

**Communications and Consumer Affairs Committee
January 15, 2008**

Final Minutes

The Communications and Consumer Affairs Committee meeting held on January 15, 2008, in room 133 at 10:00 a.m. at the Department of Motor Vehicles Headquarters, 2300 West Broad Street, Richmond, Virginia.

Call to order

Meeting was called to order at 10:03 a.m.

Committee members:

Cary Coleman
Mark Sawyers
Randy Seibert

Committee members absent:

Vinay Patel
Andy Alvarez

Staff present:

Benjamin Foster, Executive Director
Daphane Phillips, Administrative Assistant

Others present:

Sarah Hines and Lisa Akins
Touch Points Public Relations Firm.

Phone conference

Joel Rubin APR Rubin
Rubin Communications Group,
4542 Bonney Road, Suite B
Virginia Beach, VA. 23462.

Jim Wright
Regional Director, East Coast.
Pulsar Advertising
830 East Main Street, Suite 2310
Richmond, VA 23219

Minutes from the last meeting

Chairman Coleman asked the members if they reviewed the minutes from January 15, meeting. Mr. Seibert asked that Gary Teter name be deleted from the last meeting; he is not a member of this committee. Mr. Coleman called for a motion to approve the minutes with the necessary correction, deleting Mr. Teter from December minutes. A motions made by Mr. Seibert seconded Mr. Sawyers, and the minutes was adopted unanimously.

Executive Director Report:

Mr. Foster stated that this is a communication committee meeting and the proposed regulations will not be discussed in this meeting.

Mr. Foster was asked to come up with ways to get the word out to the towers that had not responded to the previous mailing. He stated that the board has sent out fifteen-hundred news letters, and contact cards. The boards email address is listed on both mailing so that towers can respond electronically. The State Police and Sheriff Departments were given contact cards to pass out in their jurisdictions. There were a total of three-thousands cards mailed out and only seven hundred and thirty has returned to the board. Chairman Hodge asks that the committee find a way to reach the towers that have not responded.

Mr. Foster had a conversation with Lieutenant Curtis Hardison in regards to getting the word out. He suggested that the Mr. Foster reach out to all the inspection stations in the state. Lieutenant Hardison forward a list of over five –thousands inspection station, and the board will come up with a flyer or mailing that the stations can pass out to the towers.

Mr. Foster asked that the committee come up with a logo that can be placed on the items that the board will be sending out.

Next Meeting:

The next meeting will be held on March 4, 2008, the location will be posted on town hall.

Adjournment:

There being on further business, Chairman Coleman called for a motion to adjourn the meeting. Mr. Seibert made the motion, Mr. Sawyers seconded; all were in favor, the meeting adjourned at 11:50 a.m.