

Meeting Summary

Functional Area:

Credentialing Work Session Issue and Renew #23

Date:

December 12, 2007

Location:

Richmond VA CRM 131



Meeting called by: Angela Burrell

Albert DeLucia
Yolonda Fleming
Jeff Harper
Deborah Wells
Donyale Walker

Eula Moore-Anderson
Joe Owsiak
Hank Ramsey
Peter Iaricci

Sue Matthews
Gerry Slade

Preparation for meeting:

Distributed minutes from December 5

Session Goals and Objectives:

Review and Validation of the following Title and Registration Process Flows in EA:

- Abandoned Vehicles

Summary:

Completed the following Scenarios :

- Issue Abandoned Vehicle in a Garage
- Issue Abandoned Vehicle inoperable and left unattended on public property other than an interstate highway or primary highway
- Issue Abandoned Vehicle inoperable, left unattended, or both, on interstate highway or on the shoulder of a primary highway
- Issue Abandoned Vehicle that has remained illegally on public property for more than 48 hours

Plans for Next Workshop:

Review and Validate the following Title and Registration Process Flows in EA:

- Dealer Licenses

Homework for Next Workshop:

- None

Scenario Report with Requirements

Package: Issue Abandoned Vehicle

Detail:			
Use Case Name:	Issue Abandoned Vehicle in a Garage		
Status:			
Author:			
Created on:	12/5/2007	Modified on:	12/12/2007
Notes:	<p>Definition: A motor vehicle, trailer, or semi-trailer, or parts and pieces thereof that are: -Inoperable and is left unattended on public property not including an interstate or primary highway for more than 48 hours -Has remained illegally on public property for more than 48 hours -Has remained for more than 48 hours on private property without the consent of property owner regardless of whether it was brought onto the private property with the consent of the owner or person in control of that property -Is inoperable, left unattended, or both on an interstate highway -Is inoperable, left unattended, or both on the shoulder of a primary highway</p> <p>Note: If left in a garage and abandoned for more than 10 days or for more than 10 days after contract period</p> <p>Note: Inoperable abandoned motor vehicle means an abandoned motor vehicle which is inoperable and whose fair market value, as determined by the locality's official responsible for assessing motor vehicles under section 58.1-3503 is less than the cost of its restoration to an operable condition.</p> <p>Note: Property Owner includes a Person in Control of the Property</p> <p>Basic Flow: -Garage keeper may submit Information Request Form (CRD93) via mail, walk-in, online, fax See Alternate No Title requested -DMV Rep enters data -System verifies NCIC -System verifies VINASSIST -System verifies NADA -System verifies NMVTIS -System calculates Abandoned Vehicle transcript fee -DMV rep collects fee -System prints Abandoned Vehicle transcript -Garage keeper receives transcript See Alternate No Record Found -Garage keeper sends notice of intent to apply for VA title via certified or registered mail with return receipt requested if not claimed or removed within 15 days. -Garage keeper submits certificate of title application, Notarized Affidavit of Compliance with Abandoned Motor Vehicle Act, Returned Mail Signed Receipt or unopened mail, transcript and copy of notice Invoke Issue Original Title</p> <p>Alternate No Record Found -Garage keeper contact every titling jurisdiction until vehicle record is found or no record found documents from every titling jurisdiction</p>		

	<p>-Garage keeper must provide certification showing the names and address of owner and lien holder and proof of notification</p> <p>Alternate No Title requested</p> <p>-Garage keeper obtains the signature of the local official that the vehicle is inoperable (VSA44 Disposition of Motor Vehicle Form)</p> <p>-Garage keeper gives the VSA44 to a licensed Vehicle Removal Operator or Demolisher.</p> <p>Invoke Issue Non repairable Certificate</p> <p>Future:</p> <p>-Require VIN inspection for all vehicles being titled without supporting VIN documentation for all vehicles</p> <p>-Review 46.2-1200 -1208 in conjunction with title 43 review</p>
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Linked Requirements:

Name: DMV shall title abandoned vehicle in accordance with Chapter 12 of the VA Motor Vehicle code.

