

**Minutes of Meeting**  
**BOARD FOR WATERWORKS & WASTEWATER WORKS OPERATORS**  
**INFORMAL FACT-FINDING CONFERENCES**  
**March 4, 2004 (9:00 a.m.)**

The Department of Professional and Occupational Regulation convened in Richmond, Virginia, for the purpose of holding Informal Fact-Finding Conferences pursuant to the Administrative Process Act.

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

Joseph Haughwout 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

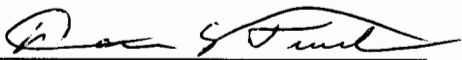
**Participants**

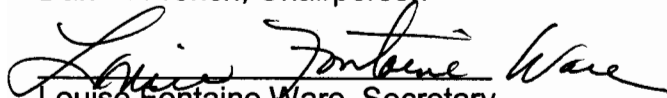
1. Keith Bellamy Ford  
File Number 2004-03207 (Lic)  
**No Decision Made**

Ford – A

The meeting adjourned at 3:40 p.m.

BOARD FOR WATERWORKS & WASTEWATER WORKS OPERATORS

  
\_\_\_\_\_  
Dan E. French, Chairperson

  
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Louise Fontaine Ware, Secretary

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Custodian of Records

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

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

1. Name: Marion Cooper
2. Title: Presiding Officer
3. Agency: Board for Waterworks and Wastewater Works Operators
4. Transaction: Informal Fact-Finding Conference on March 4, 2004
5. Nature of Personal Interest Affected by Transaction: \_\_\_\_\_

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

3-4-04  
Date