



**Advisory Board on Automotive Affairs**  
 Held on December 27, 2018 at 10:00 am  
**at the** Department of Motor Vehicles  
 555 Wright Way  
 Carson City NV, 89711  
**in the** Director's Conference Room

*These minutes are prepared in compliance with NRS 247.035. Text is in summarized rather than verbatim format. For complete contents, please refer to meeting tapes on file at the Nevada Department of Motor Vehicles.*

**THIS MEETING WAS PROPERLY NOTICED AND POSTED IN THE FOLLOWING LOCATIONS ON  
 December 18, 2018**

Department of Motor  
Vehicles  
555 Wright Way  
Carson City, NV. 89711

Nevada State Library  
100 N. Stewart St.  
Carson City, NV. 89701

Department of Motor  
Vehicles  
305 Galletti Way  
Reno, NV. 89512

Department of Motor  
Vehicles  
2621 East Sahara Ave.  
Las Vegas, NV. 89104

Department of Motor  
Vehicles Website  
[www.dmv.nv.gov](http://www.dmv.nv.gov)

**1. Call to Order by the Chairman**

Steve Yarborough called the meeting of the Advisory Board on Automotive Affairs to order at 10:14 am.

**2. Roll Call**

**MEMBERS:**

Steve Yarborough - Chairman  
 Gordon Rogers  
 Phonisha Mack  
 Richard Mills  
 Richard Michael Lee  
 Gilbert Grieve  
 Dawn Bobbert  
 Vacant  
 Vacant  
 Vacant

**Representing**

Garage Operators  
 DMV/CED  
 Salvage Pools  
 Wreckers  
 Dealers  
 Body Shops  
 Insurers  
 Emissions  
 General Public  
 General Public

**Present**

### 3. Public Introductions

**INTERESTED PARTIES:**      *Representing:*

Bonnie Cates	DMV/CED
Morgan Friend	DMV/CED
Ivie Hatt	DMV/CED
Shauna Dennis	DMV/CED

### 4. Public Comments

A. There were none.

### 5. Approval of Agenda Order

A. Steve Yarborough (Garage Operators), advised that as a quorum was not met, no action would be taken and the meeting was informational only.

### 6. Approval of April 2018 Meeting Minutes

A. The November 2017 and April 2018 Meeting Minutes were deferred to the next Advisory Board on Automotive Affairs meeting as a quorum was not met.

### 7. Informational Items

A. Review of Vacant Memberships for the Advisory Board on Automotive Affairs

- **Q.** Richard “Dick” Mills (Wreckers), requested an update from the board on membership vacancies.
- **A.** Steve Yarborough (Garage Operators), advised that Dawn Bobbert has completed the application for the insurance representative and has been accepted. Additionally, the board has been informed that Lou Gardella must submit a letter of resignation to the Governor’s Office before the Emissions vacancy can be filled. Steve also advised that he has heard from Gil Grieve, who has sold his business but remains on the board in an advisory capacity. A replacement for Emission Stations is needed.
- **A.** Ivie Hatt (DMV/CED), advised that the Department could send an electronic message to the emission stations, notifying every one of the open position.
- **A.** Steve Yarborough (Garage Operators), stated that sending an electronic message would be great and that it would be best if the board got a member from the south as the board is a little top heavy.

B. Reporting Statistics

- 1) Steve Yarborough (Garage Operators), requested that the Department review the current reporting statistics.

- 2) Morgan Friend (DMV/CED) provide the following reporting statistics:
- a) Automotive Affairs Advisory Board (AAAB) Report on Body Shops
    - From January 1, 2018 through December 27, 2018 there were a total of 98 cases.
    - There were 23 cases found to be in compliance.
    - There were 8 found to be unsubstantiated.
    - There were 28 cases that the Department took action on.
    - There were 39 cases that resulted in the Department referring out, the Department tracking or the company being out of business.
  
  - b) AAAB Report on Dealers
    - From July 1, 2018 through December 27, 2018 there were a total of 593 cases.
    - There were 61 cases found to be in compliance.
    - There were 68 cases found to be unsubstantiated.
    - There were 206 cases that the Department took action on.
    - There were 258 cases that resulted in the Department referring out, the Department tracking or the company being out of business.
  
  - c) AAAB Report on Emissions
    - From July 1, 2018 through December 27, 2018 there were a total of 274 cases.
    - There were 220 cases found to be in compliance.
    - There were 3 cases found to be unsubstantiated.
    - There were 50 cases that the Department took action on.
    - There was 1 case that was listed as "Other"
    - Of the 274 cases, 9 were opened as a result of consumer complaints and 265 were opened as a result of Covert Audits.
  
  - d) AAAB Report on Garages
    - From July 1, 2018 through December 27, 2018 there were a total of 197 cases.
    - There were 54 cases found to be in compliance.
    - There were 36 cases found to be unsubstantiated.
    - There were 55 cases that the Department took action on.
    - There were 52 cases that resulted in the Department referring out, the Department tracking or the company being out of business.
  
  - e) AAAB Report on Other Licensees
    - From July 1, 2018 through December 27, 2018 there were a total of 10 cases.
    - There was 1 case found to be in compliance.
    - There was 1 case found to be unsubstantiated.
    - There were 8 cases that resulted in the Department referring out or tracking.
  
  - f) AAAB Report on Salvage Pools
    - From July 1, 2018 through December 27, 2018 there were no cases to report.
  
  - g) AAAB Report on Wreckers
    - From July 1, 2018 through December 27, 2018 there was a total of 1 case.

- There was 1 case found to be unsubstantiated.

#### C. Statistical Trends

- 1) Steve Yarborough (Garage Operators), requested that the Department provide a report on the trend of number of cases for the past three years.
- 2) Morgan Friend (DMV/CED), advised that she would create and provide the requested report to the board.

#### D. Legislative Updates

- **Q.** Steve Yarborough (Garage Operators), asked if the board could recommend to the legislature that the required number of board meetings be decreased to one meeting per year and that the required quorum be decreased to two board members.
- **A.** Ivie Hatt (DMV/CED), advised that the Department has put forward their bills and the board would be required to wait until the next legislative session to try and amend NRS 487.002 (5), unless any of the board members know someone that would move forward with these recommendations as a bill during this legislative session.

### 8. Public Comments

- A. Morgan Friend (DMV/CED), advised that the Department would be revising the formatting of the meeting minutes.
- B. Ivie Hatt (DMV/CED), requested that the Department ensure that the meeting minutes were being posted to the Department's website and that any meeting minutes that have not been approved by the board must be identified as a draft.

### 9. Next Meeting and Adjournment

- A. The next meeting was scheduled tentatively for February 15, 2019.
- B. The meeting adjourned at 10:55 am.