

**Minutes of Meeting  
BOARED FOR CONTRACTORS  
INFORMAL FACT-FINDING CONFERENCES  
DECEMBER 3, 2009**

The Department of Professional and Occupational Regulation 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

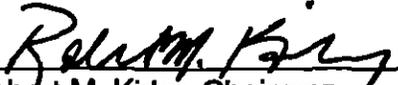
C = Complainant/Claimant  
A = Applicant  
R = Respondent/Regulant  
W = Witness  
Atty = Attorney  
Inv = Investigator

**Participants**

- |   |   |
|---|---|
| 1. Gateway Home Improvements, Inc.<br>File Number 2010-01793<br><b>(NO DECISION MADE)</b>                                   | Thomas William Smith – A                |
| 2. Mark Steven Enright<br>t/a Enright Tile Contractors<br>File Number 2010-01794<br><b>(NO DECISION MADE)</b>               | Mark Enright – A                        |
| 3. Christopher Scott Pace<br>File Number 2010-01795<br><b>(NO DECISION MADE)</b>  | Christopher Pace – A<br>Nicole Pace – W |
| 4. Robert Wayne Riggins<br>t/a Nothing But Comfort Heating & Cooling<br>File Number 2010-01798<br><b>(NO DECISION MADE)</b> | Robert Riggins – A                      |

The meeting adjourned at 2:00 p.m.

Board for Contractors

  
Robert M. Kirby, Chairman

  
Jay W. DeBoer, Secretary

**STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTEREST ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government**

1. Name: Ann Marie Brigil  
Title: Presiding Officer  
Agency: Board for Contractors

4. Transaction: Informal Fact-Finding Conferences on December 3, 2009

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.

Ann Marie Brigil  
Signature

12/3/09  
Date