

2415 1<sup>st</sup> Avenue, MS L242  
Sacramento, California 95818  
Telephone: (916) 445-1888  
Board staff contact: Alex Martinez  
[New Motor Vehicle Board website](#)  
DMV press contact: (916) 657-6438  
[dmvpublicaffairs@dmv.ca.gov](mailto:dmvpublicaffairs@dmv.ca.gov)

STATE OF CALIFORNIA  
NEW MOTOR VEHICLE BOARD  
**MINUTES**

The New Motor Vehicle Board (“Board”) held a General meeting on August 1, 2025, at Glendale City Hall, Council Chamber Room, 613 E. Broadway, 2<sup>nd</sup> Floor, Glendale, California 91206.

Jacob Stevens, President and Public Member, called the meeting of the Board to order at 8:35 a.m.

2. **ROLL CALL**

Board Members Present: Anne Smith Boland  
Ashley Dena  
Kathryn Ellen Doi  
Ardashes “Ardy” Kassakhian  
Bismarck Obando  
Brady Schmidt  
Jacob Stevens

Board Staff Present: Timothy M. Corcoran, Executive Director  
Kim Vaye, Assistant Director and Equity Officer  
Robin P. Parker, Chief Counsel

Tammy Bayne, Administrative Law Judge

Mr. Corcoran indicated that a quorum was established for general business.

3. **PLEDGE OF ALLEGIANCE**

Administrative Law Judge Tammy Bayne led the members and staff in the Pledge of Allegiance.

4. **PRESENTATION OF RESOLUTION TO KARTHICK RAMAKRISHNAN, FORMER PUBLIC BOARD MEMBER**

At the February 28, 2025, General meeting, the members unanimously moved to present Karthick Ramakrishnan, former Public Member, with a Resolution in appreciation of his dedication and service to the Board and the State of California. Mr. Ramakrishnan was not in attendance so the Resolution will be mailed. [The Resolution was subsequently mailed to the last known address but returned “undeliverable” and was then placed in Member Ramakrishnan’s informal personnel file].

5. **PRESENTATION OF RESOLUTION TO LATE ADMINISTRATIVE LAW JUDGE MERILYN WONG’S FAMILY**

This matter was postponed until after Agenda Item 20.

6. **APPROVAL OF THE MINUTES FROM THE FEBRUARY 28, 2025, MEETING OF THE COMMITTEE ON EQUITY, JUSTICE AND INCLUSION, FEBRUARY 28, 2025, GENERAL MEETING, AND MARCH 27, 2025, INDUSTRY ROUNDTABLE AND SPECIAL MEETING**

Member Kassakhian moved to adopt Minutes from February 28, 2025, meeting of the Committee on Equity, Justice and Inclusion, February 28, 2025, General Meeting, and March 27, 2025, Industry Roundtable and Special Meeting. Member Schmidt seconded the motion. The motion carried unanimously.

7. **DISCUSSION AND CONSIDERATION OF CREATING TWO-MEMBER WORKING COMMITTEES OF THE COMMITTEE ON EQUITY, JUSTICE AND INCLUSION TO FOCUS ON LAND ACKNOWLEDGEMENTS, AND VIRTUAL AND TELEPHONIC ACCESS TO PUBLIC MEETINGS, BY THE BOARD PRESIDENT**

President Stevens created two-member working committees of the Committee on Equity, Justice and Inclusion to focus on (1) land [and community] acknowledgments, and (2) virtual and telephonic access to public meetings.

8. **APPOINTMENT OF MEMBERS TO THE TWO-MEMBER WORKING COMMITTEES OF THE COMMITTEE ON EQUITY, JUSTICE AND INCLUSION TO FOCUS ON LAND ACKNOWLEDGEMENTS, AND VIRTUAL AND TELEPHONIC ACCESS TO PUBLIC MEETINGS, BY THE BOARD PRESIDENT**

President Stevens and Member Schmidt were appointed to the working Committee on land [and community] acknowledgments of the Committee on Equity, Justice and Inclusion.

President Stevens appointed Members Obando and Smith Boland to the working committee on virtual and telephonic access to public meetings of the Committee on Equity, Justice and Inclusion.

