



**WEST VIRGINIA SECRETARY OF STATE**

**MAC WARNER**

**ADMINISTRATIVE LAW DIVISION**

**eFILED**

8/14/2024 2:47:20 PM

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: Yes Repeal of existing rule: No  
RULE NAME: 91-24 State Vehicle Title, Registration and Relicensing Project of 2018

**PRIMARY CONTACT**

NAME: Jennifer Rutherford  
ADDRESS: PO Box 17200  
Charleston, WV 25317  
EMAIL: jennifer.a.rutherford@wv.gov  
PHONE NUMBER: 304-926-0708

CITE STATUTORY AUTHORITY: 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:

IS THIS FILING SOLELY FOR THE SUNSET PROVISION REQUIREMENTS IN W. VA. CODE §29A-3-19(e)? Yes

IF YES, DO YOU CERTIFY THAT THE ONLY CHANGES TO THE RULE ARE THE FILING DATE, EFFECTIVE DATE AND AN EXTENSION OF THE SUNSET DATE? Yes

DATE eFiled FOR NOTICE OF HEARING OR PUBLIC COMMENT PERIOD:

DATE OF PUBLIC HEARING(S) OR PUBLIC COMMENT PERIOD ENDED:

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?

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

Sunset date only

STATEMENT OF CIRCUMSTANCES WHICH REQUIRE THE RULE:

sunset date only

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 ON SPECIAL REVENUE ACCOUNTS:

none

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

none

D. FISCAL NOTE DETAIL:

Effect of Proposal	Fiscal Year		
	2024 Increase/Decrease (use "-")	2025 Increase/Decrease (use "-")	Fiscal Year (Upon Full Implementation)
<b>1. Estimated Total Cost</b>			
Personal Services			
Current Expenses			
Repairs and Alterations			
Assets			
Other			
<b>2. Estimated Total Revenues</b>			

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

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

Yes  
 Jennifer A Rutherford -- 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.-- ~~March 18, 2020.~~

1.4. Effective Date.-- ~~March 18, 2020.~~

1.5. Sunset Provision. – This rule shall terminate and have no further force or effect ~~March 18, 2025~~August 1, 2030.

**§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	GOVERNORS OFFICE
0201	SECRETARY OF ADMINISTRATION
0203	CONSOLIDATED PUBLIC RETIREMENT BOARD
0204	TEACHERS RETIREMENT SYSTEM
0205	PUBLIC EMPLOYEES RETIREMENT SYSTEM
0206	JUDGES RETIREMENT SYSTEM
0207	PUBLIC SAFETY RETIREMENT SYSTEM
0208	TEACHERS DEFINED CONTRIBUTION PLAN
0209	FINANCE DIVISION
0210	INFORMATION SERVICES AND COMMUNICATIONS
0211	GENERAL SERVICES DIVISION
0212	STATEWIDE MASTER AGREEMENTS
0213	PURCHASING DIVISION
0214	SURPLUS PROPERTY
0215	TRAVEL MANAGEMENT
0216	FLEET MANAGMENT DIVISION
0217	COMMISSION ON UNIFORM STATE LAWS
0218	BOARD OF RISK AND INSURANCE MANAGEMENT
0219	PUBLIC EMPLOYEES GRIEVANCE BOARD
0220	ETHICS COMMISSION
0221	PUBLIC DEFENDER SERVICES
0222	DIVISION OF PERSONNEL
0224	COMMODITIES AND SERVICES FROM THE HANDICAPPED
0225	PUBLIC EMPLOYEES INSURANCE AGENCY
0228	PROSECUTING ATTORNEYS INSTITUTE
0229	DEPUTY SHERIFF RETIREMENT SYSTEM
0230	CHILDRENS HEALTH INSURANCE AGENCY
0231	OFFICE OF TECHNOLOGY
0232	RETIREE HEALTH BENEFIT TRUST FUND
0233	REAL ESTATE DIVISION
0234	EMERGENCY MEDICAL SERVICES RETIREMENT SYSTEM
0235	MUNICIPAL POLICE OFFICERS AND FIREFIGHTERS RETIREMENT SYSTEM
0235	MUNICIPAL POLICE OFFICERS AND FIREFIGHTERS RETIREMENT SYSTEM
0236	WV PUBLIC SAFETY DEATH DIS & RETIREMENT SYS PLAN A
0237	WV STATE POLICE RETIREMENT SYSTEM PLAN B
0303	DIVISON OF FINANCIAL INSTITUTIONS
0304	WEST VIRGINIA TOURISM OFFICE
0305	DIVISION OF FORESTRY
0306	GEOLOGICAL AND ECONOMIC SURVEY
0307	WEST VIRGINIA DEVELOPMENT OFFICE
0308	DIVISION OF LABOR
0310	DIVISION OF NATURAL RESOURCES

