



Oregon

Tina Kotek, Governor

State Board of Towing

1905 Lana Ave, NE

Salem, OR 97314

Phone: (503) 871-5481

Email Address: info@towboard.oregon.gov

Web Site: www.oregon.gov/sbot

OREGON STATE BOARD OF TOWING PUBLIC BOARD MEETING NOTICE

Date & Time:

November 14, 2023

9:00 a.m. - 11:00 a.m.

MEETING LOCATION:

DMV Headquarters
1905 Lana Ave., NE
Conference Room 122
Salem, OR 97314

Board Members:

Chuck Riley (Chair)
Trent Hanson (Vice Chair)
Bruce Anderson
Kevin Baker
Chris Coughlin
Lt. Jason Lindland
Gary McClellan
Jason Shaner

Microsoft Teams meeting

Join on your computer, mobile app or room device

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

Meeting ID: 297 455 995 293

Passcode: ZRPzh3

Or call in (audio only)

+1 971-277-1965,,681335580# United States, Portland

Phone Conference ID: 681 335 580#

[Find a local number](#) | [Reset PIN](#)

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ATTENDANCE: All persons are welcome to attend the Board Meeting.

Due to room seating limitations, please RSVP in-person attendance to info@towboard.oregon.gov by November 9, 2023 for adequate seating.

CONTACT:

Torey McCullough, State Board of Towing
torey.mccullough@towboard.oregon.gov

TIMES AND ORDER:

The Public Board Meeting will commence at 9:00 a.m. on November 14, 2023 and end at approximately 11:00 a.m., or upon completion of agenda items.

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.*

COPIES: Please submit a written request to Torey McCullough at the address above to request copies of agenda items or materials discussed in the Board meeting.

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.

There are opportunities for public comments during the Board Meeting.

Written comments or correspondence submitted by 5:00 p.m. on November 13, 2023, will be presented to the Board during the first public comment session for review.

Comments and correspondence submitted to the Board become part of the public meeting record.

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 November 9, 2023.

SUBMIT WRITTEN REQUESTS TO: info@towboard.oregon.gov



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**OREGON STATE BOARD OF TOWING
 Board Meeting Agenda
 November 14, 2023**

AGENDA ITEM	PRESENTER	TIME
1. Call Meeting to Order	Chair	9:00
2. Welcome & Introductions <i>(Board Member, Staff, and the Public)</i>	All	9:05
3. Approve Agenda	Board	
<i>Board Vote*: ___ Anderson ___ Baker ___ Coughlin ___ Lindland ___ McClellan ___ Shaner ___ Hanson ___ Riley</i>		
4. Approve Minutes of September 19, 2023 Board Meeting	Board	
<i>Board Vote*: ___ Anderson ___ Baker ___ Coughlin ___ Lindland ___ McClellan ___ Shaner ___ Hanson ___ Riley</i>		
5. Approve Minutes of October 25, 2023 Board Meeting	Board	
<i>Board Vote*: ___ Anderson ___ Baker ___ Coughlin ___ Lindland ___ McClellan ___ Shaner ___ Hanson ___ Riley</i>		
6. Reports		9:10
a. Administrator Report – <i>report on administrative and financial status of the Board</i>	McCullough	
b. Rules Hearing and Adopted Administrative Rules	McCullough	
c. Financial Report	McCausland	
d. Compliance Report - <i>report on Compliance activities</i>	McCullough	
e. Other Board Updates and Reports		
Status of Position 7 Appointment	McCullough	
Email Addresses on Tow Certificate Applications	McCullough	
7. Public Comments and Correspondence	Public	9:30
8. Board Business/Work Session	All	9:40
a. Website Content		
b. Board Seal		
c. Trainings		
d. Planning, Goal Setting and Next Steps		
• Check In and Feedback		
• Partners		
• Road map and direction		
9. New Business		11:40
10. Public Comments <i>(Comments related to work session items, 3-5 minutes time limit)</i>	Public	

11. Executive Session - if Needed		
12. Board vote on Action Items - if Needed		
13. Next Steps	Board	11:50
a. Review Work Assignments and Direction to Staff		
b. Check In/Feedback/Road Map		
c. Announcements		
d. Next Board Meeting		
14. Public Comments (Comments related to board meeting topics, new business, announcements, etc. - 3-5 minutes time limit)		
15. Adjourn Board Meeting	Chair	12:00
Board Vote*: _____ Anderson _____ Baker _____ Coughlin _____ Lindland _____ McClellan _____ Shaner _____ Hanson _____ Riley		

*Board vote may be by consensus or roll call vote.

If roll call vote, the November tower rotation will be:

- Anderson and McClellan
- Baker and Shaner