Notes:

Name: Garage keeper shall notify vehicle owner and lien holder to reclaim vehicle within 15 days from date of notice receipt

Notes:

Name: Garage keeper shall send notice of intent to apply for VA title via certified or registered mail with return receipt requested if not claimed or removed within thirty days.

Notes:

Use Case Name:	Issue Abandoned Vehicle inoperable and left unattended on public property other than an interstate highway or primary highway
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Status:	
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Author:	
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Created on:	12/5/2007	Modified on:	12/12/2007
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Notes:	<p>Definition:</p> <p>A motor vehicle, trailer, or semi-trailer, or parts and pieces thereof that are:</p> <ul style="list-style-type: none"> -Inoperable and is left unattended on public property not including an interstate or primary highway for more than 48 hours -Has remained illegally on public property for more than 48 hours -Has remained for more than 48 hours on private property without the consent of property owner regardless of whether it was brought onto the private property with the consent of the owner or person in control of that property -Is inoperable, left unattended, or both on an interstate highway -Is inoperable, left unattended, or both on the shoulder of a primary highway <p>Note: Inoperable abandoned motor vehicle means an abandoned motor vehicle which is inoperable and whose fair market value, as determined by the locality's official responsible for assessing motor vehicles under section 58.1-3503 is less than the cost of its restoration to an operable condition.</p> <p>Note: If the jurisdiction has a local statute that allows it to auction the vehicle no title is needed to title the vehicle in the purchaser's name. If the locality does not have a statute then the locality follows DMV's procedures.</p> <p>Basic Flow:</p> <ul style="list-style-type: none"> -Authorized Official at the public facility calls towing company -Towing company or Government Official submits Information Request Form
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	<p>(CRD93) via mail, walk-in, online, fax</p> <ul style="list-style-type: none"> -DMV Rep enters data -System verifies NCIC -System verifies VINASSIST -System verifies NADA -System verifies NMVTIS -System calculates Abandoned Vehicle transcript fee (if applicable) -DMV rep collects fee (if applicable) -System prints Abandoned Vehicle transcript -Towing company or Government Official receives transcript <p>See Alternate No Record Found</p> <ul style="list-style-type: none"> -Towing company or Government Official sends notice of intent to apply for VA title via certified or registered mail with return receipt requested if not claimed or removed within thirty days. If manufactured home within 120 days. -Towing company or Government Official submits certificate of title application, Notarized Affidavit of Compliance with Abandoned Motor Vehicle Act, Returned Mail Signed Receipt or unopened mail, transcript and copy of notice <p>Invoke Issue Original Title</p> <p>Alternate No Record Found</p> <ul style="list-style-type: none"> -Towing company or Government Official contact every titling jurisdiction until vehicle record is found or no record found documents from every titling jurisdiction -Towing company or Government Official must provide certification showing the names and address of owner and lien holder and proof of notification <p>Future:</p> <ul style="list-style-type: none"> -Require VIN inspection for all vehicles being titled without supporting VIN documentation for all vehicles
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Linked Requirements:

Name: DMV shall title abandoned vehicle in accordance with Chapter 12 of the VA Motor Vehicle code.

Notes:

Name: Towing company or Government Official shall notify vehicle and lien holder of intent to title after 48 hours

Notes:

Name: Towing company or Government Official shall send notice of intent to apply for VA title via certified or registered mail with return receipt requested if not claimed or removed within thirty days. If manufactured home within 120 days.

Notes:

Use Case Name:	Issue Abandoned Vehicle inoperable, left unattended, or both, on interstate highway or on the shoulder of a primary highway		
Status:			
Author:			
Created on:	12/5/2007	Modified on:	12/13/2007
Notes:	<p>Definition:</p> <p>A motor vehicle, trailer, or semi-trailer, or parts and pieces thereof that are:</p> <ul style="list-style-type: none"> -Inoperable and is left unattended on public property not including an interstate or primary highway for more than 48 hours -Has remained illegally on public property for more than 48 hours -Has remained for more than 48 hours on private property without the consent of 		

property owner regardless of whether it was brought onto the private property with the consent of the owner or person in control of that property

-Is inoperable, left unattended, or both on an interstate highway

-Is inoperable, left unattended, or both on the shoulder of a primary highway

Note: Inoperable abandoned motor vehicle means an abandoned motor vehicle which is inoperable and whose fair market value, as determined by the locality's official responsible for assessing motor vehicles under section 58.1-3503 is less than the cost of its restoration to an operable condition.