9. **UPDATE ON BOARD DEVELOPMENT ACTIVITIES - BOARD DEVELOPMENT COMMITTEE**

The members were provided a memo from Tim Corcoran concerning Board development activities. Mr. Corcoran noted that a recap of the recent Industry Roundtable would be discussed later in the meeting. Member Schmidt suggested scheduling the training items listed in the memo at the next General Meeting. In particular, President Stevens suggested case management training for new members in light of upcoming vacancies.

There was no Board action as this matter was for information only.

10. **DISCUSSION OF MATERIALS PERTAINING TO THE RECOGNITION OF JURISDICTIONS THAT ARE ZEV (ZERO EMISSION VEHICLE) READY (STRATEGIC PLAN OBJECTIVE 2.7) - EXECUTIVE COMMITTEE**

Ms. Vaye discussed the recognition of jurisdictions that are ZEV ready and the efforts behind this initiative, which launched on July 7, 2025. It originated from President Stevens and Member Kassakhian due to their experience with local governments.

Ms. Vaye remarked on the launch efforts that included California State Transportation Agency (CalSTA) sharing it on their social media. Ms. Vaye attended the 16<sup>th</sup> Annual California Climate and Energy Forum the day after the launch resulting in over 500 attendees from local government, cities, counties, and energy non-profits. In the works is including information in the *Beacon Newsletter* of the Institute for Local Governments, which is targeted at over 160 local governments that are already on the “path to sustainability, and they’re ready for climate action.” Ms. Vaye met with the California Air Resources Board (CARB), Veloz (a national, non-profit for clean energy), the Governor’s Office of Business and Economic Development (GO-Biz), and MCE (originally Marin County Energy).

In regard to the process, Ms. Vaye indicated that CalSTA vets the applicants, then the Government and Industry Affairs Committee decides which applicants to present for Board consideration. The draft certificate was shared with the members for their input. After Board approval, the recipient decides whether to receive the certificate at one of their own meetings or at a future Board meeting.

Mr. Corcoran acknowledged Ms. Vaye for single-handedly bringing this project to life and expressed how proud he is and happy to have Ms. Vaye working at the Board.

There was no Board action as this matter was for information only.

11. **REPORT ON NON-SUBSTANTIVE CHANGES SUGGESTED BY THE OFFICE OF ADMINISTRATIVE LAW TO THE FOLLOWING REGULATIONS - EXECUTIVE COMMITTEE**

- a. Request for Informal Mediation (13 CCR § 551.14)
- b. Contents (13 CCR § 555)

The members were provided with a memo from Tim Corcoran and Robin Parker concerning non-substantive changes suggested by the Office of Administrative Law (OAL) to the proposed regulatory text of Sections 551.14 and 555 of Title 13 of the California Code of Regulations, as highlighted below:

**§ 551.14. Request for Informal Mediation.**

...  
(c) The request for informal mediation shall set forth the nature of the matter which the board is requested to mediate. The request for informal mediation shall comply substantially with the following requirements:

...  
(2) Insofar as is known to the person requesting informal mediation, include the names, residence addresses and business addresses of persons and the dates, places and specific actions or practices involved in the matter.

...

**§ 555. Contents.**

The petition shall set forth in clear and concise language the nature of the matter which the petitioner wishes the board to consider. The petition shall comply substantially with the following requirements:

...  
(b) Insofar as is known to petitioner, include the names, residence addresses and business addresses of persons and the dates, places and specific actions or practices involved in the matter.

Ms. Parker commented that the Executive Committee approved the changes.

There was no Board action as this matter was for information only.

**12. REPORT ON NON-SUBSTANTIVE CHANGES SUGGESTED BY THE FAIR POLITICAL PRACTICES COMMISSION TO THE BOARD'S CONFLICT OF INTEREST CODE IN SECTION 599 OF TITLE 13 OF THE CALIFORNIA CODE OF REGULATIONS - EXECUTIVE COMMITTEE**

The members were provided with a memo from Tim Corcoran and Robin Parker concerning non-substantive changes suggested by the Fair Political Practices Commission ("FPPC") to the Board's Conflict of Interest Code.

