

**Minutes of Meeting
Board for Contractors
INFORMAL FACT-FINDING CONFERENCES
September 21, 2012**

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

Michael D. Redifer, Presiding Officer presided. No other Board members were present.

Candace M. Howard 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. Litzner v. Southern Floors & Acoustics Inc.
File Number: 2012-03343
Start Time: 9:10 a.m.
End Time: 9:28 a.m.
NO DECISION MADE

C-Kelley Litzner
R- Stanley Taylor

2. Francis v. Nick Shields t/a Shields Concrete
File Number: 2012-02287
Start Time: 9:58 a.m.
End Time: 10:18 a.m.
NO DECISION MADE

C-Clara Francis
C- Joseph Francis

The meeting adjourned at 10:18 a.m.

Board for Contractors

Erby G."Rudy" Middleton, Chairman

Gordon N. Dixon, Secretary

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