

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

August 31, 2011 at 12:30 pm

Members Present:

Scott Wyatt
John J. Beall, Jr.

Staff Present:

Barbara Drudge

Members Absent:

Lt. L. C. Hardison

Meeting Called to Order:

The meeting was called to order at 12:30 pm, and those present were Scott Wyatt and John Beall.

Public Comments:

There were no public comments.

Acceptance of Meeting Minutes:

The minutes were deferred until the next scheduled meeting.

Executive Session:

A motion was made by Mr. Beall and seconded by Mr. Wyatt at 12:35 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 1:40 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 twelve driver authorization applications during the meeting. Out of twelve reviews, nine initial applicants were approved, two renewal applicants reporting additional information were approved, and one was deferred to obtain additional information.

Other Business:

None.

Next Meeting:

None scheduled.

Adjournment:

Mr. Wyatt moved to adjourn the Application Work Group meeting, and Mr. Beall seconded it. The motion passed unanimously, and the meeting adjourned at 1:50 pm.