

Minutes of Meeting **Advertising Committee**

The Advertising Committee meeting was called to order by Chair Tim Pohanka at 10:23 a.m. on Monday, May 11, 2026. This meeting was conducted at the Department of Motor Vehicles, 2300 W. Broad Street, Executive Conference Room 702, Richmond, Virginia.

The following Committee members were present:

Tim Pohanka
Tom Barton
James Church
Gail Davis
M'Lissa Dunn
Joe Gopaul
Chip Lindsay
Ed Maulbeck
Don Sullivan
Andrew Wiley

The following Committee members were absent:

Kevin Reynolds

Other Board Members present:

Saundra M. Jack
Carl Hart
Lynn Martin
Dick Myers

The following MVDB staff present for all or part of the meeting:

Micah Bailey
LaTasha Hill
Lisa Mack-Nelson
Ann Majors
Kelley Smith
Michael Thornton
Tenisha Wallace

The following other individuals were present for all or part of the meeting:

Barbara Arkwright – DMV
Carla Jackson – DMV
Werner Versch – DMV
Alacia Moore – DMV
Anne Gambardella – VADA
Alvin Melendez – VIADA
John Summer – JTZ
Joseph Joe – Respondent
Asad Najafe – Respondent
Ryan Prosser – Respondent
Jeremy Coleman – Respondent
Thomas “Tom” Bates – Former Board Member

Alexander Page represented the Attorney General’s office.

APPROVAL OF AGENDA – M’Lissa Dunn moved to approve the agenda for May 11, 2026. Andrew Wiley seconded the motion. The motion carried.

The March 9, 2026 meeting minutes were approved.

PUBLIC COMMENT – No public comment.

OLD BUSINESS

NEW ADVERTISING SUB-COMMITTEE MEMBER – James Church volunteered to serve on the Advertising Sub-Committee.

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

NEW BUSINESS – No new business.

NEW BUSINESS FROM THE FLOOR – Members discussed concerns regarding AI-generated cloning websites and related fraudulent activity occurring on platforms such as Facebook and YouTube. Another member expressed concerns involving cloned websites regarding credit card transactions.

The Chairman acknowledged the concerns, noting that while some technological issues fall outside the Board’s control, emphasis should remain on areas within the Board’s responsibility. The Chairman also suggested the topic of scams and related consumer education may warrant future discussion.

NEXT MEETING - Committee Chair Pohanka announced the next meeting is scheduled for July 13, 2026.

The Advertising Committee meeting adjourned at 10:33 a.m.

Minutes of Meeting **Advertising Sub-Committee**

The Advertising Sub-Committee meeting was called to order by Chair Tim Pohanka at 1:10 p.m. on Monday, May 11, 2026. This meeting was conducted at the Department of Motor Vehicles, 2300 W. Broad Street, Executive Conference Room 702, Richmond, Virginia.

The following Sub-Committee members were present:

Tim Pohanka
James Church
M'Lissa Dunn
Ed Maulbeck

The following MVDB staff present for all or part of the meeting:

LaTasha Hill
Ann Majors
Kelley Smith
Tenisha Wallace

The following other individuals were present for all or part of the meeting:

Anne Gambardella – VADA
John Summer – JTZ

Alexander Page represented the Attorney General's office.

APPROVAL OF AGENDA – Ed Maulbeck moved to approve the agenda for May 11, 2026. M'Lissa Dunn seconded the motion. The motion carried.

PUBLIC COMMENT – No public comment.

NEW BUSINESS –

Advertising Investigation Services Presentation

The Advertising Sub-committee listened to a presentation from JTZ Enterprises that could assist the Board with tracking advertising violations. The sub-committee requested another presentation by JTZ Enterprises at the next Board meeting with pricing scenarios.

Advertising Statutory and Regulatory Requirements

The Advertising Sub-committee discussed the issues surrounding advertising violations for power sports dealers and the differences between requirements. They also discussed the need to change the Code of Virginia if the Board wanted to create more stringent advertising for power sports dealers. Board staff agreed to bring another educational letter to the Advertising Committee to be sent to all dealers, not only power sports dealers.

