

NEW MOTOR VEHICLE BOARD

QUARTERLY ADMINISTRATIVE MATTERS REPORT

September 2022

Budget Items

- Current FY Budget – Current 2021/2022 Budget allotments provided by the Department of Finance show a New Motor Vehicle Board budget of \$1,876,032. Revenue and Expenditure details will be provided at the next General Board meeting.
- New Motor Vehicle Board (NMVB) Annual Fee - The NMVB annual collection of fees from manufacturers and distributors has begun. Staff will be collecting \$881,619 from 170 companies within our jurisdiction.
- Arbitration Certification Program (ACP) Annual Fee - The annual collection of ACP fees for 2022 is complete. Staff collected \$1,614,413 from manufacturers within the ACP's jurisdiction and deposited the funds directly into ACP's account.
- Out of State Travel - Discretionary travel for training and conferences is not permitted at this time. Only travel deemed "mission critical" will be considered for approval. As a result, no out of State travel planned for the near future.

A full wrap of budget items for fiscal year 21/22 will be provided at the November 7, 2022, General meeting of the Board.

Mediation program

The Mediation program has received 254 cases since January 1, 2022. The cases are mediated by mediation analysts Holly Victor and Lee Moore.

Staff training

So far in 2022, training has been mostly limited to mandatory classes required for NMVB leadership and training for all NMVB Team members on creating ADA accessible documents. Annually all team members must take a Sexual Harassment Prevention course as well as Privacy and Security Training.

Website update

The Board's website has received 28, 743 visitors to date in 2022. The top three pages viewed by visitors continue to be the Home page, Mediation Request Form and Mediation Overview.

Lease renewal/relocation

The NMVB's long-term lease for its current location expired on July 31, 2021, and we are now operating under a two-year "soft" lease. Preparations are being made to relocate the Board's offices to the Department of Motor Vehicles' Headquarters Campus in Sacramento in mid-2023. Board staff are working with DMV facilities staff on modifications to the new office and Board staff are in the early stages of preparing for the move.

A full update regarding the relocation will be provided at the November 7, 2022, General meeting of the Board.

Pandemic Related update

NMVB team members continue to work a hybrid schedule of three days remote work and two days in the office. The indoor mask mandate has been lifted. Weekly COVID testing of unvaccinated staff is continuing until further notice.

The Department of Motor Vehicles has recently adopted a new Statewide Telework Policy which was developed as a result of the pandemic. All NMVB team members are currently teleworking under an Emergency Telework plan. The new policy will replace the emergency plan and will not change the staff's schedules.

NMVB Contact

If you have any comments or questions regarding this informational update, please contact Dawn Kindel, Assistant Executive Officer at dawn.kindel@nmvb.ca.gov