Note: If the jurisdiction has a local statute that allows it to auction the vehicle no title is needed to title the vehicle in the purchaser's name. If the locality does not have a statute then the locality follows DMV's procedures.

Basic Flow:

-Authorized Official calls towing company

-Towing company or Government Official submits Information Request Form (CRD93) via mail, walk-in, online, fax

-DMV Rep enters data

-System verifies NCIC

-System verifies VINASSIST

-System verifies NADA

-System verifies NMVTIS

-System calculates Abandoned Vehicle transcript fee (if applicable)

-DMV rep collects fee (if applicable)

-System prints Abandoned Vehicle transcript

-Towing company or Government Official receives transcript

See Alternate No Record Found

-Towing company or Government Official sends notice of intent to apply for VA title via certified or registered mail with return receipt requested if not claimed or removed within thirty days. If manufactured home within 120 days.

-Towing company or Government Official submits certificate of title application, Notarized Affidavit of Compliance with Abandoned Motor Vehicle Act, Returned Mail Signed Receipt or unopened mail, transcript and copy of notice

Invoke Issue Original Title

Alternate No Record Found

-Towing company or Government Official contact every titling jurisdiction until vehicle record is found or no record found documents from every titling jurisdiction

-Towing company or Government Official must provide certification showing the names and address of owner and lien holder and proof of notification

Future:

-Require VIN inspection for all vehicles being titled without supporting VIN documentation for all vehicles

Linked Requirements:

Name: DMV shall title abandoned vehicle in accordance with Chapter 12 of the VA Motor Vehicle code.

Notes:

Name: Towing company or Government Official shall notify vehicle and lien holder of intent to title after 48 hours

Notes:

Name: Towing company or Government Official shall send notice of intent to apply for VA title via certified or registered mail with return receipt requested if not claimed or removed within thirty days. If manufactured

home within 120 days.

Notes:

Use Case Name:	Issue Abandoned Vehicle on Private Property other than Garages		
Status:			
Author:			
Created on:	12/5/2007	Modified on:	12/12/2007
Notes:	<p>Definition: A motor vehicle, trailer, or semi-trailer, or parts and pieces thereof that are: -Inoperable and is left unattended on public property not including an interstate or primary highway for more than 48 hours -Has remained illegally on public property for more than 48 hours -Has remained for more than 48 hours on private property without the consent of property owner regardless of whether it was brought onto the private property with the consent of the owner or person in control of that property -Is inoperable, left unattended, or both on an interstate highway -Is inoperable, left unattended, or both on the shoulder of a primary highway</p> <p>Note: Inoperable abandoned motor vehicle means an abandoned motor vehicle which is inoperable and whose fair market value, as determined by the locality's official responsible for assessing motor vehicles under section 58.1-3503 is less than the cost of its restoration to an operable condition.</p> <p>Note: Property Owner includes a Person in Control of the Property</p> <p>Basic Flow: -Property Owner submits Information Request Form (CRD93) via mail, walk-in, online, fax See Alternate No Title requested -DMV Rep enters data -System verifies NCIC -System verifies VINASSIST -System verifies NADA -System verifies NMVTIS -System calculates Abandoned Vehicle transcript fee -DMV rep collects fee -System prints Abandoned Vehicle transcript -Property Owner receives transcript See Alternate No Record Found -Property Owner sends notice of intent to apply for VA title via certified or registered mail with return receipt requested if not claimed or removed within thirty days. If manufactured home within 120 days. -Property Owner submits certificate of title application, Notarized Affidavit of Compliance with Abandoned Motor Vehicle Act, Returned Mail Signed Receipt or unopened mail, transcript and copy of notice Invoke Issue Original Title</p> <p>Alternate No Record Found -Property Owner contact every titling jurisdiction until vehicle record is found or no record found documents from every titling jurisdiction -Property Owner must provide certification showing the names and address of owner and lien holder and proof of notification</p> <p>Alternate No Title requested</p>		