The Advertising Sub-Committee asked that Board staff bring proposed changes to any advertising policy to the July 13, 2026 Advertising Committee.

NEXT MEETING – Sub-Committee Chair Pohanka announced the next Advertising Committee meeting is scheduled for July 13, 2026.

The Advertising Sub-Committee meeting adjourned at 2:49 p.m.

Minutes of Meeting **Dealer Practices Committee**

The Dealer Practices Committee meeting was called to order by Chair Andrew Wiley at 9:01 a.m. on Monday, May 11, 2026. This meeting was conducted at the Department of Motor Vehicles, 2300 W. Broad Street, Executive Conference Room 702, Richmond, Virginia.

The following Committee members were present:

Tom Barton
Gail Davis
M'Lissa Dunn
Joe Gopaul
Carl Hart
Chip Lindsay
Dick Myers
Tim Pohanka
Don Sullivan
Andrew Wiley

The following Committee members were absent:

Kevin Reynolds

Other Board Members present:

James Church
Saundra M. Jack
Lynn Martin
Ed Maulbeck

The following MVDB staff present for all or part of the meeting:

Micah Bailey
LaTasha Hill
Lisa Mack-Nelson
Ann Majors
Kelley Smith
Michael Thornton
Tenisha Wallace

The following other individuals were present for all or part of the meeting:

Barbara Arkwright – DMV
Carla Jackson – DMV
Werner Versch – DMV
Alacia Moore – DMV
Anne Gambardella – VADA
Alvin Melendez – VIADA
John Summer – JTZ
Joseph Joe – Respondent
Asad Najafe – Respondent
Ryan Prosser – Respondent
Jeremy Coleman – Respondent
Thomas “Tom” Bates – Former Board Member

Alexander Page represented the Attorney General’s office.

APPROVAL OF AGENDA – M'Lissa Dunn moved to approve the agenda for May 11, 2026. Don Sullivan seconded the motion. The motion carried.

The March 9, 2026 meeting minutes 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 –

Review and Action: Informal Fact-Finding Conferences:

Autosource LLC and Dwaine G. Tolliver - #35047. On March 24, 2026, an informal fact-finding conference was conducted to address the alleged violations of Virginia Code §§ 46.2-1533 and 46.2-1575(2). Based on the information provided at the conference, the hearing officer recommended assessing a civil penalty of \$250.00.

Dwaine G. Tolliver was not present. Before the meeting, Mr. Tolliver submitted an email requesting that the matter be postponed until the next Board meeting.

Tim Pohanka moved to continue the matter until the July 13, 2026 Board meeting.

Dick Myers seconded the motion. The motion carried.

Expert Auto Outlet LLC and Celia Canas - #51078. On February 24, 2026, an informal fact-finding conference was conducted to address the alleged violations of Virginia Code §§ 46.2-1528 and 46.2-1537. Based on the information provided at the conference, the hearing officer recommended assessing a civil penalty of \$2,000.00; a satisfactory follow-up inspection by a Motor Vehicle Dealer Board field representative within 45 days; and successful completion of the 2-day dealer-operator course within 30 days.

Gail Davis moved to amend the hearing officer's recommendation and assess a civil penalty of \$2,000.00 and revoke the Dealer-Operator license.

Dick Myers seconded the motion. The motion carried.

First Class Auto Sales LLC and Joseph Joe - #43315. On February 26, 2026, an informal fact-finding conference was conducted to address the alleged violations of Virginia Code §§ 46.2-1533 and 46.2-1575(2). Based on the information provided at the conference, the hearing officer recommended assessing a civil penalty of \$1,500.00, and successful completion of the 2-day dealer-operator course by Michael Spruill.

Tim Pohanka moved to amend the hearing officer's recommendation and assess a civil penalty of \$1,500.00 and require a follow-up inspection within 45 days.

Joe Gopaul seconded the motion. The motion carried.

