



# Oregon

Tina Kotek, Governor

**State Board of Towing**

1905 Lana Ave, NE

Salem, OR 97314

Email Address: [info@towboard.oregon.gov](mailto:info@towboard.oregon.gov)

Web Site: [www.oregon.gov/sbot](http://www.oregon.gov/sbot)

**PUBLIC MEETING NOTICE**  
**OREGON STATE BOARD OF TOWING**  
Space is limited – RSVP required

**Date & Time:**  
**April 8, 2025**  
**1:00 – 3:30 p.m.**

**MEETING LOCATION:**  
KROC Community Center  
1865 Bill Frey Dr., NE  
Salem, OR 97301

**Board Members:**

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

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**Join from a Web Browser:**

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

**Meeting ID: 251 141 298 455**

**Passcode: oE9WF9Qy**

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**Dial in by phone**

**[+1 971-277-1965](tel:+19712771965), [631802548](tel:+1631802548)# United States, Portland**

**Direct Phone: (971) 277-1965**

**Phone conference ID: 631 802 548#**

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**CONTACT:** Torey McCullough, Oregon State Board of Towing  
[info@towboard.oregon.gov](mailto:info@towboard.oregon.gov)

**TIMES AND ORDER:** The Public Board Meeting will commence at 1:00 p.m. on April 8, 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 – please RSVP in-person attendance to [info@towboard.oregon.gov](mailto:info@towboard.oregon.gov) NO LATER THAN **Friday, April 4, 2025.**

**COPIES:** Copies of the board meeting materials will be available on the Board's website ([www.oregon.gov/sbot](http://www.oregon.gov/sbot)) by 3:00 p.m. on Monday, April 7, 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 April 7, 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, March 28, 2025.** *Submission of an Agenda item does not guaranty placement of the item 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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DMV HQ - 1905 Lana Ave, NE  
Salem, OR 97314

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**OREGON STATE BOARD OF TOWING**  
**Public Board Meeting**  
**April 8, 2025**  
**1:00 p.m. – 3:30 p.m.**

**Location:**

KROC Community Center  
1865 Bill Frey Dr., NE  
Salem, OR 97301

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| AGENDA ITEM   | PRESENTER     | Time Est. |
|---|---------------|-----------|
| 1. Call Meeting to Order  | Chair         | 1:00 p.m. |
| 2. Welcome & Introductions <i>(Board Member, Staff, Partners)</i> | All           |           |
| 3. Approve Agenda   | Board         |           |
| 4. Approve Minutes and Notes                                      | Board         |           |
| A. January 14, 2025 Board Meeting Minutes                         |               |           |
| B. February 11, 2025 Work Session Notes                           |               |           |
| C. March 11, 2025 Work Session Notes                              |               |           |
| 5. Board Administrator Report                                     | McCullough    |           |
| A. Financial Report   |               |           |
| B. Annual Report  |               |           |
| C. Strategic Plan Progress  |               |           |
| Discussion  |               |           |
| 6. Compliance Report  | McCullough    |           |
| Discussion  |               |           |
| 7. Legislative Report   | Chair, Others |           |
| Discussion  |               |           |
| 8. Discussion: Rates and Fees Board Public Policy/Guidelines      | Board         |           |

*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.*

|                       |  |       |  |
|-----------------------|--|-------|--|
| 9.                    | Discussion: Collections & Repo Public Policy/Guidelines    | Board |  |
| 10.                   | Discussion: Public Records Policy                          | Board |  |
| 11.                   | Discussion: Advisory Groups & Administrative Rules process | Board |  |
| Public Comments       |  |       |  |
| 12.                   | Complaint Review and Discussion                            | Board |  |
| 13.                   | Work Session: Signage                                      | Board |  |
| Public Comment        |  |       |  |
| 14.                   | Next Steps/Work Assignments recap                          |       |  |
| 15.                   | Next Public Work Session                                   |       |  |
|                       | May 13, 2025   |       |  |
| Final Public Comments |  |       |  |
| 16.                   | Adjourn Board Meeting                                      |       |  |

\*Board vote during the meeting may be either consensus or roll call vote, depending on the Agenda item for decision.  
 Tower votes: Anderson/Baker, McClellan/Shaner