

Draft Minutes of Meeting  
INFORMAL FACT-FINDING CONFERENCES  
**JANUARY 27, 2011**

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

Ann-Marie Brigil, Presiding Officer, presided. No Board members were present.

Ilona LaPaglia appeared for the Department of Professional and Occupational Regulation.

The conferences were recorded by Tammie M. Brown, CCR and the Summaries or Consent Orders are attached unless no decision was made.

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

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

**Participants**

- |   |                                       |
|---|---------------------------------------|
| 1. Michael D. Mitchell<br>File Number 2011-02909<br><b>(NO DECISION MADE)</b>   | Michael Mitchell – A                  |
| 2. Jeffrey Lynn Gaylor<br>File Number 2011-02914<br><b>(NO DECISION MADE)</b>   | Jeffrey Gaylor – A                    |
| 3. Carl Brandon Gill<br>File Number 2011-02915<br><b>(NO DECISION MADE)</b>     | Carl Gill – A<br>Pamela Gill - W      |
| 4. Tonie Oscar Chapman<br>File Number 2011-02916<br><b>(NO DECISION MADE)</b>   | Tonie Chapman – A                     |
| 5. Melvin D. Newman, III<br>File Number 2011-02918<br><b>(NO DECISION MADE)</b> | Melvin Newman – A<br>Bruce Newman – W |

6. Richard E. Toney, Jr.  
File Number 2011-02917  
**(NO DECISION MADE)**

Richard Toney, Jr. – A

7. Sky Mario Baski  
File Number 2011-02109  
**(NO DECISION MADE)**

Sky Baski – A

The meeting adjourned at 3:10 PM

BOARD FOR CONTRACTORS

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Dorothy L. Wood, Chairman

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Gordon Dixon, Secretary