

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

September 18, 2012 at 12:30 pm

Members Present:

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

Staff Present:

Barbara Drudge

Members Absent:

Scott Wyatt

Meeting Called to Order: The meeting was called to order at 12:32 pm.

Public Comments: There were no public comments.

Acceptance of Meeting Minutes:

On a motion made by Lt. R. C. Hardison and seconded by John J. Beall, Jr., the minutes from the August 14, 2012 Application Work Group meeting were approved.

Executive Session:

A motion was made by Mr. Beall at 12:34 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 12:49 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 seven applications, and all were approved.

Other Business: No other business was before the Application Work Group.

Next Meeting: The next meeting was scheduled for October 23, 2012 at 12:30 pm.

Adjournment:

Lt. Hardison moved to adjourn the Application Work Group meeting, and Mr. Beall seconded the motion. The motion passed unanimously, and the meeting adjourned at 12:52 pm.