

Virginia Board for Towing and Recovery Operators (BTRO)
December 16, 2008 – 1:30 PM
Department of Motor Vehicles Headquarters
Room 119
2300 West Broad Street
Richmond, Virginia 23220

Draft Minutes

Members Present:

Ray Drumheller – Chair
Mark Sawyers – Vice-Chair
Cary Coleman
Woody Herring
Ray Hodge
Roy Boswell
Randy Seibert
Charlie Brown
Ron Miner
Archie Orr
Scott Wyatt
Andres Alvarez (Designee of the Commissioner of Agriculture and Consumer Services)
Lieutenant Curtis Hardison (Designee of the Virginia State Police)
Brock H. Cole (Designee of the Commissioner of Department of Motor Vehicles)

Members Absent:

Gary Teter

Staff Present:

J. Marc Copeland – Acting Executive Director
Daphane Phillips – Administrative Assistance
Jeff Spencer, Esq., Senior Assistant Attorney General
Rachel Swyers. – Executive Interim

Called to order:

Chairman Ray Drumheller called the meeting to order at 1:34 pm.

Public Comments:

Ralph from Springfield, Virginia was worried that his towing operator's license would not be received before January 1, 2009, and also wanted to know if the acknowledgement letter was considered a legal substitute for a license/credential. Executive Director Marc Copeland responded that this concern would be addressed during the meeting. Floyd Mayes then thanked the Board for renewing his interest in the towing industry.

Chairman's Report

Mr. Drumheller introduced his wife to the Board and audience, and thanked everyone for coming. He discussed an article in Tow time magazine with information about the Board.

Executive Director's Report

Mr. Copeland said that BTRO was further along than it was originally thought they would be in August. He announced that the first batch of licenses and acknowledgement letters would be printed on December 22, 2008. Mr. Copeland stated that those who had turned in their applications before December 1, 2008 would have their licenses processed before January 1, 2009, and that law enforcement was aware of the delay in processing and of the acknowledgement letter.

Introduction by Sue Brassall, VATRO and presentation by Laurie McNaughton

Sue Brassall of VATRO introduced Laurie McNaughton who gave a presentation on credit cards, including the most affordable options for buying credit card machines.

Discussions/Other Board Actions

Mr. Copeland discussed the altered Memorandum of Understanding between BTRO and Department of Health Professions (DHP). A discussion between DHP and BTRO occurred over various misunderstandings in the licensing process, with Mark Monson representing DHP. Mark Monson promised that the applications that were complete in DHP's system would be printed on December 22, 2008. There were discussions about COM data, the company that handles Temporary Trip Permits for BTRO. It was determined that as there was not enough time to find another company to handle Temporary Trip Permits, COM data would have to be the one BTRO uses.

Committee Report

A. Administrative Affairs Committee - Hiring of a new Executive:

Mr. Herring reported that nine candidates applied for the Director's position and out of the nine only one candidate showed up for the interview.

On the recommendations of Mr. Herring and this committee, the job was offer to Acting Director J. Marc Copeland; all were in favor of the recommendation.

Mr. Seibert called for a motion to go in to Executives Session to discuss Mr. Copeland salary, the motion was second by Mr. Brown, and all were in favor of this motion. Mr. Brown asked if staff would remain in the close session, all were in favor.

Executive Session:

Mr. Seibert moved that BTRO convene a closed session to discuss consideration the following matters, for the specified purpose, pursuant to the applicable exemption from open meeting requirements under the Virginia Freedom Information Act:

1. To discuss consideration, or interview of the prospective candidate for employment and assignment of the Executive Director, Marc Copeland to determine the appropriate compensation level, pursuant to the exception granted in Virginia Code § 2.2-3711(A)(1).

The Board went into Executives Session @ 4:15pm.

The Board reconvened @ 4:32pm.

Mr. Seibert stated that only matters exempt under Virginia code section§ 2.2-3711 –A(1), relating to selection of the consideration, or interview of the prospective candidate for employment and assignment of Mr. Copeland, acceptance thereof, were discussed or consider in the close meeting.

Roll call by the Board to accept the above statement:

Ray Hodge – Yes

Ray Drumheller - Yes

Cary Coleman - Yes

Mark Sawyers -Yes

Woody Herring- Yes

Roy Boswell - Yes

Randy Seibert- Yes

Archie Orr - Yes
Scott Wyatt- Yes
Brock Cole -Yes
Andy Alveraz –Yes
Lt. Curtis Hardison- Yes

Additional Public Comments, at the discretion of the Chairman:

Mr. Drumheller states that it has been a pleasure serving as the Chairman of the Board.

Mr. Miner asked if Mr. Copeland would compose a letter to send out to all jurisdictions that assist with the matters of this Board.

Adjournment:

Chairman Drumheller called for a motion to adjourn. Mr. Coleman made the motion, which was seconded by Mr. Herring; the adjournment passed unanimously. The Board adjourned at 4:39 p.m.