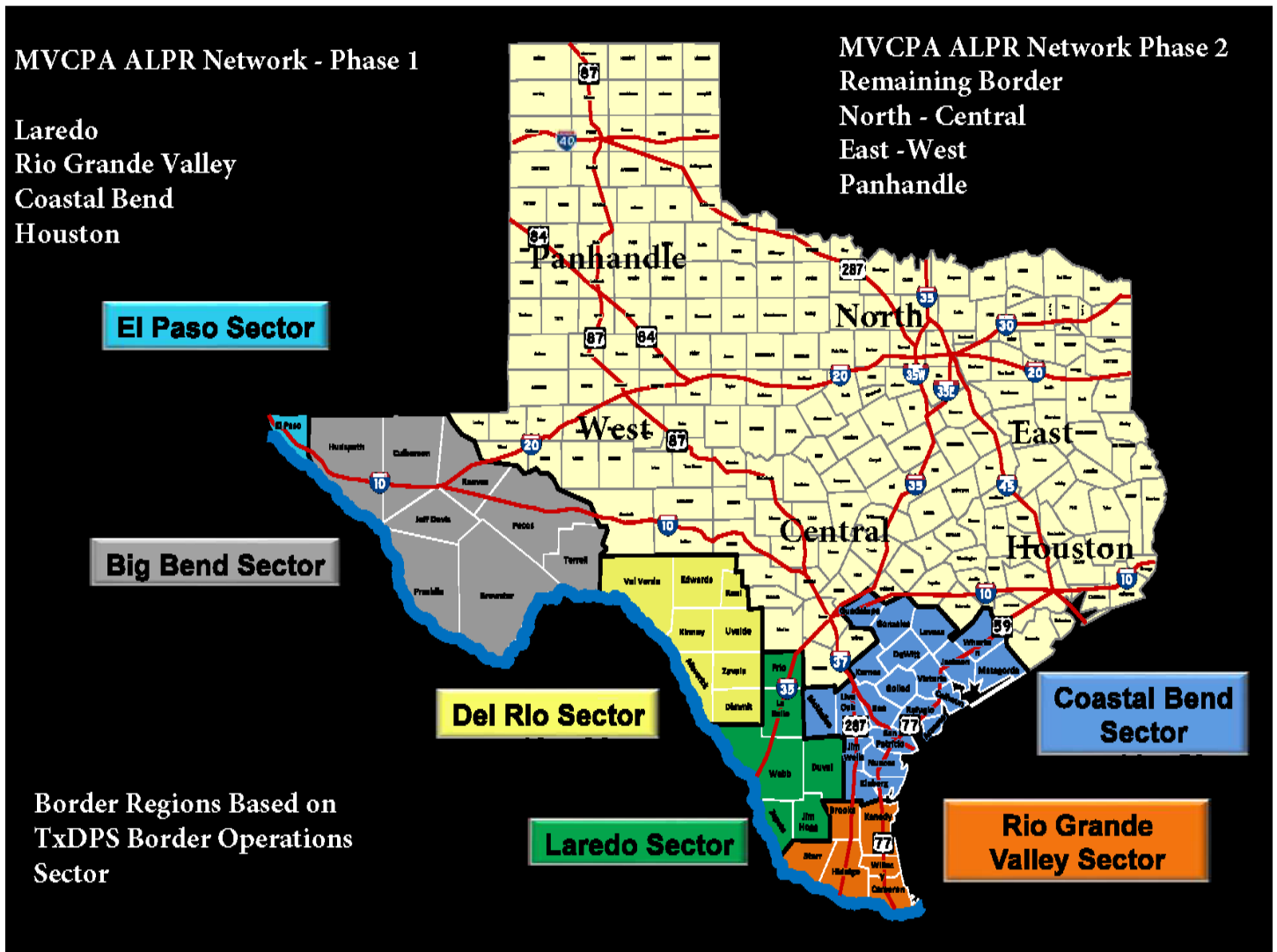
N/A

BACKGROUND AND DISCUSSION

ALPR equipment has become a non-intrusive tool for law enforcement who are investigating the theft of catalytic converters and associated motor vehicle crimes. The equipment captures the license plate number of vehicles operating in public places. The captured data includes time, date, and location of the vehicle and cross checks the license plate number with a stolen vehicle database. ALPR equipment only reads the license plate of a vehicle and cannot be used for facial recognition.