As indicated in the memo, the FPPC reviews proposed changes to state entities' Conflict of Interest Codes and provides feedback. During its review of the Board's proposed amendments, FPPC suggested revisions that apply its standard language to the incorporation page and consultant language. Although there were many changes, they were not substantive.

Ms. Parker indicated that there is no Board policy that addresses non-substantive changes suggested by the FPPC so the policy for rulemaking reviewed by OAL was followed. (In Agenda Item 16, the Board amended the delegation to the Executive Director

to include non-substantive changes suggested by the FPPC.) The Executive Committee approved these changes so the staff could go forward with the rulemaking.

There was no Board action as this matter was for information only.

13. **REPORT ON THE BOARD'S FINANCIAL CONDITION AND RELATED FISCAL MATTERS - FISCAL COMMITTEE**

- a. Report on the Board's Financial Condition through the 3<sup>rd</sup> and 4<sup>th</sup> quarters of Fiscal Year 2024-2025.
- b. Report concerning the Board's collection of its Annual Board Fee.
- c. Status report concerning the Board's collection of the Arbitration Certification Programs' annual fee.
- d. Discussion and consideration of the Board's proposed budget for the current fiscal year.

The members were provided with a memo from Tim Corcoran, Kim Vaye, and Suzanne Luke. Ms. Vaye reported that for Agenda Item 13.a., there is a higher allotment for spending on temporary positions due to expenditures for retired annuitants as there were two in-house merits hearings. The budgeted amount was \$79,000 for part-time staff salary but expenditures were \$172,000.

As indicated in the memo, the 4<sup>th</sup> quarter of Fiscal Year 24-May 25 began with a budget appropriation of \$2.151 million, ending with a \$1,536,845 million reserve balance. Seventy-two percent of the budget appropriation was expended through May 2025.

In regard to Agenda Item 13.b., Ms. Vaye noted the Annual Fee collection will begin in early fall as the staff are gathering the information necessary for the fee collection.

Concerning Agenda Item 13.c., Ms. Vaye stated the Board collected \$1.756 million from 37 manufacturers and billed the Arbitration Certification Program \$3,056.20 for the collection, which will be reflected in the current fiscal year.

As indicated in the memo, the proposed Budget for the next fiscal year contains the following Department of Motor Vehicle (DMV) Baseline allotments:

- Personal Services \$1,924,000 and Operating Expenses and Equipment \$231,000, totaling \$2,155,000. Anticipated General Salary Increases (GSI), effective July 1, 2025, are not included in this allotment. Once GSI funding is released (typically in the fall), DMV Budgets will review and allocate adjustments accordingly.
- The Pro Rata for 2025/2026 increased by \$50,000 to \$184,643.

Ms. Vaye remarked that even though the Board's allotment for operating expenses decreased (\$254,000 to \$231,000), that will not impact the Board as it is "very lean" and

does not spend much. The Board does not pay rent, subscription costs continue to be reduced, overhead is low in terms of supplies, and the Attorney III position is vacant.

President Stevens reminded the members that out-of-state travel is limited to mission critical travel.

Member Obando requested an update on the proposed regulation increasing Board fees. Mr. Corcoran stated that the DMV is assisting with forwarding the rulemaking to the Department of Finance (DOF) for its review. Of note, if the DOF comes back with an increase in the fee approved by the Board, this will require a Board meeting for approval. Mr. Obando suggested reaching out to stakeholders if the fee is increased to ensure continued support.

There was no Board action as this matter was for information only.

14. **STATUS REPORT ON PARTICIPANT AND AUDIENCE RESPONSES TO THE QUESTIONNAIRE CONCERNING THE BOARD'S MARCH 27, 2025, INDUSTRY ROUNDTABLE - GOVERNMENT AND INDUSTRY AFFAIRS COMMITTEE**

Ms. Vaye provided a PowerPoint of the participant and audience responses to the questionnaire concerning the Board's March 27, 2025, Industry Roundtable. There were about 100 attendees and 28 people responded to the questionnaire. Overall, the event was rated 4.39 out of 5 stars. The attendees represented at the Roundtable were 25% dealerships, 11% manufacturer/distributor, 7% each law firms and government, and the remaining 50% registration services. Mr. Corcoran said that from the one-on-one interactions he had, it felt like the entire event was a "home run." Ms. Vaye reported that the afternoon workshops, meet the regulators and building strategic partnerships, exceeded expectations.

