

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

November 27, 2012 at 12:30 pm

Members Present:

Scott Wyatt
Lt. R. C. Hardison
John J. Beall, Jr.

Staff Present:

Barbara Drudge

Meeting Called to Order:

The meeting was called to order at 12:31 pm.

Public Comments:

There were no public comments.

Acceptance of Meeting Minutes:

On a motion made by John J. Beall, Jr., and seconded by Lt. Hardison, the minutes from the October 23, 2012 Application Work Group meeting were approved.

Executive Session:

A motion was made by Mr. Beall 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. All were in favor.

The Application Work Group reconvened at 1:43 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 Committee reviewed eighteen applications, seventeen were approved, and one was deferred to obtain additional information.

Other Business:

No other business was before the Application Work Group.

Next Meeting:

The next meeting was scheduled for December 20, 2012 at 12:30 pm.

Adjournment:

Lt. Hardison moved to adjourn the Application Work Group meeting, and all were in favor. The meeting adjourned at 1:46 pm.