The captured data is stored in a database for a limited and customizable time before it is purged. This allows investigators to search the database with parameters provided by witnesses and victims for a particular area where the theft of catalytic converters has occurred, and vehicles have been stolen.

MVCPA Taskforce reports have identified that Catalytic Converter thieves are known to operate between the border regions of Laredo to the Rio Grande Valley and the Houston vicinity. The image displayed on the next page shows two phases to include Laredo, the Rio Grande Valley, Coastal Bend, and Houston as the priority for a network of ALPR cameras.





To: Motor Vehicle Crime Prevention Authority Board
From: Joe Canady, MVCPA Director
Agenda Item: 13.B
Subject: Bait Vehicles

RECOMMENDATION

Action Item.

Authorize the Director and staff to research the purchase of Bait Vehicles for each taskforce to be used to identify and apprehend suspects involved in the theft of catalytic converters and associated motor vehicle crimes.

PURPOSE AND EXECUTIVE SUMMARY

Enactment of Senate Bill 224 by the Eighty-eighth Legislature, Regular Session, increased appropriations for fiscal year 2024 and 2025 for the purposes of coordinated regulatory and law enforcement activities intended to detect and prevent catalytic converter theft pursuant to Transportation Code, Section 1006.153(e).

FINANCIAL IMPACT

To be determined.

BACKGROUND AND DISCUSSION

Bait vehicles have become a non-intrusive tool for law enforcement to identify, apprehend, and prosecute individuals who commit theft of motor vehicle parts to include catalytic converters and associated motor vehicle crimes. Often these individuals operate in organized groups to target specific vehicles catalytic converters with the highest value of catalytic converter components.



To: Motor Vehicle Crime Prevention Authority Board
From: Joe Canady, MVCPA Director
Agenda Item: 13.C
Subject: New Taskforces

RECOMMENDATION

Action Item.

Authorize the Director and staff to research and identify jurisdictions having a high crime rate for the theft of catalytic converters and develop a Request for Applications (RFA) for grant funding to combat catalytic converter theft.

PURPOSE AND EXECUTIVE SUMMARY

Enactment of Senate Bill 224 by the Eighty-eighth Legislature, Regular Session, increased appropriations for fiscal year 2024 and 2025 for the purposes of coordinated regulatory and law enforcement activities intended to detect and prevent catalytic converter theft pursuant to Transportation Code, Section 1006.153(e).

FINANCIAL IMPACT

To be determined.

BACKGROUND AND DISCUSSION

The value of internal components of catalytic converts has created a criminal market for thieves looking to make an easy dollar. The theft of catalytic converters can cost victims thousands of dollars and the loss of a vehicle until repairs are made. In some cases, victims may not have the resources to have the repairs made and this can become debilitating to families.

The network of MVCPA taskforces may not reach all areas of Texas where a grant program is needed. Criteria for an RFA can be developed to provide funding in jurisdictions that have a need to combat the theft of catalytic converters and associated motor vehicle crimes.



To: Motor Vehicle Crime Prevention Authority Board
From: Joe Canady, MVCPA Director
Agenda Item: 13.D
Subject: Supplemental Awards to Existing Taskforces

RECOMMENDATION

Action Item.

Authorize the Director and staff to identify existing taskforces who have a need for additional funding to address the prevention and theft of catalytic converters.

PURPOSE AND EXECUTIVE SUMMARY

Enactment of Senate Bill 224 by the Eighty-eighth Legislature, Regular Session, increased appropriations for fiscal year 2024 and 2025 for the purposes of coordinated regulatory and law enforcement activities intended to detect and prevent catalytic converter theft pursuant to Transportation Code, Section 1006.153(e).

