

**Minutes of Meeting
BOARD FOR CONTRACTORS
INFORMAL FACT-FINDING CONFERENCES
October 28, 2003 (9:00 a.m.)**

The Board for Contractors convened in Richmond, Virginia, for the purpose of holding Informal Fact-Finding Conferences pursuant to the Administrative Process Act.

Marion S. Cooper, Presiding Officer, presided. No Board members were present.

Jeffrey Buckley, and Melissa Sullivent appeared for the Department of Professional and Occupational Regulation.

The conferences were recorded by Inge Snead & Associates, LTD. and the Summaries or Consent Orders are attached unless no decision was made.

Disc=Disciplinary Case
Lic=Licensing Application
RF=Recovery Fund Claim
Trades=Tradesmen Application

C=Complainant/Claimant
A=Applicant
R=Respondent/Regulant
W=Witness
Atty = Attorney

Participants

- | | |
|--|---------------------------------------|
| 1. Ronald Wayne Hannah Jr.
t/a Affordable Lake Builders
File Number 2004-00938 (Lic)
No decision was made. | Hannah – A |
| 2. Clifton Paul Dollar
t/a H.I.C.
File Number 2004-00707 (Lic)
No decision was made. | Dollar – A - By telephone |
| 3. John Keith Taylor
t/a Taylor Home Improvement
File Number 2004-00939 (Lic)
No decision was made. | Taylor – A |
| 4. Robert Hughes
t/a Action Maintenance & Prevention
File Number 2004-00928 (Lic)
No decision was made. | Hughes – A
Tom Lacheney – A's Atty |
| 5. Donald Olynn Cook | Cook – A |

File Number 2004-00929 (Trades)
No decision was made.

6. Richard Edward Doughty
File Number 2004-00930 (Trades)
No decision was made.

Doughty – A

7. Mark Coston
t/a Coston Painting
File Number 2004-01106 (Lic)
No IFF was held.

8. Michael William Hiltner
t/a S & M Renovation Company
File Number 2004-01037 (Lic)
No decision was made.

Hiltner – A
Susan Hiltner - W
Vicki Melvin - W

9. Shawn Mutschler
File Number 2004-01036 (Trades)
No decision was made.

Mutschler – A

10. David Michael Adams
File Number 2004-01035 (Trades)
IFF Continued.

11. Edward Lloyd Miller
File Number 2004-01033 (Trades)
No decision was made.

Miller – A
Michael Tongel - W

STATE AND LOCAL GOVERNMENT
CONFLICT OF INTEREST ACT

TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government

1. Name: Marion S. Cooper
2. Title: Member
3. Agency: Board for Contractors
4. Transaction: Informal Fact-Finding Conferences on October 28, 2003
5. Nature of Personal Interest Affected by Transaction: None

6. I declare that:

(a) I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

(b) I am able to participate in this transaction fairly, objectively, and in the public interest.


Signature

10-28-03
Date