MEETING SUMMARY
Unconventional Vehicles Working Group

Date of Meeting:	April 19. 2010
Summary Prepared By:	Keith Kiser
Location:	Conference Call
Agenda:	No agenda was created for this meeting

1. Meeting Overview

The purpose of this meeting was to discuss revisions to the draft mini-truck best practice document

2. Attendance at Meeting

Name	*Jurisdiction*	*Invited*	*Attended*
Mark Francis	British Columbia	Yes	Yes
Cindy Gerber	South Dakota	Yes	Yes
Craig Root	California	Yes	No
Doug Hooper	Georgia	Yes	No
Harold Blaney	Quebec	Yes	Yes
Kevin Park	Utah	Yes	Yes
Lori Bowman	Oregon	Yes	Yes
Monica Blackwell	Texas	Yes	Yes
Paul Nilsen	Wisconsin	Yes	No
Rob Termuende	British Columbia	Yes	Yes
Scott Clapper	Delaware	Yes	No
Keith Kiser	AAMVA	Yes	Yes

3. Action items

1. Keith will create and distribute a summary of the meeting
2. Rob will work with Paul to incorporate the agreed changes and then provide the new document to Keith
3. Keith will distribute the draft best practice to the AAMVA membership for their review and comment
4. Keith will forward any comments received to Mark, Rob, and Paul
5. Mark and Keith will schedule the next conference call for some time the second week of June

4. Meeting Notes, Decisions, Issues

1. Mark thanked Rob and Paul, along with Rob's staff for their continued hard work on the draft best practice.
2. Rob provided an overview of the changes that had been made from the original draft and explained the questions that still needed to be discussed and resolved
3. The group agreed to add a new paragraph to the Executive Summary explaining that it was the intent of the working group that jurisdictions should apply the best practice document to not only the used Japanese mini-trucks but also to new, substantially similar vehicles now being manufactured
4. The group agreed to accept the proposed changes shown on other pages of the documents
5. Rob asked that working group members e-mail him any other suggested changes in the next couple of days
6. Rob and Paul will complete the new draft and get it to Keith for distribution to the AAMVA membership. It is hoped the new draft will be completed by April 23rd.
7. The group agreed that we should use all available methods to communicate the draft best practice to the membership. This will include a notice to the VRT contacts in all jurisdictions, an article in the next issue of The Week in Review (TWIR), a notice on the AAMVA website, and inclusion in the CEO newsletter that goes to AAMVA Chief Administrators. Members will be asked to review and return any comments to Keith before the end of May.
8. Keith will work with Mark to establish a date, time, and agenda for a conference call in early to mid June.

5. Next Meeting

Conference Call	Mid-June 2010
Face to Face	September 2010