Anthony Bento, Chief Legal Officer, California New Car Dealers Association (CNCD), an attendee and presenter on the Industry Trends panel remarked that the workshops were incredibly beneficial and provided an opportunity to speak with DMV regulators. He hopes that the Board continues this in the future. Mr. Bento mentioned that the Bureau of Automotive Repair (BAR) has quarterly industry meetings. DMV does not offer these types of meetings.

Member Schmidt recommended biannual meetings with DMV regulators. Member Kassakhian echoed these comments and noted it further elevates the Board's role in the industry and state. Member Doi noted the meetings should be balanced with manufacturers. Member Schmidt stated manufacturers could be included in the same event as there is no reason to exclude anyone. All the stakeholders could be at a public event. Mr. Bento agreed with Mr. Schmidt and suggested attendance be open to everyone that is regulated and licensed by DMV Occupational Licensing, which includes both used and new car dealers, auto brokers, and salespeople.

Mr. Corcoran stated that Board staff routinely assists both dealers and manufacturers with various licensing questions. Recurring workshops with DMV was discussed leading up to the Roundtable, such as the frequency, would the Board host or is this something

DMV wanted to do independent of the Board similar to the BAR advisory group. Nothing has been committed to yet. Mr. Corcoran thought an industry workshop alongside or as part of the Industry Roundtable was doable. Member Schmidt offered to assist Mr. Corcoran in his conversations with DMV. Member Doi suggested that there be a facilitator at the workshop to provide structure.

Mr. Bento thanked the Board for their consideration and encouraged the Board to consider annual workshops at a minimum and not every other year. Member Schmidt intended the workshops to be biannual not biennial.

There was no Board action as this matter was for information only.

15. **DISCUSSION AND CONSIDERATION OF MATERIALS PERTAINING TO THE EV (ELECTRIC VEHICLE) EXPERT PLEDGE (STRATEGIC PLAN OBJECTIVE 2.7) - GOVERNMENT AND INDUSTRY AFFAIRS COMMITTEE**

Mr. Corcoran summed up the purpose of the EV Expert Pledge as “not selling an EV to everyone today. It’s about selling the right EV to the right customer at the right time.” Initially, this Strategic Plan Objective was about trying to create training about the broader EV ownership experience so the consumer has a positive experience that is shared with others. It is not about “pushing sales.” It is “responsible sales.” Since government moves slower than private industry, training was already being developed. The Center for Sustainable Energy’s ElectrifiQ Program met the criteria so without endorsing a training provider, the staff put out this Pledge: if a dealership is already selling EV’s then consider taking this Pledge to send at least one salesperson to the training to become an EV expert, a local source in their community to educate consumers about the technology, and better prepare consumers for ownership. If a dealer is willing to take the Pledge then the Board may recognize that commitment and issue a Certificate of Participation. The Board would have a list of dealerships available that took the Pledge.

Member Schmidt commented that the more the Board can clarify that the EV Pledge is really about educating dealer staff on responsible EV sales and putting the right consumers in the right vehicles is something he can support. He would like to see the EV Pledge again. Member Dena stated that it is presenting dealers to consumers in a better light. Member Schmidt said he would be happy to reconsider the EV Pledge and advocate for it.

Ms. Vaye discussed the materials pertaining to the EV Expert Pledge that launched May 12, 2025. It was amplified at the March Industry Roundtable. The CNCDA highlighted this in their newsletter and then DMV distributed information in its Occupational Licensing mailing list. CalSTA also highlighted this on its social media. To date, 48 Pledges have been received by 41 dealers of which 27 were used car dealers and 14 new car dealers. Seven non-dealers submitted the Pledge.