FINANCIAL IMPACT

To be determined.

BACKGROUND AND DISCUSSION

Existing taskforces have had limited resources needed to address the theft and prevention of catalytic converters. In previous years, TxDMV has not been appropriated increases in appropriations for MVCPA taskforces to address theft from a motor vehicle which includes the theft of catalytic converters. Many taskforces have adapted with the level of funding provided and, in some cases, increased cash match amounts to maintain a level of service needed in their jurisdictions.

Funding provided by Senate Bill 224 provides the opportunity for taskforces to request additional funds for personnel and equipment to address the theft and prevention of catalytic converters without replacing resources that already exist in their jurisdictions.



To: Motor Vehicle Crime Prevention Authority Board
From: Joe Canady, MVCPA Director
Agenda Item: 13.E
Subject: Catalytic Converter Marking Equipment

RECOMMENDATION

Action Item.

Authorize the Director and staff to research equipment to effectively mark catalytic converters to discourage theft of and prevent catalytic converter theft.

PURPOSE AND EXECUTIVE SUMMARY

Enactment of Senate Bill 224 by the Eighty-eighth Legislature, Regular Session, increased appropriations for fiscal year 2024 and 2025 for the purposes of coordinated regulatory and law enforcement activities intended to detect and prevent catalytic converter theft pursuant to Transportation Code, Section 1006.153(e).

FINANCIAL IMPACT

To be determined.

BACKGROUND AND DISCUSSION

Many taskforces have developed programs to etch the vehicle identification number onto a catalytic converter and cover in a bright high temperature to identify the catalytic converter in case of theft.

New technology may be available to reduce the amount of time taskforce personnel spend marking and increase the number of catalytic converters marked. Criminals have reported that they avoid the theft of catalytic converters that contain markings and paint.



To: Motor Vehicle Crime Prevention Authority Board
From: Joe Canady, MVCPA Director
Agenda Item: 14
Subject: Texas Comptroller of Public Accounts Contract Renewal

RECOMMENDATION

Action Item.

Approve the contract amendment between the Texas Comptroller of Public Accounts (CPA) and the Motor Vehicle Crime Prevention Authority for the purpose of collecting the MVCPA fee for fiscal years 2024-2025.

PURPOSE AND EXECUTIVE SUMMARY

The CPA shall collect for the Texas Department of Motor Vehicle (TxDMV) fees assessed against Texas licensed property and casualty insurers writing policies covering motor vehicles pursuant to Texas Transportation Code Chapter 1006, two times per year no later than August 1 for the first six months of the year and no later than March 1 for the second six months of the year.

FINANCIAL IMPACT

For state fiscal years 2024-25 in the amount of \$20,000.00, which is allocated as \$10,000.00 for each state fiscal year. The total not-to-exceed amount of the Contract is increased to \$60,000.00.

BACKGROUND AND DISCUSSION

The CPA collects fees for the Texas Department of Motor Vehicle (TxDMV) fees assessed against Texas licensed property and casualty insurers writing policies covering motor vehicles pursuant to Texas Transportation Code 1006. The CPA shall produce all fee assessment forms and instructions and notify fee payors the fee assessment report is ready in January of each year to those insurers filing a report; CPA shall notify electronic filers of this assessment report by email of an upcoming due date. The CPA shall notify fee payors by email of the upcoming assessment due date in January for the July through December period and in June for the January through June period. The CPA will publish the current versions of the fee assessment forms on the CPA website.

Amendment No. 2
To The Interagency Cooperation Contract
Between The
Motor Vehicle Crime Prevention Authority
By And Through The Texas Department Of Motor Vehicles
And The Texas Comptroller Of Public Accounts

This Amendment No. 2 (“**Amendment**”) to the Interagency Cooperation Contract (“**Contract**”) is entered into by and between the Texas Comptroller of Public Accounts (“**Performing Agency**”) and the Motor Vehicle Crime Prevention Authority, by and through the Texas Department of Motor Vehicles (“**Receiving Agency**”) (each a “**Party**,” and collectively, the “**Parties**”).