	<p>-Property Owner obtains the signature of the local official that the vehicle is inoperable (VSA44 Disposition of Motor Vehicle Form)</p> <p>-Property Owner gives the VSA44 to a licensed Vehicle Removal Operator or Demolisher.</p> <p>Invoke Issue Non repairable Certificate</p> <p>Future:</p> <p>-Require VIN inspection for all vehicles being titled without supporting VIN documentation for all vehicles</p>
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Linked Requirements:

Name: DMV shall title abandoned vehicle in accordance with Chapter 12 of the VA Motor Vehicle code.

Notes:

Name: Property Owner shall notify vehicle and lien holder of intent to title after 48 hours

Notes:

Name: Property Owner shall send notice of intent to apply for VA title via certified or registered mail with return receipt requested if not claimed or removed within thirty days. If manufactured home within 120 days.

Notes:

Use Case Name:	Issue Abandoned Vehicle that has remained illegally on public property for more than 48 hours		
Status:			
Author:			
Created on:	12/5/2007	Modified on:	12/13/2007
Notes:	<p>Definition:</p> <p>A motor vehicle, trailer, or semi-trailer, or parts and pieces thereof that are:</p> <ul style="list-style-type: none"> -Inoperable and is left unattended on public property not including an interstate or primary highway for more than 48 hours -Has remained illegally on public property for more than 48 hours -Has remained for more than 48 hours on private property without the consent of property owner regardless of whether it was brought onto the private property with the consent of the owner or person in control of that property -Is inoperable, left unattended, or both on an interstate highway -Is inoperable, left unattended, or both on the shoulder of a primary highway <p>Note: Inoperable abandoned motor vehicle means an abandoned motor vehicle which is inoperable and whose fair market value, as determined by the locality's official responsible for assessing motor vehicles under section 58.1-3503 is less than the cost of its restoration to an operable condition.</p> <p>Note: If the jurisdiction has a local statute that allows it to auction the vehicle no title is needed to title the vehicle in the purchaser's name. If the locality does not have a statute then the locality follows DMV's procedures.</p> <p>Basic Flow:</p> <ul style="list-style-type: none"> -Authorized Official at the public facility calls towing company -Towing company or Government Official submits Information Request Form (CRD93) via mail, walk-in, online, fax -DMV Rep enters data -System verifies NCIC -System verifies VINASSIST -System verifies NADA -System verifies NMVTIS -System calculates Abandoned Vehicle transcript fee (if applicable) -DMV rep collects fee (if applicable) 		

-System prints Abandoned Vehicle transcript
-Towing company or Government Official receives transcript
See Alternate No Record Found
-Towing company or Government Official sends notice of intent to apply for VA title via certified or registered mail with return receipt requested if not claimed or removed within thirty days. If manufactured home within 120 days.
-Towing company or Government Official submits certificate of title application, Notarized Affidavit of Compliance with Abandoned Motor Vehicle Act, Returned Mail Signed Receipt or unopened mail, transcript and copy of notice
Invoke Issue Original Title

Alternate No Record Found

-Towing company or Government Official contact every titling jurisdiction until vehicle record is found or no record found documents from every titling jurisdiction
-Towing company or Government Official must provide certification showing the names and address of owner and lien holder and proof of notification

Future:

-Require VIN inspection for all vehicles being titled without supporting VIN documentation for all vehicles

Linked Requirements:

Name: DMV shall title abandoned vehicle in accordance with Chapter 12 of the VA Motor Vehicle code.

Notes:

Name: Towing company or Government Official shall notify vehicle and lien holder of intent to title after 48 hours

Notes:

Name: Towing company or Government Official shall send notice of intent to apply for VA title via certified or registered mail with return receipt requested if not claimed or removed within thirty days. If manufactured home within 120 days.

Notes: