

**Draft Minutes of Meeting
BOARD FOR CONTRACTORS
INFORMAL FACT-FINDING CONFERENCES
June 12, 2012**

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

Kristin Marie Clay, Presiding Officer presided. No 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
PB=Principal Broker
SA-Sales Agent
W = Witness
Atty = Attorney
Inv = Investigator

Participants

1. 3D Builders of VA, Inc.
File Number: 2012-02936
Start Time: 1:10 p.m.
End Time: 1:30 p.m.
NO DECISION MADE

A- Cosette Dowdy

2. Richard F. Capehart
File Number: 2012-02937
Start Time: 1:47 p.m.
End Time: 2:07 p.m.
NO DECISION MADE

A- Richard F. Capehart
W- Caroline Capehart

3. Arman Amiri
File Number: 2012-02491
Start Time: 2:55 p.m.
End Time: 3:16 p.m.
NO DECISION MADE

A- Arman Amiri

The meeting adjourned at 3:16 p.m.

Board for Contractors

Troy Smith, Chairman

Gordon N. Dixon, Secretary

COPY TESTE:

Custodian of Records