



WEST VIRGINIA SECRETARY OF STATE

MAC WARNER

ADMINISTRATIVE LAW DIVISION

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Office of West Virginia
Secretary Of State

**NOTICE OF AGENCY APPROVAL OF A PROPOSED RULE AND FILING WITH THE LEGISLATIVE RULE-
MAKING REVIEW COMMITTEE**

AGENCY: Motor Vehicles TITLE-SERIES: 91-24
RULE TYPE: Legislative Amendment to Existing Rule: No Repeal of existing rule: No
RULE NAME: 91-24 State Vehicle Title, Registration and Relicensing Project of 2018

PRIMARY CONTACT

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CITE STATUTORY AUTHORITY: W. Va. Code §§ 17A-3-25 And 29A-3-1 et seq.

EXPLANATION OF THE STATUTORY AUTHORITY FOR THE LEGISLATIVE RULE, INCLUDING A DETAILED SUMMARY OF THE EFFECT OF EACH PROVISION OF THE LEGISLATIVE RULE WITH CITATION TO THE SPECIFIC STATUTORY PROVISION WHICH EMPOWERS THE AGENCY TO ENACT SUCH RULE PROVISION:

The New Rule contains the naming convention for state agencies for the purpose of titling and registering state vehicles.

DATE eFiled FOR NOTICE OF HEARING OR PUBLIC COMMENT PERIOD: 6/27/2019

DATE OF PUBLIC HEARING(S) OR PUBLIC COMMENT PERIOD ENDED: 7/29/2019

COMMENTS RECEIVED: No

(IF YES, PLEASE UPLOAD IN THE COMMENTS RECEIVED FIELD COMMENTS RECEIVED AND RESPONSES TO COMMENTS)

PUBLIC HEARING: No

(IF YES, PLEASE UPLOAD IN THE PUBLIC HEARING FIELD PERSONS WHO APPEARED AT THE HEARING(S) AND TRANSCRIPTS)

RELEVANT FEDERAL STATUTES OR REGULATIONS: No

WHAT OTHER NOTICE, INCLUDING ADVERTISING, DID YOU GIVE OF THE HEARING?

Public Notice Proved Per State Guidelines

SUMMARY OF THE CONTENT OF THE LEGISLATIVE RULE, AND A DETAILED DESCRIPTION OF THE RULE'S PURPOSE AND ALL PROPOSED CHANGES TO THE RULE:

The legislative rule contains the naming convention for state agencies for the purpose of titling and registering state vehicles.

STATEMENT OF CIRCUMSTANCES WHICH REQUIRE THE RULE:

The legislative rule contains the naming convention for state agencies for the purpose of titling and registering state vehicles.

SUMMARIZE IN A CLEAR AND CONCISE MANNER THE OVERALL ECONOMIC IMPACT OF THE PROPOSED LEGISLATIVE RULE:

A. ECONOMIC IMPACT ON REVENUES OF STATE GOVERNMENT:

None.

B. ECONOMIC IMPACT OF THE LEGISLATIVE RULE ON THE STATE OR ITS RESIDENTS:

None.

C. FISCAL NOTE DETAIL:

Effect of Proposal	Fiscal Year		
	2019 Increase/Decrease (use "-")	2020 Increase/Decrease (use "-")	Fiscal Year (Upon Full Implementation)
1. Estimated Total Cost	0	0	0
Personal Services	0	0	0
Current Expenses	0	0	0
Repairs and Alterations	0	0	0
Assets	0	0	0
Other	0	0	0
2. Estimated Total Revenues	0	0	0

D. EXPLANATION OF ABOVE ESTIMATES (INCLUDING LONG-RANGE EFFECT):

Any fiscal impact occurred as a result of implementation of statute. This rule has no fiscal impact.

BY CHOOSING 'YES', I ATTEST THAT THE PREVIOUS STATEMENT IS TRUE AND CORRECT.

Yes
 Ronald David Johnson Jr Mba -- By my signature, I certify that I am the person authorized to file legislative rules, in accordance with West Virginia Code §29A-3-11 and §39A-3-2.

TITLE 91
LEGISLATIVE RULE
DEPARTMENT OF MOTOR VEHICLES

SERIES 24
STATE VEHICLE TITLE, REGISTRATION AND RELICENSING PROJECT OF 2018

§91- 24 -1. General.

1.1. Scope. -- This legislative rule establishes a standardized naming convention for state owned or leased motor vehicles required to be titled and registered by the Division of Motor Vehicles pursuant to the requirements of § 17A-3-25 known as the “State Vehicle Title, Registration, and Relicensing Project of 2018.”

1.2. Authority. – W. Va. Code § § 17A-3-25 and 29A-3-1 et seq.

1.3. Filing Date. -- _____

1.4. Effective Date. -- _____

1.5. This rule shall terminate and have no further force or effect upon the expiration of 5 years from its effective date.

