

**Draft Minutes of Meeting  
BOARD FOR CONTRACTORS  
INFORMAL FACT-FINDING CONFERENCES  
June 18, 2013**

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

Ann- Marie Brigil, Presiding Officer, presided. No other Board members were present.

Ronda M. Holmes appeared for the Department of Professional and Occupational Regulation.

The conferences were recorded by Maddox Reporting Service, Inc., 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

**9:00 a.m. – 12:00 p.m. Docket**

1. CML Enterprises-Lic  
File Number: 2013-03063  
Start Time: 11:12 a.m.  
End Time: 12:03 a.m.

**NO DECISION MADE**

**1:00 p.m. – 3:00 p.m. Docket**

2. Gregory Rattan-Lic  
File Number: 2013-02816  
Start Time: 1:05 p.m.  
End Time: 1:39 p.m.

**NO DECISION MADE**

2. Summit Electrical Services Co.-Lic  
File Number: 2013-02437  
Start Time: 1:43 p.m.

**Participants**

A-Beverly Longo  
A-Chad Longo

A-Gregory Rattan

A-Klotz  
Atty-Thomas Woehrl

End Time: 2:34 p.m.

Atty- Bethany Kirschner

**NO DECISION MADE**

3. Clinton Todd Shell  
File Number: 2013-02437  
Start Time: 3:39 p.m.  
End Time: 4:00 p.m.

A-Clinton Shell  
Atty-Clark Williams, Esq.

**NO DECISION MADE**

The meeting adjourned at 4:01 p.m.

Board for Contractors

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Erby G. Middleton, Chairman

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Gordon Dixon, Secretary

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Custodian of Records