

Meeting Summary
Dealer Practices Committee
Monday September 8, 2025

Chair Andrew Wiley called the Dealer Practices Committee meeting to order at 9:00 a.m. **NOTE: At the start of Dealer Practices, there was not a quorum and as more Board Members were expected to show up, this meeting started later in the morning. So they began the other Committee's first beginning with Licensing.**

Chair Andrew Wiley called the Dealer Practices Committee meeting to order at 9:19 a.m. This meeting was conducted at the Department of Motor Vehicles, 2300 W. Broad Street, Executive Conference Room 702, Richmond, Virginia. Roll call confirmed the following Committee members being present: M'Lissa Dunn, Chris Maher, Dick Myers, Jeff Ryer and Don Sullivan. Those absent included Alexis Barker-Taplett, Tom Barton and Tim Pohanka. Other Board members present: Tom Bates, Edward Maulbeck, Kevin Reynolds. Interim Executive Director Melanie Lester, Lisa Mack-Nelson, Ann Majors and Micah Bailey represented the Dealer Board. Christian Parrish represented the Attorney General's office.

The July 14, 2025 meeting summary was approved.

PUBLIC COMMENT – There was no public comment.

OLD BUSINESS

OLD BUSINESS FROM THE FLOOR – No old business from the floor.

NEW BUSINESS

IDO Recertification Change from 36 months to 24 months:

Ridgeway Auto Center, LLC and Charles Aaron Ridgeway #39147. Due to scheduling issues, this item was tabled to the November meeting.

Review and Action: Informal Fact-Finding Conferences:

Carpro Auto Sales and Redouane Aissi #50736. On August 12, 2025 an informal fact-finding conference was conducted to address the alleged violations of VA Code Sections 46.2-1529 and 46.2-1548. Based on the information provided at the conference, the hearing officer recommended assessing a civil penalty of \$1,250.00 (\$500 for violations of 46.2-1529 and \$750 for violations of 46.2-1548, inspection within 45 days and to successfully complete the 2-day Dealer-Operator course within 90 days.

Redouane Aissi was present and spoke on his own behalf.

Chris Maher moved to accept the hearing officer's recommendation. Don Sullivan seconded. The motion carried unanimously.

Potomac West Motors, LLC and Asif Mahmood #53180. On August 22, 2025, an informal fact-finding conference was conducted to address the alleged violations of VA Code Sections 46.2-1533 and 46.2-1575 (2). Based on the information provided at the conference, the hearing officer recommended to assess a civil penalty of \$250.00 for violations of 46.2-1533.

Asif Mahmood was present and spoke on his own behalf.

M'Lissa Dunn moved to accept the hearing officer's recommendation. Dick Myer seconded. The motion carried unanimously.

NEW BUSINESS FROM THE FLOOR – No new business from the floor.

NEXT MEETING – During Full Board, the members agreed to have the meeting November 10, 2025.

The Dealer Practices committee meeting adjourned at 9:34 a.m.

Meeting Summary
Dealer Licensing Committee
Monday, September 8, 2025

Full Board Committee Vice-Chair Chris Maher called the Dealer Licensing Committee meeting to order at 9:04 a.m. This meeting was conducted at the Department of Motor Vehicles, 2300 W. Broad Street, Executive Conference Room 702, Richmond, Virginia. Roll call confirmed the following Committee members being present: Ed Maulbeck, Dick Myers, Kevin Reynolds and Andrew Wiley. Those absent included Alexis Barker-Taplett and Tim Pohanka. Other Board members present: Tom Bates, M'Lissa Dunn, Chris Maher, Jeff Ryer and Don Sullivan. Interim Executive Director Melanie Lester, Lisa Mack-Nelson, Ann Majors and Micah Bailey represented the Dealer Board. Christian Parrish represented the Attorney General's office.

The May 12, 2025 and July 14, 2025 meeting summaries were approved.

PUBLIC COMMENT – No public comment.

OLD BUSINESS – No old business.

OLD BUSINESS FROM THE FLOOR – No old business from the floor.

NEW BUSINESS – No new business.