I. Recitals

Whereas, the Parties entered into the Contract effective February 10, 2021;

Whereas, the Parties entered into Amendment No. 1 on August 31, 2021 to extend the Contract through August 31, 2023, as permitted by Section IV (Term of Contract); and

Whereas, the Parties wish to extend the Contract for an additional term through August 31, 2025, as permitted by Section IV (Term of Contract).

Therefore, the Parties agree to the following:

II. Amendment

1. **Section II, Contract Payment**, is hereby amended by adding funding for state fiscal years 2024-25 in the amount of **\$20,000.00**, which is allocated as \$10,000.00 for each state fiscal year. The total not-to-exceed amount of the Contract is increased to \$60,000.00.
2. **Section IV, Term of Contract**, is hereby deleted in its entirety and replaced with the following:

IV. TERM OF CONTRACT: Payment under this contract beyond the end of the current fiscal biennium is subject to availability of appropriated funds. If funds are not appropriated, this contract shall be terminated immediately with no liability to either party. This contract begins February 10, 2021 and terminates August 31, 2025 unless otherwise sooner terminated as provided in this contract. The Performing Agency shall have the right, in its sole discretion, to renew this contract for up to one (1) additional, two (2)-year period, upon written notice received from the Receiving Agency at least 30 days before the end of the then-current term that Receiving Agency wishes to renew. Such notice may be by electronic mail.

3. **Attachment B, Estimated Budget**, is hereby amended to replace the Maximum Amount Payable with the following:

MAXIMUM AMOUNT PAYABLE: **\$60,000.00 (\$10,000.00 per Fiscal Year)**

III. Terms and Conditions

1. Except as expressly stated herein, all other terms of the Contract, remain unchanged, are in full force and effect, and are ratified and affirmed by the Parties. By their execution and delivery of this Amendment, neither Party waives nor releases any default under the Contract.
2. In the event of conflict between the Contract and this Amendment, this Amendment controls.
3. This Amendment shall be effective as of September 1, 2023 (“Effective Date”).

IV. Signatories

THE UNDERSIGNED SIGNATORIES represent and warrant that they have full authority to enter this contract on behalf of the respective parties. This contract may be executed in one or more counterparts, each of which is an original, and all of which constitute only one agreement between the parties.

THE RECEIVING AGENCY

Texas Department of Motor Vehicles

By:

AUTHORIZED SIGNATURE

Daniel Avitia, Executive Director

DATE

THE PERFORMING AGENCY

Texas Comptroller of Public Accounts

By:

AUTHORIZED SIGNATURE

Lisa Craven, Deputy Comptroller

DATE



To: Motor Vehicle Crime Prevention Authority Board
From: Joe Canady, MVCPA Director
Agenda Item: 15
Subject: Texas A&M Grant Monitoring and Tracking System

RECOMMENDATION

Action Item.

Authorize a grant award to Texas A&M University (TAMU) in the amount of \$35,000 to maintain, operate and provide support of the Grant Management Tracking System (GMTS).

PURPOSE AND EXECUTIVE SUMMARY

MVCPA operates the Grant Management and Tracking System (hereinafter referred to as GMTS) to meet its statutory obligations to: 1) provide financial support to law enforcement agencies for economic motor vehicle theft and fraud-related motor vehicle crime enforcement teams; 2) collect data to support the required education programs; and 3) meet legislative performance measures and reporting requirements. The objective of this grant from the Motor Vehicle Crime Prevention Authority ("MVCPA") to Texas A&M University ("TAMU") is to continue maintenance, operations and ongoing support of the existing grant management Software as a Service (SaaS) web application.

FINANCIAL IMPACT

For fiscal year 2024 in the amount of \$35,000.00.

