

**Application Review Committee**  
**March 12, 2009**  
**10:00 AM**

Board of Towing and Recovery Operators  
2601 West Broad Street, Suite 200.  
Richmond, Virginia 23220

*Draft Minutes*

**Board Members Present:**

Scott Wyatt- Chair

Ron Miner

Captain Steve Chumley, Virginia State Police (present from around 12:00 PM through 1:40 PM due to unexpected scheduling conflicts)

**Staff Present:**

J. Marc Copeland

**Called to Order:**

Chairman Scott Wyatt called the meeting to order at 10:15 a.m.

**Executive Session:**

Chairman Scott Wyatt moved that BTRO go into executive session and it was seconded by Ron Miner at 10:05 a.m., all were in favor of this motion.

Scott Wyatt moved that BTRO convene a closed session/meeting to discuss/consider the following matter, for the specified purpose, pursuant to the applicable exemption from open meeting requirement under the Virginia Freedom of Information Act:

1. To review criminal background histories for licensing and credentialing approval, pursuant to the exception granted in the Virginia Code § 2.2-3711 (A) (4).

**Reconvened:**

The board reconvened at 2:40 p.m.

**Motion:**

The motion was made by Ron Miner to go back into open session, the motion was seconded by Marc Copeland, and all were in favor.

**Roll Call of the Committee to Accept the Above Statement:**

Scott Wyatt – Yes

Ron Minor – Yes

Capt. Steve Chumley – Not available

Marc Copeland – Yes

**Adjourned:**

Chairman Scott Wyatt called for a motion to adjourn. Ron Miner made the motion which was seconded by Marc Copeland. The meeting was adjourned at 2:45 p.m.