

**Board of Towing and Recovery Operators
Application Work Group Meeting
2601 W. Broad Street, 2nd Floor
Richmond, Virginia 23220**

February 2, 2011 at 12:30 pm

Members Present:

Scott Wyatt, Chairman
John J. Beall, Jr.
Lieutenant R. C. Hardison, Virginia State Police
Marc Copeland

Staff Present:

Barbara Drudge

Meeting Called to Order:

The meeting was called to order at 12:35 pm, and those present were Scott Wyatt, John Beall, Lt. R. C. Hardison, and Marc Copeland.

Public Comments:

There were no public comments.

Acceptance of Meeting Minutes:

The minutes were adopted as written on a motion from Mr. Beall and seconded by Mr. Wyatt. All were in favor.

Executive Session:

A motion was made by Mr. Beall and seconded by Lt. Hardison at 12:38 pm to go into closed session to review criminal background histories for licensing and credentialing approval, pursuant to the exemption granted under Section 2.2-3711(A)(4) of the Code of Virginia..

The Application Work Group reconvened at 1:35 pm. Mr. Beall stated that only matters exempt under Virginia Code Sections 2.2-3711(A)(4) relating to a review of the criminal background histories for licensing and credentialing approval were discussed or considered during the closed meeting. Roll call by the Application Work Group to accept the above statement was unanimous.

The Application Work Group reviewed 12 driver authorization applications during the meeting. Out of 12 applications, nine were approved, two were denied, and one request for additional information was required to further evaluate an application.

Other Business:

After discussing the matter, the Application Work Group agreed to report the statistics from its application reviews in subsequent minutes of its meeting's and in the Secretary's Weekly Report submitted after the Application Work Group meeting. In addition, cumulative statistics are to be compiled and provided in six month intervals in the meeting minutes and the Secretary's Weekly Report.

Adjournment:

Mr. Wyatt moved to adjourn the Application Work Group meeting, and it was seconded by Lt. Hardison. The motion passed unanimously, and the meeting adjourned at 1:40 pm.