Mega Auto Outlet LLC and Rukhsana Akbar - #52929. On April 2, 2026, an informal fact-finding conference was conducted to address the alleged violations of Virginia Code §§ 46.2-1542, 46.2-1559, 46.2-1574, and 46.2-1575 (1), (2), (6), and (14). Based on the information provided at the conference, the hearing officer recommended assessing a civil penalty of \$5,250.00.

Tim Pohanka moved to amend the hearing officer's recommendation and assess a civil penalty of \$31,000.00, revoke the Dealer-Operator license, and revoke the dealer license.

Don Sullivan seconded the motion. The motion carried.

AMG Motors, Inc. t/a Lease Return Center and Asad Najafe - #30418. On April 9, 2026, an informal fact-finding conference was conducted to address the alleged violations of Virginia Code §§ 46.2-1542, 46.2-1559, 46.2-1574, and 46.2-1575 (2) and (6). Based on the information provided at the conference, the hearing officer recommended assessing a civil penalty of \$2,250.00; a satisfactory follow-up inspection of the dealer records with the dealer present; and proper use of POD system by a Motor Vehicle Dealer Board field representative and successful completion of the 2-day dealer-operator course.

M'Lissa Dunn moved to amend the Hearing Officer's recommendation and assess a civil penalty of \$750.00, a satisfactory follow-up inspection of the dealer records with the dealer present, and proper use of POD system by a Motor Vehicle Dealer Board field representative and successful completion of the 2-day dealer-operator course.

Gail Davis seconded the motion. The motion carried.

NEW BUSINESS FROM THE FLOOR – M'Lissa Dunn raised concerns regarding dealers utilizing auction licenses to sell vehicles through Facebook Marketplace.

NEXT MEETING - Committee Chair Wiley announced the next meeting is scheduled for July 13, 2026.

The Dealer Practices Committee meeting adjourned at 10:20 a.m.

Minutes of Meeting
Motor Vehicle Dealer Board

The Motor Vehicle Dealer Board meeting was called to order by acting Chair Andrew Wiley at 11:06 a.m. on Monday, May 11, 2026. This meeting was conducted at the Department of Motor Vehicles, 2300 W. Broad Street, Executive Conference Room 702, Richmond, Virginia.

The following Board members were present:

Tom Barton
James Church
Gail Davis
M'Lissa Dunn
Joe Gopaul
Carl Hart
Saundra M. Jack
Chip Lindsay
Lynn Martin
Ed Maulbeck
Dick Myers
Tim Pohanka
Don Sullivan
Andrew Wiley

The following Board members were absent:

Kevin Reynolds

The following MVDB staff present for all or part of the meeting:

Micah Bailey
LaTasha Hill
Lisa Mack-Nelson
Ann Majors
Kelley Smith
Michael Thornton
Tenisha Wallace

The following other individuals were present for all or part of the meeting:

Barbara Arkwright – DMV Carla
Jackson – DMV
Werner Versch – DMV
Alacia Moore – DMV
Anne Gambardella – VADA
Alvin Melendez – VIADA
John Summer – JTZ
Joseph Joe – Respondent
Asad Najafe – Respondent
Ryan Prosser – Respondent
Jeremy Coleman – Respondent
Thomas “Tom” Bates – Former Board Member

Alexander Page represented the Attorney General’s office.

APPROVAL OF AGENDA – An amendment to the agenda was requested to move a resolution recognizing former Board member, Tom Bates, from later in the agenda to before the Public Comment Period.

Tim Pohanka moved to approve the agenda as amended.

Dick Myers seconded the motion. The motion carried.

APPROVAL OF MINUTES – The March 9, 2026 meeting minutes were approved.

Resolution – Recognition of Tom Bates – Acting Chair, Wiley introduced a resolution honoring Tom Bates for his service to the Motor Vehicle Dealer Board.