Review and Action: Informal Fact-Finding Conferences:

NEW BUSINESS FROM THE FLOOR – No new business from the floor.

NEXT MEETING – During Full Board, the members agreed to have the meeting November 10, 2025.

The Licensing committee meeting adjourned at 9:04 a.m.

Meeting Summary
Advertising Committee
Monday, September 8, 2025

Advertising Member and Full Board Vice-Committee Chair Chris Maher called the Advertising Committee meeting to order at 9:05 a.m. This meeting was conducted at the Department of Motor Vehicles, 2300 W. Broad Street, Executive Conference Room 702, Richmond, Virginia. Roll call confirmed the following Committee members being present: Tom Bates, Edward Maulbeck, Kevin Reynolds, Jeff Ryer and Don Sullivan. Those absent included Chip Lindsay. Other Board members present: M'Lissa Dunn, Dick Myers and Andrew Wiley. Interim Executive Director Melanie Lester, Lisa Mack-Nelson, Ann Majors and Micah Bailey represented the Dealer Board. Christian Parrish represented the Attorney General's office.

The July 14, 2025 meeting summary was approved.

PUBLIC COMMENT – No public comment.

OLD BUSINESS – No old business.

OLD BUSINESS FROM THE FLOOR – No old business from the floor.

NEW BUSINESS

NEW BUSINESS FROM THE FLOOR – No new business from the floor.

NEXT MEETING – During Full Board, the members agreed to have the meeting November 10, 2025.

The Advertising committee meeting adjourned at 9:06 a.m.

Meeting Summary
Transaction Recovery Fund Committee
Monday, September 8, 2025

Committee Chair Chris Maher called the Transaction Recovery Fund Committee meeting to order at 9:06 a.m. This meeting was conducted at the Department of Motor Vehicles, 2300 W. Broad Street, Executive Conference Room 702, Richmond, Virginia. Roll call confirmed the following Committee members being present: Tom Bates, M'Lissa Dunn, Ed Maulbeck, Jeff Ryer, Don Sullivan and Andrew Wiley. Those absent included Tom Barton and Chip Lindsay. Other Board members present: Dick Myers, Kevin Reynolds. Interim Executive Director Melanie Lester, Lisa Mack-Nelson, Micah Bailey and Ann Majors represented the Dealer Board. Christian Parrish represented the Attorney General's office.

The July 14, 2025 meeting summary was approved.

PUBLIC COMMENT

OLD BUSINESS – No old business.

OLD BUSINESS FROM THE FLOOR – No old business from the floor.

NEW BUSINESS – No new business.

Review and Action: Informal Fact-Finding Conferences:

Adrian/Kylie/Kelly Shifflett vs Nobel Motors (OB 11/24/25). On July 25, 2025, an informal fact-finding conference was conducted to address the alleged violations of VA Code Sections 46.2-1527.3 against Nobel Motors. Based on the information provided at the conference, the hearing officer recommended payment of \$13,207.54 from the fund should be considered payable to Adrian/Kylie/Kelly Shifflett.

Don Sullivan moved to authorize payment of \$13,2107.54 to Adrian/Kylie/Kelly Shifflett from the Fund against Nobel Motors. M'Lissa Dunn seconded. The motion carried unanimously.

Lawrence T. Hudson, Jr. vs Autoline of VA, Inc. (OB 12/27/23). On , 2025, an informal fact-finding conference was conducted to address the alleged violations of VA Code Sections 46.2-1527.3 against Autoline of VA, Inc. Based on the information provided at the conference, the hearing officer recommended payment of \$ from the fund should be considered payable to Lawrence T. Hudson, Jr.

Don Sullivan moved to authorize payment of \$25,000.00 to from the Fund against Autoline of VA Motors. Tom Bates seconded. The motion carried unanimously.

NEW BUSINESS FROM THE FLOOR – No new business from the floor.

NEXT MEETING – During Full Board, the members agreed to have the meeting November 10, 2025.

The Transaction Recovery Fund committee meeting adjourned at 9:19 a.m.

