

**Board of Towing and Recovery Operators  
Administrative Affairs Committee  
Meeting Minutes  
April 13, 2011, 10:00 am  
Fairfax County South County Center  
8350 Richmond Highway, Room 221  
Alexandria, Virginia 22309**

**Members Present**

Woody Herring – Chairman	Lynwood Butner – Designee for the Commissioner of the Department of Motor Vehicles
Mark Sawyers	Andres Alvarez - Designee for the Commissioner of the Virginia Department of Agriculture and Consumer Services
Roy Boswell	
Adan Rangel	
Richard Metz	

**Staff Present:**

Marc Copeland  
Barbara Drudge  
Kara Corso

**Call to Order:**

The meeting was called to order at 10:00 am.

**Public Comments:**

There were no public comments before the Committee.

**Acceptance of Meeting Minutes:**

Mr. Alvarez made a motion to accept the draft minutes from the March 29, 2011 meeting as presented. Mr. Butner seconded the motion and it passed unanimously.

**Discussion of Counteroffer received from Virginia Interactive regarding its proposal to improve and enhance licensing capabilities including online credentialing and IVR phone processing:**

Mr. Metz made a motion to accept the counteroffer made by Virginia Interactive requiring an up front payment of \$75,000 and a three percent per transaction fee. Mr. Butner seconded the motion and it passed unanimously.

**Additional Public Comments:**

There were no additional public comments before the Committee.

**Next Meeting:**

No meeting was scheduled.

**Adjournment:**

Mr. Sawyers made a motion to adjourn and all were in favor. The meeting adjourned at 10:08 am.