



County of Fairfax, Virginia

MEMORANDUM

DATE: February 16, 2022

TO: Trespass Towing Advisory Board

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

SUBJECT: Trespass Towing Advisory Board Meeting for February 23, 2022

Please find attached the Trespass Towing Advisory Board agenda packet. The next scheduled meeting is **Wednesday, February 23, 5:00 p.m.** This meeting will be held via a video connection due to the COVID-19 pandemic.

To join the meeting:

Click: https://teams.microsoft.com/l/meetup-join/19%3ameeting_MDlmNzExMTktODNlOS00NjA5LWEzODItMzIwZjllYmEzMzMz%40thread.v2/0?context=%7b%22Tid%22%3a%22a26156cb-5d6f-4172-9d7d-934eb0a7b275%22%2c%22Oid%22%3a%22826ce66c-270d-4b4a-82b8-39393dd7310c%22%7d

Audio-only participation:

Dial: 571-429-5982

Enter Conference ID: 394 441 88#

Please RSVP with your attendance to Carl A. Newcomb by COB on Tuesday, February 22, at Carl.Newcomb@fairfaxcounty.gov or 703-324-5931.

Enclosures

cc: Ellicia Seard-McCormick, Deputy County Executive

Carl A. Newcomb, Manager
Regulation and Licensing Branch, CSD, DCCS



**FAIRFAX COUNTY
TRESPASS TOWING ADVISORY BOARD**

**February 23, 2022
5:00 p.m.**

MEETING AGENDA

Call to Order by the Chairman

Electronic Meeting Motions

Minutes

- Approval of December 15, 2021 meeting minutes

Report of the Chairman

Report of the Director

Report of the Staff Liaison

Board Matters

Old Business

New Business

- Election of Officers

Public Comment

Adjourn

Package Contents

- Meeting Agenda
- Package Contents
- Draft Minutes of December 15, 2021 meeting
- 2022 Yearly Planning Calendar

Minutes of the Fairfax County Trespass Towing Advisory Board

December 15, 2021 5:00 p.m.
Chairperson Scheler, presiding

Board Members Present: Fee, Leach, Morris, Regan, Scheler

Board Members Absent: Supinger

Staff Members Present: Michael Liberman, Director
Department of Cable and Consumer Services

Rebecca Makely, Director, Consumer Services Division
Department of Cable and Consumer Services

Carl Newcomb, Consumer Specialist III
Regulation and Licensing Branch

Ellicia Seard-McCormick
Deputy County Executive

Public in Attendance:

The meeting was called to order at 5:09 p.m. by Chairperson Scheler.

Quorum, Location, and Audibility of Member's Voices

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

Conduct Roll Call:
Chairperson Scheler, Fairfax County, VA
Member Fee, Fairfax, VA
Member Leach, Deale, MD
Member Morris, Fairfax Station, VA
Member Regan, Chantilly, 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 5-0-0.

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 150 135 771#. The motion was seconded by Member Fee and the motion passed 5-0-0.

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. This motion was seconded by Members Fee and Leach and the motion passed 5-0-0.

Minutes

- Chairperson Scheler made a motion to approve the October 20, 2021 minutes and it was seconded by Member Morris. The motion passed 5-0-0.

Report of the Chairperson

- The Chairperson had no matters to bring before the Board but a discussion ensued on police heavy duty wreckers, trespass towing rates, Advanced Towing legal case, and the FCPD Public Safety Towing RFP.

Report of the Director

- Director Liberman announced his retirement effective January 18, 2022 and introduced Deputy County Executive Ellicia Seard-McCormick to the Board.

Report of the Staff Liaison

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

Board Matters

- There were no Board Matters.

Old Business

- There was no old business before the Board.

New Business

- **TTAB FY 2021 Annual Report.** Director Makely reviewed the TTAB FY 2021 Annual Report for submission to the Board of Supervisors. Member Morris made motion to approve the annual report. Chairperson Scheler seconded the motion and the motion passed 5-0-0.
- **Nomination of Officers.** Chairperson Scheler called for nominations for Chairperson, Vice-Chairperson, and Secretary of the Board:

Chairperson: Chairperson Scheler nominated Member Fee. Member Leach seconded. Member Fee accepted the nomination.

Vice Chairperson: Member Leach nominated Chairperson Scheler. Chairperson Scheler accepted the nomination.

Secretary: Chairperson Scheler nominated Member Leach. Member Leach accepted the nomination.

Meeting was adjourned at 5:36 p.m.

Fairfax County
Trespass Towing Advisory Board
2022 Yearly Planning Calendar
As of February 23, 2022

Rooms have been reserved on the dates shown below should meetings need to be held.

February 23	Elections

Possible Future Agenda Topics