Meeting Summary
Motor Vehicle Dealer Board
Monday, September 8, 2025

Board Chair Gerald Lackey called the Dealer Board meeting to order at 9:50 a.m. This meeting was conducted at the Department of Motor Vehicles, 2300 W. Broad Street, Executive Conference Room 702, Richmond, Virginia. Roll call confirmed the following members being present: Tom Bates, M'Lissa Dunn, Chris Maher, Ed Maulbeck, Dick Myers, Kevin Reynolds, Jeff Ryer, Don Sullivan and Andrew Wiley. Those absent included Alexis Barker-Taplett, Tom Barton, Dennis Ellmer, Chip Lindsay and Tim Pohanka. Interim Executive Director Melanie Lester, Lisa Mack-Nelson, Ann Majors and Micah Bailey represented the Dealer Board. Christian Parrish represented the Attorney General's Office. Alice Weedon was the recording secretary.

The July 14, 2025 meeting summary was approved.

PUBLIC COMMENT – No public comment.

STATUTORY COMMITTEE REPORTS

Dealer Practices Committee

Committee Chair Andrew Wiley summarized discussions held and actions taken during the Committee Meeting.

Review and Action: Informal Fact-Finding Conferences:

Carpro Auto Sales and Redouane Aissi #50736. Committee Chair Andrew Wiley presented the following motion: Don Sullivan moved that the Board has reviewed and considered the facts, evidence and the report of an informal fact-finding conference as prepared by the hearing officer concerning Carpro Auto Sales and Redouane Aissi for the alleged violations. Based on due consideration, the Board believes the following actions should be taken against Carpro Auto Sales and Redouane Aissi: Assessed a civil penalty of \$1,250.00; and A follow up inspection by a Motor Vehicle Dealer Board field representative within 45 days and that inspection shall be satisfactory. Successful completion of the 2-day dealer-operator course within 90 days. The Board hereby mandates that Carpro Auto Sales and Redouane Aissi shall be assessed a civil penalty of \$1,250.00 due on or before October 14, 2025, Carpro Auto Sales shall undergo an inspection by a Motor Vehicle Dealer Board field representative and the inspection must be satisfactory on or before October 27, 2025, and Redouane Aissi shall successfully complete the 2-day dealer-operator course on or before December 10, 2025. Failure to comply with the Board's mandates by the required dates will result in the suspension of all licenses and certificates issued by the Board until such time Carpro Auto Sales and Redouane Aissi successfully complies with the Board's mandates.

NOTE: During Full Board, they agreed to extend the deadline regarding the Dealer-Operator course from 30 days to 90 days and the resolution reflects the change.

Jeff Ryer seconded. All in Favor: 6 (Dunn, Maher, Reynolds, Ryer, Wiley, Lackey). Opposed: 4 (Bates, Maulbeck, Myers, Sullivan). The motion carried.

Potomac West Motors, LLC and Asif Mahmood #53180. Committee Chair Andrew Wiley presented the following motion: Tom Bates moved that the Board has reviewed and considered the facts, evidence and the report of an informal fact-finding conference as prepared by the hearing officer concerning Potomac West Motors, LLC and Asif Mahmood for the alleged violations. Based on due consideration, the Board believes the following actions should be taken against Potomac West Motors, LLC and Asif Mahmood; Assessed a civil penalty of \$250.00. The Board mandates that Potomac West Motors, LLC and Asif Mahmood shall be assessed a civil penalty of \$250.00 due on or before October 14, 2025. Failure to comply with the Board's mandates by the required dates will result in the suspension of all licenses and certificates issued by the Board until such time Potomac West Motors, LLC and Asif Mahmood successfully complies with the Board's mandates.

Dick Myer seconded. The motion carried unanimously.

Licensing Committee

Full Board Vice Committee Chair Chris Maher reported quorum in place; however, no discussions or actions were on the agenda for the committee to consider.

Advertising Committee

Vice Committee Chair Don Sullivan reported quorum in place; however, no discussions or actions were on the agenda for the committee to consider.

