



1120 SW Fifth Ave, Suite 1331, Portland OR 97204  
 Main: 503-823-5185 TTY: 503-823-6868 Fax: 503-823-7576  
 Portland.gov/Transportation

# TOW ADMINISTRATION ADVISORY COMMITTEE

April 25, 2023 | 3:30 PM – 5:00 PM FINAL

Zoom Conference Call

Private for-Hire Transportation Customer Service: [Regulatory@portlandoregon.gov](mailto:Regulatory@portlandoregon.gov) | 503-823-7483

Schedule	Topic	Presenter	Notes
5 min (3:30 pm – 3:35 pm)	1. Welcome & Introductions	Tracy M. Smith, Facilitator	Members of the Committee and support team introductions.
5 min (3:35 pm – 3:40 pm)	2. Announcements from Committee Members	Donny Callahan, Chair	
5 min (3:40 pm – 3:45 pm)	3. Approval of 2/28/2023 Meeting Summary —Review Action Items	<ul style="list-style-type: none"> <li>Donny Callahan, Chair</li> <li>Camerina Galvan, Notetaker</li> </ul>	Action Item
5 min (3:45 pm – 3:50 pm)	4. Public Comments	Donny Callahan, Chair	<ul style="list-style-type: none"> <li>Opportunity for comment on items not scheduled on the agenda.</li> <li>Please state and spell your complete name and organization.</li> </ul> Objective: Hear comments from: <ol style="list-style-type: none"> <li>Public - Limited to 2 minutes per person.               <ul style="list-style-type: none"> <li>Opportunity for comment on items not scheduled on the agenda.</li> <li>Please state and spell your complete name and organization, and if</li> </ul> </li> </ol>



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			<p>applicable, which topic you are commenting on.</p> <p>2. Committee Deliberation</p> <ul style="list-style-type: none"> <li>Chair may elect to create future topics based on comments received.</li> </ul>
10 min (3:50 pm – 4:00 pm)	5. PBOT Update A. Snow Event Debrief Update B. Contract Update i. New Driver Qualifications ii. Tow Truck Emergency Lighting C. Towing Rates Update	Tim Moore, PBOT	
30 min (4:00 pm – 4:30 pm)	6. Topic Submission: Winter Storm Debrief	Donny Callahan, Chair	Discussion
5 min (4:30 pm – 4:35 pm)	7. Topic Submission: Monthly Towing Reports	Donny Callahan, Chair	Discussion
10 min (4:35 pm – 4:45 pm)	8. Topic Submission: Add Conditions for Electric Vehicle Storage to the Contract	Mike Porter, Newhouse Towing	Discussion
15 min (4:45 pm – 5:00 pm)	9. Ombuds Office: Contract Recommendations	Tim Moore, PBOT	Discussion
5:00 pm	10. Adjourn	Donny Callahan, Chair	

The City of Portland will make reasonable accommodation for people with disabilities. Please notify us no fewer than five (5) business days prior to the event by phone at 503-823-3589, by the City's TTY at 503-823-6868, or by the Oregon Relay Service at 1-800-735-2900.