

**Minutes of Meeting**  
**INFORMAL FACT-FINDING CONFERENCES**  
**February 21, 2012**

The Board for Waterworks and Wastewater Works Operators and Onsite Sewage System Professionals convened in Richmond, Virginia, for the purpose of holding Informal Fact-Finding Conferences pursuant to the Administrative Process Act.

Kristin M. Clay, Presiding Officer, presided. No other 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  
W = Witness  
Atty = Attorney  
Inv = Investigator

1. Ronald L. Hairston  
File Number: 2012-001564  
Start Time: 10:31 a.m.  
End Time: 11:04 a.m.  
**NO DECISION MADE**

**Participants**

A- Ronald L. Hairston  
W- Clarke Wallcraft  
W- Lawrence McCutchan

The meeting adjourned at 11:04 a.m.

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E. Brooke Philpy, Chairman

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Gordon N. Dixon, Secretary

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