§91- 24 -2. Application And Enforcement.

2.1. Application. This legislative rule applies to state vehicle for each agency, office or spending unit for the purpose of issuing new title, registration, and license plates.

2.2 Enforcement. – Enforcement of this legislative rule is vested with the Commissioner of Motor Vehicles.

§91 - 24-3. Definitions.

The following definitions apply in the interpretation and enforcement of this legislative rule

3.1. Commissioner. – The executive officer of the Division of Motor Vehicles as appointed by the Governor.

3.2. Division. – The Division of Motor Vehicles.

§91 - 24- 4. Standardized Naming Convention.

4.1 All vehicles owned by the state shall be titled and registered under a standard naming convention consisting of a numeric code and the name of the state agency, office or spending unit as it appears in the central accounting system.

4.2. Appendix A to this rule is the assigned naming convention for each agency, office or spending unit.

4.3. Any agency, office or spending unit created after this rule, shall be assigned a naming convention in accordance with this rule.

4.4. The Division may not be compelled to issue replacement titles or registrations for any agency, office or spending unit that undergoes a name change.

4.5. Any vehicle leased by the state shall be titled and registered in the name of the owner in the care of the name of the state agency, office or spending unit in accordance with the naming convention assigned herein.

APPENDIX A

0100	<u>GOVERNORS OFFICE</u>
0201	<u>SECRETARY OF ADMINISTRATION</u>
0203	<u>CONSOLIDATED PUBLIC RETIREMENT BOARD</u>
0204	<u>TEACHERS RETIREMENT SYSTEM</u>
0205	<u>PUBLIC EMPLOYEES RETIREMENT SYSTEM</u>
0206	<u>JUDGES RETIREMENT SYSTEM</u>
0207	<u>PUBLIC SAFETY RETIREMENT SYSTEM</u>
0208	<u>TEACHERS DEFINED CONTRIBUTION PLAN</u>
0209	<u>FINANCE DIVISION</u>
0210	<u>INFORMATION SERVICES AND COMMUNICATIONS</u>
0211	<u>GENERAL SERVICES DIVISION</u>
0212	<u>STATEWIDE MASTER AGREEMENTS</u>
0213	<u>PURCHASING DIVISION</u>
0214	<u>SURPLUS PROPERTY</u>
0215	<u>TRAVEL MANAGEMENT</u>
0216	<u>FLEET MANAGMENT DIVISION</u>
0217	<u>COMMISSION ON UNIFORM STATE LAWS</u>
0218	<u>BOARD OF RISK AND INSURANCE MANAGEMENT</u>
0219	<u>PUBLIC EMPLOYEES GRIEVANCE BOARD</u>
0220	<u>ETHICS COMMISSION</u>
0221	<u>PUBLIC DEFENDER SERVICES</u>
0222	<u>DIVISION OF PERSONNEL</u>
0224	<u>COMMODITIES AND SERVICES FROM THE HANDICAPPED</u>
0225	<u>PUBLIC EMPLOYEES INSURANCE AGENCY</u>
0228	<u>PROSECUTING ATTORNEYS INSTITUTE</u>
0229	<u>DEPUTY SHERIFF RETIREMENT SYSTEM</u>
0230	<u>CHILDRENS HEALTH INSURANCE AGENCY</u>
0231	<u>OFFICE OF TECHNOLOGY</u>

