



County of Fairfax, Virginia

MEMORANDUM

DATE: February 21, 2024

TO: Trespass Towing Advisory Board

FROM: Rebecca L. Makely, Director DS
RLM
Department of Cable and Consumer Services

SUBJECT: Trespass Towing Advisory Board Meeting for February 28, 2024

Please find attached the Trespass Towing Advisory Board agenda packet. The next scheduled meeting is **Wednesday, February 28, at 5:00 p.m.** The meeting will be held in Conference Room 232, Fairfax County Government Center, 12000 Government Center Parkway, Fairfax, Virginia.

Please RSVP with your attendance to Carl Newcomb by COB on Tuesday, February 27, at Carl.Newcomb@fairfaxcounty.gov or 703-324-5931.

Enclosures

cc: Ellicia Seard-McCormick, Deputy County Executive

Amanda K. Kastl, Director, Consumer Services Division
Department of Cable and Consumer Services

Carl Newcomb, Manager
Regulation and Licensing Branch



**FAIRFAX COUNTY
TRESPASS TOWING ADVISORY BOARD**

**February 28, 2024
5:00 p.m.**

MEETING AGENDA

Call to Order by the Chairman

Minutes

- Approval of February 23, 2022, meeting minutes

Report of the Chairman

Report of the Director

- Introduction of new staff

Report of the Staff Liaison

Board Matters

Old Business

New Business

- Advisory Board Officer nominations

Public Comment

Adjourn

Package Contents

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- Package Contents
- Draft Minutes of February 23, 2022, meeting
- 2024 Yearly Planning Calendar

Minutes of the Fairfax County Trespass Towing Advisory Board

February 23, 2022

5:04 p.m.

Chairperson Scheler, presiding

Board Members Present:

Fee, Morris, Regan, Scheler

Board Members Absent:

Leach, Supinger

Staff Members Present:

Rebecca Makely, Acting Director
Department of Cable and Consumer Services

Carl Newcomb, Consumer Specialist III
Regulation and Licensing Branch

Public in Attendance:

Chairperson Scheler called the meeting to order at 5:04 p.m.

Quorum, Location, and Audibility of Member's Voices

Chairperson Scheler conducted a Roll Call to verify that a quorum of members was participating; and that each member's voice was clear, audible, and at appropriate volume for all of the members; and the location from which each member was participating. The roll call was as follows:

Conduct Roll Call:

Chairperson Scheler: Fairfax

Member Fee: Burke, VA

Member Leach: Absent

Member Morris: Fairfax Station, VA

Member Regan: Sully, VA

Member Supinger: Absent

Chairperson Scheler passed the virtual gavel to Vice Chairperson Morris. A motion was made by Chairperson Scheler that each member's voice was adequately heard by each member of the Trespass Towing Advisory Board (Board). This motion was seconded by Member Fee and the motion passed 4-0-0.

Need for an Electronic Meeting

A motion was made by Chairperson Scheler that the State of Emergency caused by the COVID-19 pandemic made it unsafe for the Board to physically assemble and unsafe for the public to

physically attend any such meeting, and that as such, FOIA's usual procedures, which require the physical assembly of the Board and the physical presence of the public, could not be implemented safely or practically. Chairperson Scheler further moved that the Board conduct the meeting electronically through a dedicated audio-conferencing line, and that the public access the meeting by calling 571-459-5982 and entering access code 394 441 88#. The motion was seconded by Member Fee and the motion passed 4-0-0.

Need to Dispense with FOIA's Usual Procedures to Assure Continuity in Government/Continue Operations

A motion was made by Chairperson Scheler that all of the matters addressed on the agenda addressed the Emergency itself, were necessary for continuity in Fairfax County government, and/or were statutorily required or necessary to continue operations and the discharge of the Board's lawful purposes, duties, and responsibilities. The motion was seconded by Member Fee and the motion passed 4-0-0.

Minutes

- Chairperson Scheler made a motion to approve the December 15, 2021, minutes. The motion was seconded by Member Morris and the motion passed 4-0-0.

Report of the Chairperson

- Chairperson Scheler discussed HB 958 but that it was left in Transportation Committee as of February 15, 2022. He stated there were no other bills involving towing proposed by the legislature in Richmond. Chairperson Scheler also noted that they were on standby to assist with the truck convoy protest.

Report of the Director

- Acting Director Makely confirmed that Director Liberman retired effective January 18, 2022, and that she was appointed the Acting Director of the Department of Cable and Consumer Services, effective January 15, 2022.

Report of the Staff Liaison

- Branch Manager Newcomb had no matters to bring before the Board.

Board Matters

- Member Fee reported that the citizen representative to the Arlington County Trespass Towing Advisory Board had resigned.

Old Business

- There was no old business before the Board.

New Business

- **Election of Officers.** Chairperson Scheler made a call for nominations for Chairperson, Vice-Chairperson, and Secretary of the Board:
 - Chairperson: Member Fee
 - Vice Chairperson: Chairperson Scheler
 - Secretary: Member Leach

Member Morris made a motion to approve the elections. The motion was seconded by Chairperson Scheler and the motion passed 4-0-0.

- **Towing Complaint Data.** Member Fee asked for the 2021 towing complaint data. Staff confirmed they would provide it by the next meeting.

Meeting adjourned at 5:35 p.m.

Fairfax County
Trespass Towing Advisory Board
2024 Yearly Planning Calendar
As of February 21, 2024

Meeting Date	Location of Meeting	Possible Agenda Topics