MOTOR VEHICLE DEALER BOARD

Resolution To

Tom Bates

WHEREAS, Tom Bates faithfully and diligently served as a member of the Motor Vehicle Dealer Board from 2021 to 2026; and

WHEREAS, Tom Bates has given generously of his knowledge, time, and talent to the Board, including serving as Vice-Chair of the Board’s Transaction Recovery Fund Committee and a member of the Board’s other statutory committees, as well as, providing expertise to the Board as needed; and

WHEREAS, Tom Bates endeavored always to protect the health, safety, and well-

being of the public by rendering fair and wise decisions, which were in the best interest of the Board and the Commonwealth's citizens; and

WHEREAS, the Motor Vehicle Dealer Board acknowledges its gratitude and deepest appreciation for the devoted service of Tom Bates, who is highly regarded by the members of the Board and the citizens of the Commonwealth.

NOW, THEREFORE, BE IT RESOLVED, by the Motor Vehicle Dealer Board, this eleventh day of May, in the year two-thousand and twenty-six, that Tom Bates be given all honors and respect due for his outstanding service to the Commonwealth, its citizens, and the Motor Vehicle Dealer Board; and

BE IT FURTHER RESOLVED, that this Resolution be presented to him and be made a part of the official minutes of the Board so that all may know of the high regard in which he is held.

Tim Pohanka moved to accept the resolution.

M'Lissa Dunn seconded the resolution. The resolution carries unanimously.

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:

Autosource LLC and Dwaine G. Tolliver - #35047. Tim Pohanka moved to continue the matter until the July 13, 2026 Board meeting.

Don Sullivan seconded the motion. The motion carried.

Expert Auto Outlet LLC and Celia Canas - #51078. Dick Myers moved to assess a civil penalty of \$2,000.00 and revoke the Dealer-Operator license.

Don Sullivan seconded the motion. The motion carried.

First Class Auto Sales LLC and Joseph Joe - #43315. Tim Pohanka moved to assess a civil penalty of \$1,500.00 and require a follow-up inspection within 45 days.

Ed Maulbeck seconded the motion. The motion carried.

Mega Auto Outlet LLC and Rukhsana Akbar - #52929. Ed Maulbeck moved to assess a civil penalty of \$31,000.00, revoke the dealer license, and revoke the Dealer-Operator certificate.

Gail Davis seconded the motion. The motion carried.

AMG Motors, Inc. t/a Lease Return Center and Asad Najafe - #30418. Tim Pohanka moved to assess a civil penalty of \$750.00, a satisfactory follow-up inspection of the dealer records with the dealer present, and proper use of POD system by a Motor Vehicle Dealer Board field representative within 45 days, and successful completion of the 2-day dealer-operator course within 60 days.

M'Lissa Dunn seconded the motion. The motion carried.

Licensing Committee

Committee Chair M'Lissa Dunn summarized discussions held during the Committee Meeting.

Advertising Committee

Committee Chair Tim Pohanka summarized discussions held during the Committee Meeting.

Transaction Recovery Fund Committee

Committee Chair Ed Maulbeck summarized discussions held and actions taken during the Committee Meeting.

Review and Action: Informal Fact-Finding Conferences:

Emanuel White v. Car Net Auto, LLC. Don Sullivan moved to approve the Hearing Officer's decision to pay claim of \$5,066.56.

Chip Lindsay seconded the motion. The motion carried.

OLD BUSINESS – No old business.

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

NEW BUSINESS –

Association Updates:

VADA: Anne Gambardella reported that resources for new dealers and other interested parties are available on the VADA website and added that a Board-adopted social media policy (with sample) is also available on the website.

VIADA: Alvin Melendez requested that future Board books include individual tabs for agenda sections.

Resolutions:

Recognition of Chris Maher – Andrew Wiley introduced a resolution honoring Chris Maher for his service to the Motor Vehicle Dealer Board.

