

Minutes of Meeting  
BOARD FOR CONTRACTORS  
INFORMAL FACT-FINDING CONFERENCES  
November 8, 2012 (9:00 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.

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

Cameron R. Parris appeared for the Department of Professional and Occupational Regulation.

The conferences were recorded by Lynn Johnson, 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

**9:00 a.m. to 12:00 p.m. Docket**

**Participants**

1. Doanh The Tran  
File Number 2013-00525  
Start time 9:10 a.m.  
End time 9:28 a.m.  
**NO DECISION MADE**

A- Doanh The Tran (via telephone)

LUNCH

**1:00 p.m. to 3:00 p.m. Docket**

2. Luther Wayne Moates  
File Number 2013-00541  
Start time 2:06 p.m.  
End time 2:31 p.m.  
**NO DECISION MADE**

A- Luther Wayne Moates (via telephone)

3. Weathertight Exteriors (**Licensing Case**)  
File Number 2013-00543  
**NO DECISION MADE**

A- Edward W. Shupe

4. The Roof and Fence Company  
File Number 2013-00635  
Start time 2:48 p.m.  
End time 3:23 p.m.  
**(Companion Disciplinary Case to Weathertight Exteriors)**  
**NO DECISION MADE**

The meeting adjourned at 3:30 p.m.

BOARD FOR CONTRACTORS

---

E.G. Middleton III, Chairman

---

Gordon Dixon, Secretary