Ms. Vaye shared the Certificate of Participation with the members. The certificates will not be presented at a Board meeting but mailed to recipients. First, Board staff speak with the applicants to learn about their dealerships and engage in information sharing. There is a vetting process by Mr. Corcoran and Ms. Vaye. Member Schmidt remarked that this

ensures applicants are meeting the commitment of the Pledge so it is not just a “rubber stamp,” it is a vetted process. Member Doi asked if there is a rubric or criteria being provided to make sure it is being applied equitably. Mr. Corcoran stated the criteria is pledging that the dealership is going to send at least one salesperson to the EV training. Member Doi stated that signing up for the EV Pledge is not enough in that to participate the applicant needs to participate in a call with Mr. Corcoran or Ms. Vaye, which is a part of the criteria. After the meeting, it was verified that the materials reference this vetting process. Member Doi also suggested that the Pledge be clarified to only include new car dealers. Mr. Corcoran confirmed that it does.

Ms. Vaye presented four qualifying new car dealerships for Board consideration of the Certificate of Participation of the EV Expert Pledge: (1) Concord Honda; (2) San Francisco Toyota; (3) Bob Smith BMW/Mini; and (4) Ed Dena’s Auto Center.

President Stevens moved to award each of the four designated dealerships to receive the “Certificate of Participation of the EV Expert Pledge.” Member Doi seconded the motion. Members Smith Boland and Dena abstained. The motion carried unanimously.

16. **DISCUSSION AND CONSIDERATION OF PROPOSED REVISIONS TO THE BOARD ADOPTED DELEGATION OF AUTHORITY TO THE EXECUTIVE DIRECTOR TO PROCEED WITH THE RULEMAKING PROCESS TO INCLUDE NON-SUBSTANTIVE CHANGES SUGGESTED BY THE FAIR POLITICAL PRACTICES COMMISSION - POLICY AND PROCEDURE COMMITTEE**

The members were provided with a memo from Tim Corcoran and Robin Parker concerning proposed revisions to the Board adopted delegation of authority to the Executive Director to proceed with the rulemaking process to include non-substantive changes suggested by the Fair Political Practices Commission.

Ms. Parker indicated that the existing delegation to the Executive Director would be expanded to include non-substantive changes suggested by the FPPC. The proposed additions are underlined and highlighted yellow as follows:

The Board delegated to the Executive Director the ministerial duty of proceeding through the rulemaking process in compliance with the Administrative Procedure Act. All substantive changes to the proposed text suggested by Board staff, the public, the Fair Political Practices Commission (“FPPC”), or the Office of Administrative Law (“OAL”) would be brought before the members at the next meeting. Non-substantive changes suggested by OAL, FPPC, or staff would be submitted to the Executive Committee for consideration and ultimately reported to the Board at the next meeting.

All new and revised Board Policies are first reviewed by the Committee on Equity, Justice and Inclusion prior to Board consideration. This proposal was reviewed and approved by the Committee on Equity, Justice and Inclusion at its July 31, 2025, meeting.

Member Doi moved to adopt the proposed revision to the Board adopted delegation of authority to the Executive Director to proceed with the rulemaking process to include non-substantive changes suggested by the Fair Political Practices Commission. Member Kassakhian seconded the motion. The motion carried unanimously.

17. **REVIEW AND CONSIDERATION OF BOARD DELEGATIONS IN COMPLIANCE WITH THE 1996 PERFORMANCE AUDIT CONDUCTED BY BUSINESS, TRANSPORTATION & HOUSING AGENCY - EXECUTIVE COMMITTEE**

The members were provided with a memo from Tim Corcoran and Robin Parker updating the Board delegations that were originally adopted in 1997 in compliance with the 1996 Performance Audit conducted by Business, Transportation & Housing Agency.

As indicated in the memo, the revised delegations pertain to:

- The Ad Hoc Committee on Equity, Justice and Inclusion was converted to a standing committee. (November 1, 2024, General Meeting)
- During the rulemaking process increasing the Annual Board Fee, the Board granted staff discretion in consultation with the Executive Committee to reduce the fee to any number between \$400 and \$425 and \$.60 and \$.65. (November 1, 2024, General Meeting)
- The temporary discretion granted to the Executive Director to assign merits hearings to the Office of Administrative Hearings (OAH) outside the current assignment log is obsolete and was deleted. All merits hearings in new protests and existing protests will be assigned to OAH effective February 28, 2025. The Board's retired annuitant ALJs will be retained on the Alternative MSC Assignment Log and the Alternative Law and Motion Assignment Log. (February 28, 2025, General Meeting)
- The Board adopted delegation of authority to the Executive Director to proceed with the rulemaking process was amended to include non-substantive changes suggested by the Fair Political Practices Commission. (August 1, 2025, General Meeting)

President Stevens moved to adopt the Board delegations as amended. Member Smith Boland seconded the motion. The motion carried unanimously.