BACKGROUND AND DISCUSSION

The MVCPA currently provides grants primarily to law enforcement agencies. Under statute and subject to availability of funds they may also fund local prosecutors, judicial agencies, and neighborhood, community, business, and nonprofit organizations for programs designed to reduce the incidence of economic motor vehicle theft and fraud-related motor vehicle crime. TAMU's development of the GMTS has become a critical part of MVCPA's ability to manage all aspects of the grants. MVCPA can collect expenditure and progress report data and meet legislative reporting requirements. The GMTS has been fully operational and will have completed seven full grant cycles on September 1, 2023. GMTS provides the web-based system for MVCPA-funded grantees to apply, manage grantee information, submit reports, manage inventory, and meet statutory and state grant requirements. It allows the MVCPA to interface with grantees and provides workflow tracking, detailed reports, and summary data reports.



FY24 Motor Vehicle Crime Prevention Authority (MVCPA) Statement of Grant Award and Grantee Acceptance Notice

Grant Number: **608-24-TAMU0002**
 Grantee: **Texas A&M University**
 Program Title: **Grant Management and Tracking System**
 Grant Award Amount: **\$35,000**
 Grant Term: **September 1, 2023 to August 31, 2024**

That whereas, **Texas A&M University** (hereinafter referred to as Grantee), has developed and continues to maintain the **Grant Management and Tracking System (GMTS)** for the Motor Vehicle Crime Prevention Authority, State of Texas, entitled **Maintenance, Operations and Ongoing Support of GMTS**, and further identified by grant number **608-24-TAMU0002**; and

Whereas, the Motor Vehicle Crime Prevention Authority has approved the grant award on **August 23, 2023** as evidenced by this FY24 Statement of Grant Award and certain special requirements from the Motor Vehicle Crime Prevention Authority dated **August 23, 2023**; and

Whereas, the Grantee desires to accept the FY24 grant award and use all funds for purposes and in compliance with the following requirements that are adopted in their entirety by reference:

- Texas Transportation Code, Chapter 1006;
- Texas Administrative Code: Title 43; Part 3; Chapter 57;
- Texas Grant Management Standards (TxGMS) as promulgated by the Texas Comptroller of Public Accounts;
- The Final Adopted Application attached to this Statement of Grant Award; and
- The Approved Grant Budget Summary:

| Approved Grant Budget Summary | | | | |
|---|--|-----------|-----------|-----------|
| | Quarter 1 | Quarter 2 | Quarter 3 | Quarter 4 |
| Maintenance, Operations and Ongoing Support of GMTS <u>set as fixed price with quarterly payment</u> | \$7,500 | \$7,500 | \$7,500 | \$7,500 |
| Develop enhanced or new functionality | Subject to agreed functionality development request provided to TAMU by MVCPA and acceptance of price schedule submitted by TAMU up to \$5,000 | | | |

Now, therefore, the Grantee accepts the FY24 Statement of Grant Award under the conditions above including the special requirements in the grant application and the Statement of Grant Award as evidenced by this agreement, executed by the official authorized to sign the original grant application, or the official's designated successor, as presiding officer of and on behalf of the governing body of this grantee; and

The Motor Vehicle Crime Prevention Authority has awarded the above-referenced grant subject to the availability of state funds. The approved budget is reflected in the above Approved Grant Budget Summary. This grant is subject to and conditioned upon the acceptance of the MVCPA Grant Administrative Guide promulgated for this specific program fund (referenced above) by the Motor Vehicle Crime Prevention Authority. Applicable special conditions are listed below.

Special Conditions and Requirements: N/A

APPROVED AND ACCEPTED BY:

Authorized Official

Printed Name and Title

Date Signed

Texas A&M University
Grant Management and Tracking System (GMTS) Grant Detail
for the Motor Vehicle Crime Prevention Authority

Objective

MVCPA operates the Grant Management and Tracking System (hereinafter referred to as GMTS) to meet its statutory obligations to: 1) provide financial support to law enforcement agencies for economic motor vehicle theft and fraud-related motor vehicle crime enforcement teams; 2) collect data to support the required education programs; and 3) meet legislative performance measures and reporting requirements. The objective of this grant from the Motor Vehicle Crime Prevention Authority ("MVCPA") to Texas A&M University ("TAMU") is to continue maintenance, operations and ongoing support of the existing grant management Software as a Service (SaaS) web application. Additionally, the MVCPA provides up to \$5,000 for deliverable based changes in programming or expansion of functionality that the MVCPA may request during the fiscal year. The grant is provided by MVCPA to TAMU in accordance with Transportation Code §1006.151.