0313	DEPARTMENT OF ENVIRONMENTAL PROTECTION
0314	DIVISION OF MINERS HEALTH, SAFETY AND TRAINING
0315	OIL AND GAS CONSERVATION COMMISSION
0316	WATER DEVELOPMENT AUTHORITY
0319	BOARD OF COAL MINE HEALTH AND SAFETY
0323	WORKFORCE WEST VIRGINIA
0325	AIR QUALITY BOARD
0327	SECRETARY OF COMMERCE
0328	DIVISION OF ENERGY
0402	DEPARTMENT OF EDUCATION
0403	WEST VIRGINIA SCHOOLS FOR THE DEAF AND THE BLIND
0420	COUNCIL FOR COMMUNITY AND TECHNICAL COLLEGE EDUCATION
0431	SECRETARY OF EDUCATION AND THE ARTS
0432	DIVISION OF CULTURE AND HISTORY
0433	LIBRARY COMMISSION
0439	EDUCATIONAL BROADCASTING AUTHORITY
0441	HIGHER EDUCATION POLICY COMMISSION - ADMINISTRATION
0442	HIGHER EDUCATION POLICY COMMISSION - SYSTEM
0444	MOUNTWEST COMMUNITY AND TECHNICAL COLLEGE
0445	NEW RIVER COMMUNITY AND TECHNICAL COLLEGE
0446	PIERPONT COMMUNITY AND TECHNICAL COLLEGE
0447	BLUE RIDGE COMMUNITY AND TECHNICAL COLLEGE
0463	WEST VIRGINIA UNIVERSITY
0464	WEST VIRGINIA UNIVERSITY AT PARKERSBURG
0471	MARSHALL UNIVERSITY
0476	WEST VIRGINIA SCHOOL OF OSTEOPATHIC MEDICINE
0477	HIGHER EDUCATION POLICY COMMISSION - HEALTH SCIENCES
0482	BLUEFIELD STATE COLLEGE
0483	CONCORD UNIVERSITY
0484	FAIRMONT STATE UNIVERSITY
0485	GLENVILLE STATE COLLEGE
0486	SHEPHERD UNIVERSITY
0487	SOUTHERN WEST VIRGINIA COMMUNITY AND TECHNICAL COLLEGE
0488	WEST LIBERTY UNIVERSITY
0489	WEST VIRGINIA NORTHERN COMMUNITY AND TECHNICAL COLLEGE
0490	WEST VIRGINIA STATE UNIVERSITY
0492	EASTERN WEST VIRGINIA COMMUNITY AND TECHNICAL COLLEGE
0493	BRIDGEVALLEY COMMUNITY AND TECHNICAL COLLEGE
0495	WEST VIRGINIA NETWORK FOR EDUCATIONAL TELECOMPUTING
0501	SECRETARY OF HEALTH AND HUMAN RESOURCES
0505	BOARD OF BARBERS AND COSMETOLOGISTS
0506	DIVISION OF HEALTH
0507	HEALTH CARE AUTHORITY

