

### **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 (Board Member, Staff, Partners)	All		
3.	Approve Agenda	Board		
4.	Approve Minutes and Meeting Notes - Tabled			
<b>5.</b>	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		
Public comment related to reports and updates				
8.	Public Work Session - Best practices, proposed public			
	policy & proposed administrative rule discussion			
	a. Signage			
	b. Rates and Fees			
	c. Signed Authorization			
	<b>d.</b> Tow Business Certificate registration requirement: ORS 822.200 Lessor/Lessee			

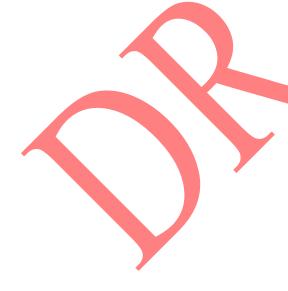
June 12, 2025

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e. Truck and equipment safety.				
Public comment related to work session topics				
9. Complaint Review	Board			
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.				
<ul> <li>Courtesy reminder:</li> <li>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.</li> <li>The Board will not name complainants or respondents during board discussions.</li> </ul>				
<ul> <li>Discussion during the complaint review is limited to Board members only.</li> <li>The Board does not take public testimony, questions or comments from the public, towing industry, or respondents during complaint review.</li> </ul>				
<ul> <li>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.</li> </ul>				
10. Board Elections	Board	3:00 p.m.		
11. Updates/Next Steps/Work Assignments	Board			
OTTA Quarterly Meeting - June 14				

3:30\*

\*Or upon completion of Board business.

Adjourn Board Meeting



Next Board Meetings: July 8, August 12

Public Comment (time permitting) - General comments to the Board



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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:** C

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.