MOTOR VEHICLE DEALER BOARD

Resolution To

Chris Maher

WHEREAS, Chris Maher faithfully and diligently served as a member of the Motor Vehicle Dealer Board from 2017 to 2025; and

WHEREAS, Chris Maher has given generously of his knowledge, time, and talent to the Board, including serving as a Board Vice Chair, Chair of the Transaction Recovery Fund Committee, and a member of the Board's other statutory committees, as well as, providing expertise to the Board as needed; and

WHEREAS, Chris Maher endeavored always to protect the health, safety, and well-being of the public by rendering fair and wise decisions, which were in the best interest of the Board and the Commonwealth's citizens; and

WHEREAS, the Motor Vehicle Dealer Board acknowledges its gratitude and deepest appreciation for the devoted service of Chris Maher, who is highly regarded by the members of the Board and the citizens of the Commonwealth.

NOW, THEREFORE, BE IT RESOLVED, by the Motor Vehicle Dealer Board, this eleventh day of May, in the year two-thousand and twenty-six, that Chris Maher be given all honors and respect due for his outstanding service to the Commonwealth, its citizens, and the Motor Vehicle Dealer Board; and

BE IT FURTHER RESOLVED, that this Resolution be presented to him and be made a part of the official minutes of the Board so that all may know of the high regard in which he is held.

Ed Maulbeck moved to accept the resolution.

M'Lissa Dunn seconded the resolution. The resolution carries unanimously.

Recognition of Jeff Ryer – Andrew Wiley introduced a resolution honoring Jeff Ryer for his service to the Motor Vehicle Dealer Board.

MOTOR VEHICLE DEALER BOARD

Resolution To

Jeff Ryer

WHEREAS, Jeff Ryer faithfully and diligently served as a member of the Motor Vehicle Dealer Board from 2025 to 2026; and

WHEREAS, Jeff Ryer has given generously of his knowledge, time, and talent to the Board, including serving as a member of the Board’s statutory committees, as well as, providing expertise to the Board as needed; and

WHEREAS, Jeff Ryer endeavored always to protect the health, safety, and well-being of the public by rendering fair and wise decisions, which were in the best interest of the Board and the Commonwealth’s citizens; and

WHEREAS, the Motor Vehicle Dealer Board acknowledges its gratitude and deepest appreciation for the devoted service of Jeff Ryer, who is highly regarded by the members of the Board and the citizens of the Commonwealth.

NOW, THEREFORE, BE IT RESOLVED, by the Motor Vehicle Dealer Board, this eleventh day of May, in the year two-thousand and twenty-six, that Jeff Ryer be given all honors and respect due for his outstanding service to the Commonwealth, its citizens, and the Motor Vehicle Dealer Board; and

BE IT FURTHER RESOLVED, that this Resolution be presented to him and be made a part of the official minutes of the Board so that all may know of the high regard in which he is held.

Tim Pohanka moved to accept the resolution.

Dick Myers seconded the resolution. The resolution carries unanimously.

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

EXECUTIVE DIRECTOR REPORT

Executive Director Kelley Smith provided an update regarding the APA audit.

The Executive Director presented a proposed policy concerning criminal background checks for salesperson applicants. The Board discussed the proposed policy.

The Executive Director proposed an increase to the administrative fee associated with violations of Virginia Code § 46.2-1533. The Board discussed the proposal. The Executive Director will provide a cost analysis of the average administrative cost associated with such violations at the next Board meeting.

The Executive Director provided updates regarding licensing and credentialing operations, including the emailing of licenses and renewal notices.

The Executive Director discussed technology and infrastructure improvements, including storage solution upgrades, internet service improvements, phone system modernization, and enhancements to the MVDB website.

The Executive Director requested authority to grant first-time continuance requests, when appropriate, for matters pending before the Board.

A motion was made.

Dick Myers moved to delegate such authority to the Executive Director.

James Church seconded the motion. The motion carried.

NEXT MEETING - Acting Chair Wiley announced the next meeting is scheduled for July 13, 2026.

The Motor Vehicle Dealer Board meeting adjourned at 12:54 p.m.

Minutes of Meeting **Licensing Committee**

The Licensing Committee meeting was called to order by Chair M'Lissa Dunn at 10:21 a.m. on Monday, May 11, 2026. This meeting was conducted at the Department of Motor Vehicles, 2300 W. Broad Street, Executive Conference Room 702, Richmond, Virginia.

