

**DRAFT**  
**Minutes of Meeting**  
**BOARD FOR CONTRACTORS**  
**INFORMAL FACT-FINDING CONFERENCES**  
**December 14, 2010 (10:30 a.m.)**

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

Bruce Williams, Board member, presided. No other Board members were present.

Joseph Haughwout and Caroline Pruett 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

Trades = Tradesmen Disciplinary Case/Application

C = Complainant/Claimant

A = Applicant

R = Respondent/Regulant

W = Witness

Atty = Attorney

..

**Participants**

1. H. Simons  
t/a H. Simons & Sons Construction  
File Number 2010-04005 (Disc)  
NO DECISION MADE

John Johns - C  
Elizabeth Johns – C  
Daniel Snead – W

The meeting adjourned at 11:34 a.m..

BOARD FOR CONTRACTORS

---

Dorothy L. Wood, Chairman

---

Gordon Dixon, Secretary

COPY TESTE:

---

Custodian of Records