

Draft Minutes of Meeting  
INFORMAL FACT-FINDING CONFERENCES  
JUNE 14, 2011

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

Kristin Becker, 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. Jeffrey Allan Bigelow  
t/a Serenity Home & Landscape  
File Number 2011-04519  
**(NO DECISION MADE)**

Jeffrey Bigelow – A  
Steven Carroll - W

2. Toweh Deon Ketter  
File Number 2011-04520  
**(NO DECISION MADE)**

Toweh Ketter – A  
Jack W. Burtch, Jr. - Atty  
Gary Gabay – W  
Eldridge Ketter - W

3. Michael Donovan Harwley  
File Number 2011-04521  
**(NO DECISION MADE)**

Michael Harwley – A  
Richard Reiter – W  
Jeff Hoffman – W  
Allan Hadfield – W  
Jeremy Harwley – W  
Jon Bolyard – W  
John Harmon - W

4. Garland Chester Jorgenson  
File Number 2011-04522  
**(NO DECISION MADE)**

Garland Jorgenson – A

5. William Michael Herrick, II  
File Number 2011-04523  
**(NO DECISION MADE)**

William Herrick, II – A

6. Daniel Lee Young  
File Number 2011-04524  
**(NO DECISION MADE)**

Daniel Young – A  
Carlton R. Edwards, Jr. - W

7. Quintin R. Williams  
File Number 2011-04584  
**(NO DECISION MADE)**

Quintin Williams – A

8. Kenneth P. Louk, Sr.  
File Number 2011-04585  
**(NO DECISION MADE)**

Kenneth Louk, - A

The meeting adjourned at 3:27 PM

BOARD FOR CONTRACTORS

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Troy Smith, Jr., Chairman

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Gordon Dixon, Secretary