Background

The MVCPA is a governor appointed board established in Transportation Code Chapter 1006. The MVCPA is administratively attached to the Texas Department of Motor Vehicles (TxDMV) and may only be provided personnel and various services by or through the TxDMV. The MVCPA entered into a four-year interagency agreement through the TxDMV in FY2017 to develop and maintain the Grant Management and Tracking Web Application. GMTS was developed to support MVCPA's existing grant making business model provided in Texas Transportation Code §1006.154. TxDMV provide staff to perform the MVCPA powers and duties as the MVCPA Division. The MVCPA may provide grants in its own name.

The MVCPA currently provides grants primarily to law enforcement agencies. Under statute and subject to availability of funds they may also fund local prosecutors, judicial agencies, and neighborhood, community, business, and nonprofit organizations for programs designed to reduce the incidence of economic motor vehicle theft and fraud-related motor vehicle crime. TAMU's development of the GMTS has become a critical part of MVCPA's ability to manage all aspects of the grants. MVCPA can collect expenditure and progress report data and to meet legislative reporting requirements. The GMTS has been fully operational and will have completed seven full grant cycles on September 1, 2023. GMTS provides the web-based system for MVCPA-funded grantees to apply, manage grantee information, submit reports, manage inventory and meet statutory and state grant requirements. It allows the MVCPA to interface with grantees and provides workflow tracking, detailed reports and summary data reports.

Maintenance, Operations and Ongoing Support

These services will include Texas A&M University (TAMU) providing screens and interface systems to view grant application availability, to register a grant applicant agency, to allow for and provide screens and interface for application completion and application submission, to provide interface for scoring and tabulating grants reviews, to provide interface and screens to issue, to record and track grant award and acceptance, to provide interface for input and upload of grant acceptance documents, to allow for user administration with permission, profile maintenance and password changes, to allow input, track and report progress report submission, to provide expenditure report submission, to allow for payment tracking and reporting, to provide ongoing inventory and property management, to provide for annual inventory certification, to provide screens and interface for site visit and to monitor tracking and reporting, to provide compilation or screens to establish grant close-out, to provide for contact database and to allow for report (summary and detail) generation modules and business intelligence dashboards.

Location

TAMU will perform the work associated with this grant at TAMU facilities. The work and/or deliverables will then be deployed on a web portal and made available to MVCPA and grantees. TAMU staff will attend a monthly grantee webinar where input may be provided on operations of the systems unless an email notice is provided to MVCPA. Any specific training conducted by TAMU to MVCPA staff or grantees shall be via webinar.

Roles and Responsibilities

TxDMV, MVCPA Responsibilities

TxDMV staff assigned to the MVCPA will be responsive to TAMU questions, points of clarification and requests for additional information throughout the duration of maintenance, operations and ongoing support of the GMTS Software as a Service (SaaS) web application. MVCPA and staff will provide TAMU with updated Grant Administrative Manual and the Operations Guide including current forms and supporting documents that provide relevant business activities associated with the grant management and tracking.

TAMU Responsibilities

TAMU keeps the GMTS available on-line and operational to the grantees, MVCPA staff and board members.

TAMU will develop and maintain system protection to ensure business continuity processes for MVCPA in the event of a catastrophic occurrence. TAMU will provide a description of the business continuity and disaster recovery plan including backup protections that conforms to State of Texas law.

