

By-Laws Committee

Final Minutes

Department of Motor Vehicles
2300 West Broad Street
May 29, 2007
9:30 a.m.

Committee Members Present:

Randy Seibert – Chairman
Roy Boswell – Vice Chair
Ron Miner
Gary Teter

Committee Members Absent:

Vinay Patel
Lt. Hardison

Staff Present:

Benjamin Foster, Executive Director
Daphane Phillips, Administrative Assistant

Call to order

The meeting was called to order at 9:41 a.m. by **Chairman Seibert**.

Approval of Minutes:

Chairman Seibert asked Committee Members to review the minutes from May 8, 2007 meeting. There being no questions or amendments, the minutes from previous meeting were adopted unanimously.

Public comments:

Chairman Seibert asked whether any members of the public cared to address the Committee. There being none Chairman Seibert proceeded to the next order of business.

Fingerprinting:

Chairman Seibert asked **Executive Director Foster** to inform the Committee of the letter that was sent to the Virginia State Police regarding the acquisition of an agency identifier number. Mr. Foster stated that a letter was sent to **Captain Thomas Turner**, Division Commander of the Virginia State Police requesting that the State Police handle this matter on behalf of the Board.

New Business:

None

Old Business:

The Committee discussed barrier crimes, fingerprinting and the appeals process for applicant.

Barrier Crimes: The Committee discussed whether licensure could and should be denied based on the severity of the crimes.

Fingerprinting: The Committee discussed other method of handling the volume of fingerprinting cards that will be coming to the Board. **Mr. Miner** stated that he will contact Johnson Controls, a company that does electronic fingerprinting. He will have additional information on this company and its services by the next meeting.

Appeal Process: **Executive Director Foster** informed that Committee that disciplinary and appeal processed would be governed by the Administrative Process Act. He suggested that the members review the document on this subject which they have previously been provided. The Committee briefly discussed the number of Board members would sit on hearings and special conferences.

Adjourn:

Meeting adjourned at 10:50.

Minutes approved:

Date

Randy Seibert, Chair