18. **DISCUSSION AND CONSIDERATION OF PROPOSED NON-SUBSTANTIVE REGULATORY AMENDMENTS TO THE BOARD'S CONFLICT OF INTEREST CODE IN SECTION 599 OF TITLE 13 OF THE CALIFORNIA CODE OF REGULATIONS - POLICY AND PROCEDURE COMMITTEE**

The members were provided with a memo from Tim Corcoran and Robin Parker concerning proposed non-substantive regulatory amendments to the Board's Conflict of Interest Code in Section 599 of Title 13 of the California Code of Regulations.

As indicated in the memo, during the biennial review of the Board's Conflict of Interest Code, staff identified non-substantive changes to Section 599 of Title 13 of the California Code of Regulations. This section does not contain the Board's Conflict of Interest Code but provides detailed information on how a member of the public could request a copy. The proposed changes cleanup dated language and update the address for the Fair Political Practices Commission.

In the event the Office of Administrative Law deems the changes substantive, President Stevens read the following statement into the record for the proposed regulatory changes:

Given the Board's decision to go forward with the proposed regulatory amendments, I hereby delegate to the Executive Director the ministerial duty of proceeding through the rulemaking process in compliance with the Administrative Procedure Act and/or the Fair Political Practices Act. Notice of the proposed rulemaking will be published in the California Regulatory Notice Register and will be sent to the Public Mailing List.

During the public comment period, I want to invite and encourage written and oral comments. Additionally, a public hearing at the Board's offices may be held to accept oral and written comments. By the Board instructing staff to go forward with the proposed regulatory amendments, this does not necessarily indicate final Board action.

If any written or oral comments are received, the full Board will consider the comments and reconsider the text of the proposed regulatory amendments. Furthermore, if the staff decides that substantive modifications to the proposed text are necessary, the Board will consider those modifications at a noticed meeting.

However, non-substantive changes involving format, grammar, or spelling suggested by the Office of Administrative Law, the Fair Political Practices Commission, or the staff will not be considered by the Board because they are non-regulatory in nature. They will be considered by the Executive Committee and ultimately reported to the Board at a future meeting.

If there are no written or oral comments received, then the rulemaking process will proceed without further Board involvement.

Member Kassakhian moved to adopt the proposed regulation. Member Obando seconded the motion. The motion carried unanimously.

19. **DISCUSSION CONCERNING PENDING AND ENACTED LEGISLATION - LEGISLATIVE COMMITTEE**

- a. Pending Legislation of Special Interest: None
- b. Enacted Legislation of General Interest:

- (1) Senate Bill 26 (Senator Umberg) - Civil actions: restitution for or replacement of a new motor vehicle.
- c. Pending Legislation of General Interest:
- (1) Assembly Bill 766 (Assembly Member Sharp-Collins) - State agencies and departments: strategic plans: diversity, equity, and inclusion.
  - (2) Senate Bill 766 (Senator Allen) - California Combating Auto Retail Scams (CARS) Act.
- d. Pending Federal Legislation of General Interest: None

The members were provided with a memo from Tim Corcoran and Robin Parker concerning pending and enacted legislation. Ms. Parker indicated that the only change from the memo the members received is that Senate Bill 766, the CARS Act, had a hearing on July 17<sup>th</sup> and a few additions to those opposed to the bill. Nothing impacts the Board. Ms. Parker is monitoring a number of bills. A subsequent report will be provided at the next meeting.

There was no Board action as this matter was for information only.

## 20. **EXECUTIVE DIRECTOR'S REPORT**

- A. Administrative Matters.
- B. Case Management.
- C. Judicial Review.
- D. Notices Filed Pursuant to Vehicle Code sections 3060/3070 and 3062/3072.
- E. Other.

