



Oregon

Tina Kotek, Governor

State Board of Towing
DMV HQ - 1905 Lana Ave, NE
Salem, OR 97314

Email Address: info@towboard.oregon.gov
Web Site: www.oregon.gov/sbot

OREGON STATE BOARD OF TOWING
Board Check In
June 12, 2025
1:00 p.m. – 3:30 p.m.

Location:

In person attendance limited to Board members and invited partners.

Join from Web Browser: <https://www.microsoft.com/en-us/microsoft-teams/join-a-meeting>

Meeting ID: **264 103 265 524 5**

Passcode: **k4Tc7Po6**

Dial in by phone

+1 971-277-1965,,62579408# United States, Portland

Phone conference ID: **625 794 08#**

AGENDA ITEM	PRESENTER	Time Est.
1. Call Meeting to Order	Chair	2:00 p.m.
2. Welcome & Introductions <i>(Board Member, Staff, Partners)</i>	All	
3. Approve Agenda	Board	
4. Approve Minutes and Meeting Notes - Tabled		
5. Board Administrator Report	McCullough	
a. Fiscal Reports		
b. Annual Report		
c. Board member positions and elections		
d. Strategic Plan Update		
e. Delegation of Final Order authority		
6. Compliance Report	McCullough	
7. Legislative Update	Chair	
<i>Public comment related to reports and updates</i>		
8. Public Work Session – Best practices, proposed public policy & proposed administrative rule discussion		
a. Signage		
b. Rates and Fees		
c. Signed Authorization		
d. Tow Business Certificate registration requirement: ORS 822.200 Lessor/Lessee		

Mission Statement: The Oregon State Board of Towing is responsible for protection of the safety and well-being of the public through the regulation of the towing industry by administering and enforcing the laws and rules of the State of Oregon, setting professional standards and expectations of the towing industry, and ensuring fairness and continuity of towing services provided by Oregon's towing industry.

e. Truck and equipment safety.		
Public comment related to work session topics		
9. Complaint Review	Board	
<p>The Board may enter Executive Session to discuss certain matters on the agenda pursuant to ORS 192.660 during the Board Meeting. The nature of and authority for holding the Executive Session will be announced by the Board Chair prior to entering Executive Session.</p> <p><i>Courtesy reminder:</i></p> <ul style="list-style-type: none"> The Board discusses complaints in public session for transparency and to educate the public and towing industry on expectations of resolution of complaints and disciplinary actions. The Board will not name complainants or respondents during board discussions. <p><i>Discussion during the complaint review is limited to Board members only.</i></p> <ul style="list-style-type: none"> The Board does not take public testimony, questions or comments from the public, towing industry, or respondents during complaint review. The Board may enter Executive Session to discuss certain matters on the agenda pursuant to ORS 192.660 during the Board Meeting. The nature of and authority for holding the Executive Session will be announced by the Board Chair prior to entering Executive Session. 		
10. Board Elections	Board	3:00 p.m.
11. Updates/Next Steps/Work Assignments	Board	
OTTA Quarterly Meeting - June 14		
Next Board Meetings: July 8, August 12		
Public Comment (time permitting) - General comments to the Board		
12. Adjourn Board Meeting		3:30*

*Or upon completion of Board business.



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NOTICE OF PUBLIC WORK SESSION

OREGON STATE BOARD OF TOWING

Space is limited – RSVP required

Date & Time:

June 12, 2025

1:00 – 3:30 p.m.

MEETING LOCATION:

OSP Offices

Milwaukie/Portland

Board Members:

Chuck Riley (Chair)

Trent Hanson (Vice Chair)

Kevin Baker

Bruce Anderson

Chris Coughlin

Lt. Jason Lindland

Gary McClellan

Jason Shaner

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CONTACT:

Torey McCullough, Oregon State Board of Towing

info@towboard.oregon.gov

TIMES AND ORDER:

The Public Board Meeting will commence at 1:00 p.m. on June 12, 2025 and end at approximately 3:30 p.m., or upon completion of board member training.

Refer to the Board Meeting Agenda for topics.

ACCESSIBILITY: Any interested person may attend the public meeting. The Board meeting will be accessible to persons with disabilities. *Please Contact Oregon Relay at 1-800-735-2900 for TTY Services.*

Meeting Space is limited – in-person attendance is limited to invitation only for this meeting.

COPIES: Copies of the board meeting materials will be available on the Board’s website (www.oregon.gov/sbot) by 3:00 p.m. on Wednesday, June 11, 2025.

EXECUTIVE SESSION: The Board may enter Executive Session to discuss certain matters on the agenda pursuant to ORS 192.660 during the Board Meeting. The nature of and authority for holding the Executive Session will be announced by the Board Chair prior to entering Executive Session.

PUBLIC COMMENT: Members of the public are invited and encouraged to attend all public Board meetings.

The Agenda provides for a forum for public comments at the beginning and end of the Public Meeting.

Written statements or correspondence received by the Board **by 1:00 p.m. on June 11, 2025**, will be presented to the Board during the public comment session for review.

AGENDA ITEMS: Requests for an item to be considered for placement on the Board Agenda must be submitted, in writing, and received in the board office no later than 3:00 p.m. on Friday, **May 30, 2025**. *Submission of an Agenda topic does not guarantee inclusion on the meeting agenda.*

Agenda request, written statements, correspondence, or requests for meeting materials may be submitted by email, mailed, or delivered to the addresses above.

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