0508	BUREAU OF SENIOR SERVICES
0509	HOSPITAL FINANCE AUTHORITY
0510	HUMAN RIGHTS
0511	DIVISION OF HUMAN SERVICES
0601	SECRETARY OF MILITARY AFFAIRS AND PUBLIC SAFETY
0603	ADJUTANT GENERAL
0604	ARMORY BOARD
0606	HOMELAND SECURITY AND EMERGENCY MANAGEMENT
0608	DIVISION OF CORRECTIONS AND REHABILITATION
0612	WEST VIRGINIA STATE POLICE
0613	VETERANS AFFAIRS
0615	REGIONAL JAIL AND CORRECTIONAL FACILITY AUTHORITY
0618	VETERANS HOME
0619	FIRE COMMISSION
0620	DIVISION OF JUSTICE AND COMMUNITY SERVICES
0621	DIVISION OF JUVENILE SERVICES
0622	DIVISION OF PROTECTIVE SERVICES
0701	SECRETARY OF REVENUE
0702	TAX DIVISION
0703	STATE BUDGET OFFICE
0704	INSURANCE COMMISSIONER
0705	LOTTERY COMMISSION
0706	MUNICIPAL BOND COMMISSION
0707	RACING COMMISSION
0708	ALCOHOL BEVERAGE CONTROL ADMINISTRATION
0709	OFFICE OF TAX APPEALS
0802	DIVISION OF MOTOR VEHICLES
0803	DIVISION OF HIGHWAYS
0805	DIVISION OF PUBLIC TRANSIT
0806	PUBLIC PORT AUTHORITY
0807	AERONAUTICS COMMISSION
0808	OFFICE OF ADMINISTRATIVE HEARINGS
0809	PARKWAYS AUTHORITY
0901	APPRAISER LICENSING CERTIFICATION BOARD
0902	BOARD OF FUNERAL SERVICE EXAMINERS
0903	BOARD OF PROFESSIONAL SURVEYORS
0904	BOARD OF COUNSELING
0905	BOARD OF SOCIAL WORK
0906	BOARD OF LICENSED PRACTICAL NURSES
0907	BOARD OF REGISTERED NURSES
0908	BOARD OF CHIROPRACTIC EXAMINERS
0909	BOARD OF DENTISTRY
0910	BOARD OF LANDSCAPE ARCHITECTS

0911	BOARD OF OCCUPATIONAL THERAPY
0912	BOARD OF OPTOMETRY
0913	BOARD OF PHARMACY
0914	BOARD OF PSYCHOLOGISTS
0915	BOARD OF MEDICAL IMAGING AND RADIATION THERAPY TECHNICIANS
0916	BOARD OF SANITARIANS
0917	BOARD OF PROFESSIONAL ENGINEERS
0918	BOARD OF ACCOUNTANCY
0919	BOARD OF ARCHITECTS
0921	WEST VIRGINIA BOARD OF OSTEOPATHIC MEDICINE
0922	BOARD OF PHYSICAL THERAPY
0923	BOARD OF VETERINARY MEDICINE
0926	PUBLIC SERVICE COMMISSION
0927	REAL ESTATE COMMISSION
0929	BOARD OF FORESTERS
0930	BOARD OF SPEECH LANGUAGE PATHOLOGY AND AUDIOLOGY
0932	DIVISION OF REHABILITATION SERVICES
0933	ATHLETIC COMMISSION
0935	BOARD OF RESPIRATORY CARE
0936	BOARD OF LICENSED DIETITIANS
0937	BOARD OF ACUPUNCTURE
0938	MASSAGE THERAPY LICENSURE BOARD
0939	COURTHOUSE FACILITIES IMPROVEMENT AUTHORITY
0941	NATIONAL COAL HERITAGE AREA AUTHORITY
0942	COAL HERITAGE HIGHWAY AUTHORITY
0943	CENTER FOR NURSING
0944	ECONOMIC DEVELOPMENT AUTHORITY
0945	BOARD OF MEDICINE
0946	MUNICIPAL PENSION OVERSIGHT BOARD
0947	ENTERPRISE RESOURCE PLANNING BOARD
0948	BOARD OF HEARING AID DEALERS
0950	BOARD OF TREASURY INVESTMENTS
1200	AUDITORS OFFICE
1300	TREASURERS OFFICE
1400	DEPARTMENT OF AGRICULTURE
1500	ATTORNEY GENERAL
1600	SECRETARY OF STATE
1601	STATE ELECTION COMMISSION
2100	SENATE
2200	HOUSE OF DELEGATES
2300	JOINT EXPENSES
2400	SUPREME COURT