



# State of Arkansas Towing & Recovery Board

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## MINUTES

Arkansas Towing & Recovery Board • May 17<sup>th</sup> 2016

The Arkansas Towing & Recovery Board convened on Tuesday, May 17<sup>th</sup> 2016 at 9:37 A.M. in the conference room of the Arkansas Towing & Recovery Board office at 7418 North Hills Boulevard, North Little Rock, Arkansas.

Chair Wayne Edwards called the meeting to order with roll call, Jerry Vint, Tom Brown, Mary Thoma, Avon Phillips, Elgie Sims, Matthew Ross, Heath Tibbs and Joe Spadoni were present. Also in attendance were director Steven Rogers, investigators Tracy Watson and John Williams and legal counsel Julie Chavis.

Mr. Edwards welcomed guests.

### Consent Agreements/Offer of Settlements

Complaint Number 2016-08-023: Routh Wrecker Service, Inc. A reimbursement to the complainant in the amount of \$100.00 and a civil penalty of \$250.00.

Complaint Number 2016-01-048: Routh Wrecker Service, Inc. A reimbursement to the complainant in the amount of \$100.00 and a civil penalty of \$250.00.

Complaint Number 2016-03-058: Routh Wrecker Service, Inc. A reimbursement to the complainant in the amount of \$135.00 and a civil penalty of \$250.00.

The Consent Agreements were collectively approved on a motion by Ross. Seconded by Brown. Motion carried. 9-0

The Minutes for the Board Minutes from April 19<sup>th</sup> 2016 were approved as mailed on a motion by Spadoni. Second by Tibbs. Motion carried. 9-0

Treasurer Brown reported expenditures for the month of February noting expenses of \$42,616.22 and revenue for the month was \$52,850.98. The ending balance in the checkbook on this date is \$325,067.21. Spadoni made a motion to approve the Treasurer's Report as presented. Second by Vint. Motion carried. 9-0

Director Rogers reviewed the License & Permit Report for April. [Attached]

Tracy Watson presented the Complaints Report for April. [Attached]

Julie Chavis updated the Board briefly on the status of the Helton appeal and the need to rehear the Michael Grindstaff d/b/a Hellanback Tow & Recovery case.

Rogers along with Board member Matt Ross updated the Board on the meeting with the Insurance Commission and what was needed to better identify the type of insurance coverage noted on the Certificate of Insurance.

Rogers updated the Board on the upcoming 2017 legislative session, issues that might be elevated and the need for the Board to begin to prepare an agenda and position statements on key issues. He also noted the progress in

the interim study committee chaired by Senator Eddie Joe Williams considering a highway department overhaul.

Spadoni updated the Board on the DTU (Detachable Tow Unit) issue stating that he had spoken with a representative at Miller Industries about clarifying the proper use of a truck equipped with a DTU, he indicated that the Board would receive something in writing soon.

Rogers then asked the Board to consider expanding the role of the Chair to better manage issues that came up between meetings. After some discussion Brown called for the question, the following language was adopted on a motion by Spadoni. Second by Phillips. Motion carried. 9-0

*The chair is responsible for ensuring:*

- . that the directors of the Arkansas Towing & Recovery Board are aware of all business related activities pertaining to the tow board.*
- . complying with applicable federal and state laws, the Arkansas Administrative Procedures Act and policies and procedures adopted by the Arkansas Towing & Recovery Board.*
- . conduct board business effectively and efficiently.*

*In order to fulfill these duties and responsibilities the chair presides over meetings, proposes policies and practices, sits on various committees, monitors the performance staff and performs other duties as the need arises.*

*While fulfilling this role the chair may be required to make decisions relating to the on-going business of the agency. In doing so any action taken must be reported to the tow board at the next monthly meeting. Decisions or actions should not impede upon or violate the spirit of any action taken by the Board or the intent of the Board or its policies.*

The meeting date for June was set for Tuesday, June 21<sup>st</sup> at 9:30 AM at the offices of the Arkansas Towing & Recovery Board, conference room.

With no further business the meeting adjourned at 11:22 AM.

Signed \_\_\_\_\_  
Wayne Edwards, Chair

Attest \_\_\_\_\_  
Steven Rogers, Director

Approved \_\_\_\_\_ (Date)