

# **Virginia Board of Towing and Recovery Operators (BTRO)**

August 14, 2007 - 9:30 AM

Science Museum of Virginia  
2500 West Broad Street, Richmond, Virginia 23220

## ***Draft Minutes***

A regular meeting of the Virginia Board of Towing and Recovery Operators was held on August 14, 2007 at the Science Museum of Virginia, 2500 West Broad Street, Richmond, Virginia.

### **Board Members present:**

Ray Hodge

Woody Herring

Charlie Brown

Cary Coleman

Roy Boswell

Ray Drumheller

Mark Sawyers

Randy Seibert

Gary Teter

Andy Alvarez (Designee of the Commissioner of Agriculture and Consumer Services)

Curtis Hardison (Designee of the Superintendent of the Virginia State Police)

Jo Anne Maxwell (Designee of the Commissioner of the Department of Motor Vehicles)

### **Board Members absent:**

Vinay Patel

Ron Miner

### **Staff present:**

Benjamin Foster, Board Executive Director

Daphane Phillips, Administrative Assistant

Jeffrey A. Spencer, Esq., Senior Assistant Attorney General

John Beall, Jr. Esq., Senior Assistant Attorney General

### **Called to order**

Chairman Ray Hodge called the meeting to order at 9:35 a.m.

### **Public comment**

Gayle Ked with Phoenix Recovery Foundation states that Repossession has guidelines that are different from Towers. When the Board lumps them in with towing Regulations, this will cause a conflict with the other guidelines that they have to abide by.

Richard Bruce with Richard's Wrecker Service wants to know if the certification test will be the same for the City and County towers.

Mark Summs with Summs Skip and Collection Services added that the new laws will put a lot of stipulation on the way that repossession hires. His Insurance Company handles all of the hiring for his company. When the regulations are in place, this will change the way the business operated.

Chairman Hodge closed the public comment session at 9:58 a.m.

### **Acceptance of July meeting minutes:**

Chairman Hodge asked the members if they reviewed the minutes from the July 10, 2007 meeting. Seeing no questions, Chairman Hodge called for a motion to approve. Motions were made by Ray Drumheller and second by Randy Seibert. The minutes were adopted unanimously.

### **Chairman Report:**

Mr. Hodge reports on the importance of the job that the board is undertaking thus far. He stated that July 1, 2008 deadline is fast approaching and Criminal Background Checks, Driver Authorizations and Electronic Finger Printing need to be completed before the deadline. Mr. Hodge is assured that the Towing Regulations will be a great improvement to the Industrial and everyone in the Commonwealth.

Mr. Hodge stated at the last class A & B Regulations meeting, the Education Requirements was deleted from the documents for drivers and operators. He strongly recommends that the members consider putting this section back in the regulations.

### **Executive Director's Report:**

(A) General Overview – Mr. Foster gave a brief overview about the website and how to access Town Hall for all the Board's information.

(B) Office Space –The board will tour the office space at the Bank of America Building after the meeting. The lease has been signed and mailed to the Landlord. Mr. Foster is in touch with Ms.

Zeta Wade for the office supplies and equipment. The Board speculates moving in by late September or early October.

(C) Budget – Mr. Foster presented a two year Draft of the Budget for the Board to review at the last meeting. The Draft will remain the same until Mr. Foster meet with the Department of Planning and Budget and DMV’s Budget staff. A presentation will be ready for the next full Board meeting.

(D) Contact Card Information – The board has sent out 2200 contact cards to the Towing Company and Police and Sheriff Departments in the Commonwealth. The Boards has received 370 cards back thus far.

### **Committee Reports:**

#### **Licensing and Regulatory Affairs Committee**

Mr. Brown reported that in his absent, Mr. Ron Miner presented the Board with the second half of the Proposed Regulations. There are several areas of concerns that the Committee will discuss at their meeting on August 30. Mr. Brown will have the Propose Regulation ready by the next full Board meeting in September.

The Chairman asked for comments from members on Mr. Brown’s report. Seeing none, He asked for the next report.

#### **Administrative Affairs Committee**

Chairman Herring gave an overview of the last meeting. The committee discussion was about Regulations being completed by July 1, 2008. Mr. Herring asked if for some odd reason the Regulations are not completed, they will ask for an extension. Mr. Hodge added that the Regulations will be in place with out fail by the deadline.

The Chairman asked for comments from members on Chairman Herring’s report. Seeing none, He asked for the next report.

#### **By- Laws and Policy Committee**

### **Old business:**

Chairman Seibert reports that the Committee had adopted the guideline on Criminal History review and how it will affect Driver Authorizations. He will summit this to the full Board and the Regulatory Committee for their approval.

The Chairman asked for comments from members on Chairman Seibert’s report. Seeing none, He asked for the next report.

### **Communications and Consumer Affairs Committee:**

Mr. Coleman reported on the cost of utilizing the phone company to send out information in regards to the contact cards. The Board has mailed out 1500 contact cards but only received very little response from Towers.

The Chairman asked for comments from members on Mr. Coleman report. Seeing none, the Chair called for next report.

### **Second Signature Ad Hoc Committee**

Mr. Sawyers has presented the definition on towing to the Regulatory Committee and it will be voted on at the next Committee Meeting.

Mr. Miner will submit his documentations from the different localities on second signature at the Committee meeting.

The Chairman asked for comments from members on Chairman Sawyer's report. Seeing none, the Chair called for new business.

### **New Business**

Mr. Seibert introduces Doug Blenman Jr. of Biometrics in regard to Electronic Finger Printing. Mr. Blenman explained to the Board ways of cutting down misprints when scanning a driver finger prints.

### **Old Business**

None

### **Next Meeting**

The next meeting will be held at DMV on September 26 in room 702.

### **Adjourned**

The meeting was adjourned at 11:35.am.