



## Exempt Action Final Regulation Agency Background Document

<b>Agency name</b>	Board of Towing and Recovery Operators
<b>Virginia Administrative Code (VAC) citation</b>	24VAC27-11
<b>Regulation title</b>	Public Participation Guidelines
<b>Action title</b>	Adoption of the Model Public Participation Guidelines
<b>Final agency action date</b>	18 September 2008
<b>Document preparation date</b>	24 October 2008

When a regulatory action is exempt from executive branch review pursuant to § 2.2-4002 or § 2.2-4006 of the Virginia Administrative Process Act (APA), the agency is encouraged to provide information to the public on the Regulatory Town Hall using this form.

Note: While posting this form on the Town Hall is optional, the agency must comply with requirements of the Virginia Register Act, the *Virginia Register Form, Style, and Procedure Manual*, and Executive Orders 36 (06) and 58 (99).

### Summary

*Please provide a brief summary of all regulatory changes, including the rationale behind such changes. Alert the reader to all substantive matters or changes. If applicable, generally describe the existing regulation.*

Public participation guidelines exist to promote public involvement in the development, amendment, or repeal of an agency's regulations. Under §2.2-4007.02 of the Code of Virginia, every rulemaking body in Virginia is required to adopt public participation guidelines and to use these guidelines in the development of its regulations. Chapter 321 of the 2008 Acts of Assembly (effective July 1, 2008) mandates that by December 1, 2008, agencies either adopt model public participation guidelines issued by the Department of Planning and Budget or if they need to make significant changes to the model guidelines, promulgate new public participation guidelines as fast-track regulations.

The amendments repeal the current public participation guidelines and promulgate the model public participation guidelines. Highlights of the model public participation guidelines include the addition of negotiated rulemaking panels and regulatory advisory panels and instructions for notification lists.

### Statement of final agency action

*Please provide a statement of the final action taken by the agency including (1) the date the action was taken, (2) the name of the agency taking the action, and (3) the title of the regulation.*

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The Board of Towing and Recovery Operators voted to repeal its current *Public Participation Guidelines* and to adopt the model *Public Participation Guidelines* on September 18, 2008, and authorized the Executive Director to take the appropriate actions necessary to comply.

### Family impact

*Assess the impact of this regulatory action on the institution of the family and family stability.*

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These regulations have no assessable impact on the family and family stability.