Transaction Recovery Fund Committee

Committee Chair Chris Maher summarized discussions held and actions taken during the Committee Meeting.

Review and Action: Informal Fact-Finding Conferences:

Adrian/Kylie/Kelly Shifflett vs. Nobel Motors, LLC. Committee Chair Chris Maher presented the following motion: Pursuant to Section §46.2-1527.1 et seq. of the Code of Virginia, which is known as the Motor Vehicle Transaction Recovery Fund (Fund), the Board has reviewed and considered a claim for payment from the Fund, and the recommendations of the Hearing Officer on the claim. Based on due consideration and the recommendation of the Hearing Officer, the Board approves and acknowledges that the applicant's claim of \$13,207.54 should be payable from the Fund. The Board hereby approves and reaffirms the claim for payment from the Fund.

Andrew Wiley moved to accept the hearing officer's recommendation. M'Lissa Dunn seconded. The motion carried unanimously.

Lawrence T. Hudson, Jr. and Autoline of VA, Inc. Committee Chair Chris Maher presented the following motion: Pursuant to Section §46.2-1527.1 et seq. of the Code of Virginia, which is known as the Motor Vehicle Transaction Recovery Fund (Fund), the Board has reviewed and considered a claim for payment from the Fund, and the recommendations of the Hearing Officer on the claim. Based on due consideration and the recommendation of the Hearing Officer, the Board approves and acknowledges that the applicant's claim of \$25,000.00 should be payable from the Fund. The Board hereby approves and reaffirms the claim for payment from the Fund.

Mr. Hudson was present and just wanted to thank the committee and Micah Bailey for all the assistance he received during this process.

Andrew Wiley moved to accept the hearing officer's recommendation. Tom Bates seconded. The motion carried unanimously.

<u>Claimant</u>	<u>Judgement Amount</u>	<u>Fund Payment:</u>
Adrian/Kylie/Kelly Shifflett	\$13,207.54	\$13,207.54
Lawrence T. Hudson, Jr.	\$125,794.08	\$25,000.00

UPDATE: Pamela McZeal and John D. Wilson. Melanie Lester reported at the July 14, 2025 Board Meeting, the Board approved Pamela McZeal's claim for payment from the Fund, contingent upon confirmation from the Office of the Attorney General that the Board had legal authority to approve the claim. The Attorney General's review found no legal issues with the approval. However, during the appeal period after the Board's decision, Mr. Wilson requested a formal hearing. As a result, payment to Pamela McZeal is being withheld pending the Board's review of the findings and recommendations from that hearing.

OLD BUSINESS:

Legislative Updates – VADA and VIADA

VADA: Anne Gambardella indicated there was nothing to report.

VIADA: Alvin Melendez indicated there was nothing to report.

OLD BUSINESS FROM THE FLOOR – There was no old business from the floor.

INTERIM EXECUTIVE DIRECTOR'S REPORT – Melanie Lester addressed the Board regarding the recent OSIG audit of the MVDB. Ms. Lester addressed the random audits and provided clarification on findings related to background checks. Ms. Lester assured the Board all corrective actions will be closed ahead of the stated deadlines.

Edward Maulbeck – Advertising issue. Mr. Maulbeck indicated that he has seen dealers advertise a \$899 set up fee. He said that is not a fee, it is fraud. He was questioned as to if it was ever reported and he said he didn't know. Chairman Lackey asked if it was brought to MVDB and he said no. He was questioned as to why it hasn't been brought up to the board earlier. He indicated he was bringing it up during this meeting. Chairman Lackey indicated that it would be addressed, and specifics will be looked at.

UPDATE: Executive Director Applications. Chairman Lackey indicated they received just under 30 applications, and some really good applications were in the mix. He feels confident that an Executive Director will be in place before the end of the year.

NEW BUSINESS – There was no new business.

NEW BUSINESS FROM THE FLOOR – There was no new business from the floor.

Board Chairman Lackey announced that the next Board meeting will take place on November 10, 2025.

There being no further business to come before the Motor Vehicle Dealer Board, Board Chairman Lackey adjourned the meeting at 11:23 a.m.