The following Committee members were present:

M'Lissa Dunn
James Church
Carl Hart
Chip Lindsay
Lynn Martin
Ed Maulbeck
Dick Myers
Tim Pohanka
Don Sullivan
Andrew Wiley

The following Committee members were absent:

Kevin Reynolds

Other Board Members present:

Saundra M. Jack
Tom Barton
Gail Davis
Joe Gopaul

The following MVDB staff present for all or part of the meeting:

Micah Bailey
LaTasha Hill
Lisa Mack-Nelson
Ann Majors
Kelley Smith
Michael Thornton
Tenisha Wallace

The following other individuals were present for all or part of the meeting:

Barbara Arkwright – DMV
Carla Jackson – DMV
Werner Versch – DMV
Alacia Moore – DMV
Anne Gambardella – VADA
Alvin Melendez – VIADA
John Summer – JTZ
Joseph Joe – Respondent
Asad Najafe – Respondent
Ryan Prosser – Respondent
Jeremy Coleman – Respondent
Thomas “Tom” Bates – Former Board Member

Alexander Page represented the Attorney General’s office.

APPROVAL OF AGENDA – Ed Maulbeck moved to approve the agenda for May 11, 2026. Dick Myers seconded the motion. The motion carried.

The March 9, 2026 meeting minutes 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.

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

NEXT MEETING - Committee Chair Dunn announced the next meeting is scheduled for July 13, 2026.

The Licensing Committee meeting adjourned at 10:23 a.m.

Minutes of Meeting **Transaction Recovery Fund Committee**

The Transaction Recovery Fund Committee meeting was called to order by Chair Ed Maulbeck at 10:33 a.m. on Monday, May 11, 2026. This meeting was conducted at the Department of Motor Vehicles, 2300 W. Broad Street, Executive Conference Room 702, Richmond, Virginia.

The following Committee members were present:

Ed Maulbeck
Tom Barton
M'Lissa Dunn
Joe Gopaul
Don Sullivan
Chip Lindsay
Lynn Martin
Dick Myers
Tim Pohanka
Andrew Wiley

The following Committee members were absent:

Kevin Reynolds

Other Board Members present:

James Church
Gail Davis
Carl Hart
Saundra M. Jack

The following MVDB staff present for all or part of the meeting:

Micah Bailey
LaTasha Hill
Lisa Mack-Nelson
Ann Majors
Kelley Smith
Michael Thornton
Tenisha Wallace

The following other individuals were present for all or part of the meeting:

Barbara Arkwright – DMV Carla
Jackson – DMV
Werner Versch – DMV
Alacia Moore – DMV
Anne Gambardella – VADA
Alvin Melendez – VIADA
John Summer – JTZ
Joseph Joe – Respondent
Asad Najafe – Respondent
Ryan Prosser – Respondent
Jeremy Coleman – Respondent
Thomas “Tom” Bates – Former Board Member

Alexander Page represented the Attorney General’s office.

APPROVAL OF AGENDA – Don Sullivan moved to approve the agenda for May 11, 2026. Tim Pohanka seconded the motion. The motion carried.

The March 9, 2026 meeting minutes 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 –

Review and Action: Informal Fact-Finding Conferences:

Emanuel White v. Car Net Auto, LLC. On April 27, 2026, an informal fact-finding conference was conducted to consider a claim of compensation from the Motor Vehicle Transaction Recovery Fund. Based on the information provided at the conference, the hearing officer recommends that the claim meets the Fund requirements and a payment of \$5,066.56 should be considered.

Jeremy Coleman of Car Net Auto, LLC, was in attendance to speak.

Andrew Wiley moved to accept the hearing officer’s recommendation.

Don Sullivan seconded the motion. The motion carried.

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

NEXT MEETING - Committee Chair Maulbeck announced the next meeting is scheduled for July 13, 2026.

The Transaction Recovery Fund Committee meeting adjourned at 10:53 a.m.