TAMU will make available a client friendly copy of the database including attachments if requested by TxDMV, MVCPA. The ability to provide a copy of the database including attachments will be tested annually to ensure capability and readability of the data. *(TAMU will ensure the database is ODBC compliant: Verify that the database to be moved is in a clean shutdown state. If the database isn't in a clean shutdown state, a soft recovery can be performed. Ensure all database mappings, type mappings, and the Integrity of the database is correctly intact).*

Detailed Description of Requirements

| Deliverable | Description |
|--|--|
| On-going Maintenance and support (includes help desk for MVCPA staff) | Provide for Web Application support and on-going use, patches and timely resolution of Web Application issues. |
| Cloud/Server based hosting services | TAMU will provide/ host the application in a secure environment. This would include providing all updates, patches and security features and meet disaster recovery and business continuity provisions of state law. |
| Training | Web Application administration role and train the trainer in use of the Web Application. |
| Administrative Manual | Manual providing operational instruction in the use of the Web Application. |
| Add or Change Functionality Deliverables | Subject to MVCPA Director approve up to \$5,000 or MVCPA board greater than \$5,000. |

Training

The TAMU will provide training to MVCPA and grantee members (participants to be determined by TxDMV, MVCPA) at no cost to TxDMV.

TAMU will be invited and encouraged to attend monthly meetings with grantees to discuss Grant Management and Tracking System issues.

Cost/Price, Agreement Type and Funding Years/Restrictions

This is a fixed price grant agreement in the amount of \$30,000.00 from September 1, 2023 through August 31, 2024. The MVCPA will pay \$7,500 each quarter after confirming that the deliverables are met.

The deliverables and payment schedule are:

Each quarter the Grant Management and Tracking System (GMTS) is operational and being maintained. It is fully available on-line and regularly used by MVCPA staff and grantees. Reports are generated on-line with limited ad hoc reports provided. Data entry screens are available to MVCPA and grantees. The program staff at Texas A&M routinely and promptly respond to questions, needed fixes, and requests for assistance.

An additional \$5,000 is available to add or change functionality of the current GMTS. The process to add or change functionality will be provided by the MVCPA staff. TAMU staff will provide a price for the added or changed functionality with a payment and deliverable schedule. If the requested added or changed functionality is estimated to be \$5,000 or less then the MVCPA Director will provide an Amended Statement of Grant Award that adds the new payment and deliverable schedule.

If the requested added or changed functionality is estimated to be more than \$5,000, then TAMU will provide the full estimate. Only the MVCPA board may provide additional funds to the program. If approved an amended Statement of Grant Award may be provided after consideration by the MVCPA.

Invoices

Voucher payment requests shall be sent to MVCPA for approval and submission to TxDMV Payment Processing. Invoices must clearly show: the grant number, itemized services delivered, date range for services. Payment requests should be emailed to grantsMVCPA@txdmv.gov (preferred) or mailed to the address below:

Texas Department of Motor Vehicles

Attention: MVCPA

4000 Jackson Avenue

Austin, Texas 78731

Research on Motor Vehicle Burglary and Theft Trends, Impacts or Initiatives - PPRI is primarily a data and research organization within Texas A&M University. MVCPA may request research work be performed to include the use of data provided by these grants stored in the GMTS along with other data available from grantees or other law enforcement agencies, to analyze or measure impact of the MVCPA program and related systems. The MVCPA Director will provide a written request describing the research and soliciting additional work. TAMU will provide written prices and deliverable schedule. The MVCPA board may consider the additional work and provide an amended Statement of Grant Award to include the additional work if approved.

Electronic and Information Resources Accessibility Standards- All efforts will be made to ensure that the products operated under this Grant are accessible to TxDMV, MVCPA. TxDMV, MVCPA and TAMU will avoid complex graphics and material that undermine accessibility of the information contained in the GMTS.

No Conflict of Interest

TAMU represents that it has no actual conflicts of interest in providing the requested items to TxDMV, MVCPA under this grant, and that TAMU's provision of the requested deliverables would not reasonably create an appearance of impropriety.

Business Continuity and Disaster Recovery

TAMU hereby represents that testing of network hardware or software procured or leased under this Grant is performed in compliance with all applicable laws, rules, and policies of Texas A&M University and the State of Texas.