

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

November 16, 2011 at 12:30 pm

Members Present:

Scott Wyatt
John J. Beall, Jr.

Staff Present:

Barbara Drudge

Member Absent:

Lt. R. C. Hardison

Meeting Called to Order:

The meeting was called to order at 12:37 pm, and those present were Scott Wyatt and John Beall.

Public Comments:

There were no public comments.

Acceptance of Meeting Minutes:

On a motion made by John Beall and seconded by Scott Wyatt, the minutes from the October 5, 2011 Application Work Group meeting were approved unanimously.

Executive Session:

A motion was made by Mr. Beall and seconded by Mr. Wyatt at 12:39 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 1:10 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 and approved five driver authorization applications during the meeting.

Other Business:

There was no other business before the Application Work Group.

Next Meeting:

The Application Work Group's next meeting is scheduled for December 14, 2011 at 12:30 pm.

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 2:00 pm.