



SEMI-ANNUAL MEETING OF THE DEALER ADVISORY BOARD

Board Meeting Minutes

2nd April 2025/ITD HQ Lake Coeur d'Alene Conference Room/Teams

ATTENDEES

- Board Members
 - Jim White, *Chairman*
 - Con Paulos, *Vice Chairman*
 - Jim Addis, *Secretary*
 - Tim Sexton, *Member*
 - Bobby Petersen, *Member*
 - Allan Marsh, *Member*
 - David Ballard, *Member*
 - Grant Petersen Jr., *Member (Absent)*
 - Brett Taylor, *Member (Absent)*
 - Kelly Hirning, *Member (Teams)*
 - Tom Robideaux, *Member (Teams)*
- Idaho Transportation Department
 - Braidyn Seeley, *Dealer Operations Supervisor*
 - Lisa McClellan, *DMV Administrator (Teams)*
 - CJ Kendrick, *DMV Deputy Administrator*
 - Heather Fleck, *Stakeholder Program Specialist*
 - Brian Goeke, *Policy Manager*
 - Austen GuJo, *Policy Program Specialist*
 - Mollie McCarty, *ITD Chief External Affairs Officer*
 - Lorraine Dennis, *Business Executive (Teams)*
- Other Attendees
 - Cathy Sexton, *ISIADA*
 - Mike Hunter, *ITS Dealer Education (Absent)*

ORDERS OF BUSINESS

1:32 pm

Chairman White called the meeting to order.

1:40 pm

Attendees introduced themselves including new member David Ballard with Ballard Golf Cars and Powersports representing off-highway vehicle

Agenda Item 1 – Approval of Prior Meeting Minutes

Member Bobby Petersen motioned to table the prior meeting minutes until he can address to minor corrections. Secretary Addis second the motion.

Agenda Item 2- 5 Sale Minimum/Wholesale Dealer Changes

By July 1, 2026, the department's Motor Vehicle Investigators (MVIs) will begin enforcing two key provisions of Idaho Code: 49-1606: Wholesalers can *only* sell to Idaho-licensed dealers and 49-1634: Dealers must sell a *minimum of five vehicles per year* to maintain their license. To prepare for this, the department is currently focusing on education and outreach. Their goal is to personally visit every licensed wholesaler in Idaho by July 1, 2025. So far, 68% have been visited. MVIs are also informing all dealers about the upcoming five-sale minimum, which was featured in the latest dealer newsletter and included with all renewal notices. A statewide wholesaler meeting will be held this fall to further discuss these changes, and the Dealer Advisory Board (DAB) will be invited for dialogue on the business impacts.

Agenda Item 3 – Raising Bond Limits

Secretary Addis proposed increasing bond limits for various dealer types to strengthen consumer protection and reduce reliance on the ICAR Fund. The proposed changes are: Motorcycle, ATV, UTV, truck camper, motorbike, and snowmobile dealers: Bond raised from \$10,000 to \$30,000. Wholesale (used and new) dealers of all types: Bond raised from \$40,000 to \$100,000. These changes aim to ensure dealers have more financial accountability (“skin in the game”). Existing ICAR members will *not* be affected — only new dealers. To implement these changes, Idaho legislation must be amended. Several pathways were discussed: ITD could sponsor the bill directly, an industry association could carry the bill, with ITD offering testimony in support, the governor could review and sign off if he supports the proposal, the Dealer Advisory Board (DAB) could also contribute a letter of support to present to legislators.

Agenda Item 4— Dealer Late Title Filing

Brian Goeke addressed concerns about a noticeable rise in late title filings by dealers. He emphasized the department's efforts to create a standardized response to these delays and stressed the importance of direct engagement with dealer principals to effectively resolve ongoing issues. Currently, about 60-70 dealers with over 50 sales per year have late title filing rates ranging from 20% to 35%, prompting the department to increase direct contact with these businesses. A recurring problem is that outreach often starts with a general manager, which doesn't lead to resolution; only when a Notice of Deficiency (NOD) reaches the dealer principal do they realize there's a problem. To address this, the department is focusing on making initial contact directly with dealer principals—through phone calls and documented communication. Additionally, improvements to the dealer portal are underway, aiming to provide dealer principals with a real-time dashboard showing metrics like exception letters, late filings, and title filing rates to promote better compliance and oversight.

Agenda Item 5 – CarFax/NMVTIS

CJ Kendrick, DMV Deputy Administrator provided an overview of the differences between NMVTIS (National Motor Vehicle Title Information System) brands and insurance declarations, emphasizing key operational updates. One important consideration is an upcoming change in NMVTIS pricing, which means the department can't offer free access to NMVTIS checks outside of the internal team report—a tool integrated with their system and governed by AAMVA requirements. However, dealers have other options: the dealer portal, which includes the E-502 tool, allows users to check a vehicle's NMVTIS status by initiating a title transaction using the VIN. Even if the transaction isn't completed, it can be deleted after retrieving the report. The portal is also mobile-friendly, offering convenience at auctions or on the go. Upcoming enhancements will add features such as entering a trade-in VIN to instantly see any liens, brands, or NMVTIS issues, improving transparency during vehicle transactions. Deputy Administrator Kendrick also noted that Carfax continues to operate independently and does not use this advanced checking system.

Agenda Item 6- Select Dates for Next DAB Meeting

Tuesday, July 8, 2025 1:30-4:30PM

Chairman White made a motion to adjourn the meeting.

Action Items

- Follow up with Bobby Peterson on the corrections he would like to make to the Nov. 2024 meeting minutes- emailed 04/28/25
- Discuss dealer late title filing to exclude TODs.