

**Minutes of Meeting
BOARD FOR CONTRACTORS
INFORMAL FACT-FINDING CONFERENCES
March 22, 2012**

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 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. Christopher G. Henderson
File Number: 2012-01945
Start Time: 9:15 a.m.
End Time: 9:53 a.m.
NO DECISION MADE

A- Christopher G. Henderson
W- Sarah Welch

2. Steven Marice Mann
File Number: 2012-02013
Start Time: 1:06 p.m.
End Time: 1:42 p.m.
NO DECISION MADE


A- Steven Marice Mann
W- Cathy Clouse

3. Kyle Peter Mathews
File Number: 2012-02014
Start Time: 1:54 p.m.
End Time: 2:20 p.m.
NO DECISION MADE

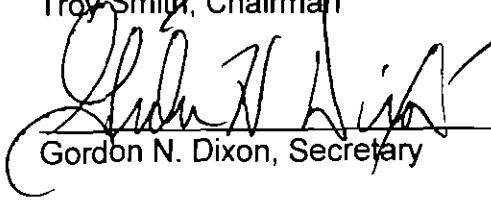
A- Kyle Peter Mathews

The meeting adjourned at 2:20 p.m.

Board for Contractors

A handwritten signature in black ink, appearing to read 'Troy Smith', written over a horizontal line. The signature is stylized and includes a large circular flourish at the end.

Troy Smith, Chairman

A handwritten signature in black ink, appearing to read 'Gordon N. Dixon', written over a horizontal line. The signature is stylized and includes a large circular flourish at the end.

Gordon N. Dixon, Secretary

COPY TESTE:

Custodian of Records

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

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

1. Name: Ann-Marie Brigil
Title: Presiding Officer
3. Agency: Board for Contractors
4. Transaction: Informal Fact-Finding Conferences on March 22, 2012
5. Nature of Personal Interest Affected by Transaction: _____
none

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.

Ann-Marie Brigil

Signature

Date