

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

**March 14, 2012 at 12:30 pm**

**Members Present:**

Scott Wyatt  
Lt. R. C. Hardison

**Staff Present:**

Barbara Drudge

**Members Absent:**

John J. Beall, Jr.

**Meeting Called to Order:**

The meeting was called to order at 12:30 pm, and Lt. Hardison and Scott Wyatt were present.

**Public Comments:**

There were no public comments.

**Acceptance of Meeting Minutes:**

On a motion made by Lt. Hardison and seconded by Mr. Wyatt, the minutes from the February 21, 2012 Application Work Group meeting were approved unanimously.

**Executive Session:**

A motion was made by Lt. Hardison and seconded by Mr. Wyatt at 12:33 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 12:52 pm. Lt. Hardison 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 Committee reviewed 12 applications, approved 11, and deferred one to obtain additional information.

**Other Business:**

There was no other business before the Application Work Group.

**Next Meeting:**

None scheduled.

**Adjournment:**

Lt Hardison moved to adjourn the Application Work Group meeting, and Mr. Wyatt seconded the motion. The motion passed unanimously, and the meeting adjourned at 12:56 pm.