0232	<u>RETIREE HEALTH BENEFIT TRUST FUND</u>
0233	<u>REAL ESTATE DIVISION</u>
0234	<u>EMERGENCY MEDICAL SERVICES RETIREMENT SYSTEM</u>
0235	<u>MUNICIPAL POLICE OFFICERS AND FIREFIGHTERS RETIREMENT SYSTEM</u>
0235	<u>MUNICIPAL POLICE OFFICERS AND FIREFIGHTERS RETIREMENT SYSTEM</u>
0236	<u>WV PUBLIC SAFETY DEATH DIS & RETIREMENT SYS PLAN A</u>
0237	<u>WV STATE POLICE RETIREMENT SYSTEM PLAN B</u>
0303	<u>DIVISION OF FINANCIAL INSTITUTIONS</u>
0304	<u>WEST VIRGINIA TOURISM OFFICE</u>
0305	<u>DIVISION OF FORESTRY</u>
0306	<u>GEOLOGICAL AND ECONOMIC SURVEY</u>
0307	<u>WEST VIRGINIA DEVELOPMENT OFFICE</u>
0308	<u>DIVISION OF LABOR</u>
0310	<u>DIVISION OF NATURAL RESOURCES</u>
0313	<u>DEPARTMENT OF ENVIRONMENTAL PROTECTION</u>
0314	<u>DIVISION OF MINERS HEALTH, SAFETY AND TRAINING</u>
0315	<u>OIL AND GAS CONSERVATION COMMISSION</u>
0316	<u>WATER DEVELOPMENT AUTHORITY</u>
0319	<u>BOARD OF COAL MINE HEALTH AND SAFETY</u>
0323	<u>WORKFORCE WEST VIRGINIA</u>
0325	<u>AIR QUALITY BOARD</u>
0327	<u>SECRETARY OF COMMERCE</u>
0328	<u>DIVISION OF ENERGY</u>
0402	<u>DEPARTMENT OF EDUCATION</u>
0403	<u>WEST VIRGINIA SCHOOLS FOR THE DEAF AND THE BLIND</u>
0420	<u>COUNCIL FOR COMMUNITY AND TECHNICAL COLLEGE EDUCATION</u>
0431	<u>SECRETARY OF EDUCATION AND THE ARTS</u>
0432	<u>DIVISION OF CULTURE AND HISTORY</u>
0433	<u>LIBRARY COMMISSION</u>
0439	<u>EDUCATIONAL BROADCASTING AUTHORITY</u>
0441	<u>HIGHER EDUCATION POLICY COMMISSION - ADMINISTRATION</u>
0442	<u>HIGHER EDUCATION POLICY COMMISSION - SYSTEM</u>
0444	<u>MOUNTWEST COMMUNITY AND TECHNICAL COLLEGE</u>
0445	<u>NEW RIVER COMMUNITY AND TECHNICAL COLLEGE</u>
0446	<u>PIERPONT COMMUNITY AND TECHNICAL COLLEGE</u>
0447	<u>BLUE RIDGE COMMUNITY AND TECHNICAL COLLEGE</u>
0463	<u>WEST VIRGINIA UNIVERSITY</u>
0464	<u>WEST VIRGINIA UNIVERSITY AT PARKERSBURG</u>
0471	<u>MARSHALL UNIVERSITY</u>
0476	<u>WEST VIRGINIA SCHOOL OF OSTEOPATHIC MEDICINE</u>
0477	<u>HIGHER EDUCATION POLICY COMMISSION - HEALTH SCIENCES</u>
0482	<u>BLUEFIELD STATE COLLEGE</u>

0483	<u>CONCORD UNIVERSITY</u>
0484	<u>FAIRMONT STATE UNIVERSITY</u>
0485	<u>GLENVILLE STATE COLLEGE</u>
0486	<u>SHEPHERD UNIVERSITY</u>
0487	<u>SOUTHERN WEST VIRGINIA COMMUNITY AND TECHNICAL COLLEGE</u>
0488	<u>WEST LIBERTY UNIVERSITY</u>
0489	<u>WEST VIRGINIA NORTHERN COMMUNITY AND TECHNICAL COLLEGE</u>
0490	<u>WEST VIRGINIA STATE UNIVERSITY</u>
0492	<u>EASTERN WEST VIRGINIA COMMUNITY AND TECHNICAL COLLEGE</u>
0493	<u>BRIDGEVALLEY COMMUNITY AND TECHNICAL COLLEGE</u>
0495	<u>WEST VIRGINIA NETWORK FOR EDUCATIONAL TELECOMPUTING</u>
0501	<u>SECRETARY OF HEALTH AND HUMAN RESOURCES</u>
0505	<u>BOARD OF BARBERS AND COSMETOLOGISTS</u>
0506	<u>DIVISION OF HEALTH</u>
0507	<u>HEALTH CARE AUTHORITY</u>
0508	<u>BUREAU OF SENIOR SERVICES</u>
0509	<u>HOSPITAL FINANCE AUTHORITY</u>
0510	<u>HUMAN RIGHTS</u>
0511	<u>DIVISION OF HUMAN SERVICES</u>
0601	<u>SECRETARY OF MILITARY AFFAIRS AND PUBLIC SAFETY</u>
0603	<u>ADJUTANT GENERAL</u>
0604	<u>ARMORY BOARD</u>
0606	<u>HOMELAND SECURITY AND EMERGENCY MANAGEMENT</u>
0608	<u>DIVISION OF CORRECTIONS AND REHABILITATION</u>
0612	<u>WEST VIRGINIA STATE POLICE</u>
0613	<u>VETERANS AFFAIRS</u>
0615	<u>REGIONAL JAIL AND CORRECTIONAL FACILITY AUTHORITY</u>
0618	<u>VETERANS HOME</u>
0619	<u>FIRE COMMISSION</u>
0620	<u>DIVISION OF JUSTICE AND COMMUNITY SERVICES</u>
0621	<u>DIVISION OF JUVENILE SERVICES</u>
0622	<u>DIVISION OF PROTECTIVE SERVICES</u>
0701	<u>SECRETARY OF REVENUE</u>
0702	<u>TAX DIVISION</u>
0703	<u>STATE BUDGET OFFICE</u>
0704	<u>INSURANCE COMMISSIONER</u>
0705	<u>LOTTERY COMMISSION</u>
0706	<u>MUNICIPAL BOND COMMISSION</u>
0707	<u>RACING COMMISSION</u>
0708	<u>ALCOHOL BEVERAGE CONTROL ADMINISTRATION</u>
0709	<u>OFFICE OF TAX APPEALS</u>
0802	<u>DIVISION OF MOTOR VEHICLES</u>
0803	<u>DIVISION OF HIGHWAYS</u>