Mr. Corcoran provided the members with a report on Administrative Matters that identified all pending projects, the Board staff and committee assigned, estimated completion dates, and status. Mr. Corcoran indicated the staff have been working on revised vision and mission statements to present to the Ad Hoc Committee. He then discussed the 2026 Industry Roundtable and reminded the members that it will feature CalSTA's Core Four (Safety, Equity, Climate Action, and Economic Prosperity). And it may be beyond just New Motor Vehicle initiatives as it may include other CalSTA departments to participate in an end of administration celebration of what has been accomplished.

Ms. Vaye remarked the Board's space at DMV headquarters has not changed but there are now two sit-stand desks. Additionally, she plans to reach out to individual members to talk and plans to visit each dealer member at their dealership in the coming months. Lastly, the Roundtable will be held next year at the same location as this year (California Natural Resources Agency).

Member Doi expressed her thanks to the staff for an amazing Industry Roundtable and thought it was a tremendous success.

Ms. Parker indicated that case management has been busy with two Proposed Decisions and one Proposed Order at the Special meetings on July 31, 2025, and August 1, 2025. She recapped the upcoming law and motion hearings (8/11/25 and 9/3/25) and settlement conference (9/12/25). A merits hearing is scheduled for February 2026 with OAH presiding.

An update on pending rulemaking was provided by Ms. Parker:

1. The amendments to the Board's Conflict of Interest Code adding Ms. Vaye's position were effective August 9, 2025.
2. The final rulemaking packet pertaining to motion hearings with live testimony (Section 551.19) was submitted OAL for its review. (After the meeting, this was approved by OAL and effective January 1, 2026.)
3. The fee increase is pending review at the Department of Finance.

Ms. Parker remarked there has been an increase in the number of modification notices this year with more than 300 received and about 73 termination notices with 52 pertaining to recreational vehicles.

For Judicial Review, in the Putnam Ford retail labor rate matter, this case is fully briefing and the hearing was set for October 8, 2025.

There was no Board action as this matter was for information only.

5. **PRESENTATION OF RESOLUTION TO LATE ADMINISTRATIVE LAW JUDGE MERILYN WONG'S FAMILY**

At the February 28, 2025, General Meeting, the members unanimously moved to present a Resolution recognizing the late Marilyn Wong for her more than 40 years' service as a Hearing Officer, Administrative Law Judge, and the Board's Designated Mandatory Settlement Conference Judge from 2017 to 2024. David McClain, Marilyn's husband, and their son Daniel were presented with the Resolution.

Mr. David McClain remarked that receiving the Resolution was very meaningful for him. He commented that Marilyn loved the work she did. She devoted herself to it and remembered that for one opinion she spent at least 40-plus hours a week for three months working on it. Marilyn was diligent. In closing, David stated that he appreciated this award, and knows how much Marilyn loved serving the Board.

Ms. Parker told several stories about Judge Wong and the impact Judge Wong had on her personally and professionally. Judge Wong contributed so greatly to the Board by settling cases. She touched many people with her demeanor; she was calm, professional, and personable.

Gavin Hughes of the Law Offices of Gavin M. Hughes remarked on the impact Judge Wong had on him. He appreciated her professionally. Judge Wong understood the issues

and had an amazing demeanor. She could get the parties to come together and settle their dispute. Mr. Hughes loved spending time with her talking about sports, kids, and family.

21. **SELECTION OF BOARD MEETING DATES FOR 2026**

The Board Members selected the following Board meeting dates for 2026:

- November 6, 2025, Special Meeting (Sacramento) [subsequently taken off calendar]
- February 20, 2026, General Meeting (Glendale)
- April 8, 2026, Industry Roundtable/Special Meeting (Sacramento)
- July 17, 2026, General Meeting (Sacramento)
- October 16, 2026, General Meeting (Glendale)

22. **PUBLIC COMMENT (Gov. Code § 11125.7)**

Anthony Bento on behalf of the CNCDA asked the Board to consider agendaing a future meeting discussion on whether under Vehicle Code section 3065.2 actual hours or billed (sold) hours should be used for determining a retail labor rate. No additional public comment was presented.

23. **ADJOURNMENT**

With no further business to discuss, the meeting was adjourned at 10:43 a.m.

Submitted by



TIMOTHY M. CORCORAN  
Executive Director

APPROVED:



Jacob Stevens  
President  
New Motor Vehicle Board