

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

January 18, 2012 at 12:30 pm

Members Present:

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

Staff Present:

Barbara Drudge

Meeting Called to Order:

The meeting was called to order at 12:35 pm, and all were present.

Public Comments:

There were no public comments.

Acceptance of Meeting Minutes:

On a motion made by John Beall and seconded by Lt. Hardison, the minutes from the December 14, 2012 Application Work Group meeting were amended to remove paragraph four of the draft minutes under “Executive Session”, and were approved unanimously.

Executive Session:

A motion was made by Mr. Beall and seconded by Mr. Wyatt at 12:40 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 1:41 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.

Other Business:

There was no other business before the Application Work Group.

Next Meeting:

The following meetings were scheduled: February 15, 2012 at 12:30 pm and March 14, 2012 at 12:30 pm. Both meetings will be held at the Board’s office located at 2601 W. Broad Street, 2nd Floor, Richmond, Virginia 23220.

Adjournment:

Mr. Wyatt moved to adjourn the Application Work Group meeting, and Lt. Hardison seconded the motion. The motion passed unanimously, and the meeting adjourned at 1:55 pm.