0805	<u>DIVISION OF PUBLIC TRANSIT</u>
0806	<u>PUBLIC PORT AUTHORITY</u>
0807	<u>AERONAUTICS COMMISSION</u>
0808	<u>OFFICE OF ADMINISTRATIVE HEARINGS</u>
0809	<u>PARKWAYS AUTHORITY</u>
0901	<u>APPRAISER LICENSING CERTIFICATION BOARD</u>
0902	<u>BOARD OF FUNERAL SERVICE EXAMINERS</u>
0903	<u>BOARD OF PROFESSIONAL SURVEYORS</u>
0904	<u>BOARD OF COUNSELING</u>
0905	<u>BOARD OF SOCIAL WORK</u>
0906	<u>BOARD OF LICENSED PRACTICAL NURSES</u>
0907	<u>BOARD OF REGISTERED NURSES</u>
0908	<u>BOARD OF CHIROPRACTIC EXAMINERS</u>
0909	<u>BOARD OF DENTISTRY</u>
0910	<u>BOARD OF LANDSCAPE ARCHITECTS</u>
0911	<u>BOARD OF OCCUPATIONAL THERAPY</u>
0912	<u>BOARD OF OPTOMETRY</u>
0913	<u>BOARD OF PHARMACY</u>
0914	<u>BOARD OF PSYCHOLOGISTS</u>
0915	<u>BOARD OF MEDICAL IMAGING AND RADIATION THERAPY TECHNICIANS</u>
0916	<u>BOARD OF SANITARIANS</u>
0917	<u>BOARD OF PROFESSIONAL ENGINEERS</u>
0918	<u>BOARD OF ACCOUNTANCY</u>
0919	<u>BOARD OF ARCHITECTS</u>
0921	<u>WEST VIRGINIA BOARD OF OSTEOPATHIC MEDICINE</u>
0922	<u>BOARD OF PHYSICAL THERAPY</u>
0923	<u>BOARD OF VETERINARY MEDICINE</u>
0926	<u>PUBLIC SERVICE COMMISSION</u>
0927	<u>REAL ESTATE COMMISSION</u>
0929	<u>BOARD OF FORESTERS</u>
0930	<u>BOARD OF SPEECH LANGUAGE PATHOLOGY AND AUDIOLOGY</u>
0932	<u>DIVISION OF REHABILITATION SERVICES</u>
0933	<u>ATHLETIC COMMISSION</u>
0935	<u>BOARD OF RESPIRATORY CARE</u>
0936	<u>BOARD OF LICENSED DIETITIANS</u>
0937	<u>BOARD OF ACUPUNCTURE</u>
0938	<u>MASSAGE THERAPY LICENSURE BOARD</u>
0939	<u>COURTHOUSE FACILITIES IMPROVEMENT AUTHORITY</u>
0941	<u>NATIONAL COAL HERITAGE AREA AUTHORITY</u>
0942	<u>COAL HERITAGE HIGHWAY AUTHORITY</u>
0943	<u>CENTER FOR NURSING</u>
0944	<u>ECONOMIC DEVELOPMENT AUTHORITY</u>

<u>0945</u>	<u>BOARD OF MEDICINE</u>
<u>0946</u>	<u>MUNICIPAL PENSION OVERSIGHT BOARD</u>
<u>0947</u>	<u>ENTERPRISE RESOURCE PLANNING BOARD</u>
<u>0948</u>	<u>BOARD OF HEARING AID DEALERS</u>
<u>0950</u>	<u>BOARD OF TREASURY INVESTMENTS</u>
<u>1200</u>	<u>AUDITORS OFFICE</u>
<u>1300</u>	<u>TREASURERS OFFICE</u>
<u>1400</u>	<u>DEPARTMENT OF AGRICULTURE</u>
<u>1500</u>	<u>ATTORNEY GENERAL</u>
<u>1600</u>	<u>SECRETARY OF STATE</u>
<u>1601</u>	<u>STATE ELECTION COMMISSION</u>
<u>2100</u>	<u>SENATE</u>
<u>2200</u>	<u>HOUSE OF DELEGATES</u>
<u>2300</u>	<u>JOINT EXPENSES</u>
<u>2400</u>	<u>SUPREME COURT</u>