

Minutes of Meeting  
REAL ESTATE BOARD  
INFORMAL FACT-FINDING CONFERENCES  
January 7, 2013 (9:00 a.m.)

The Real Estate Board convened in Richmond, Virginia, for the purpose of holding Informal Fact-Finding Conferences pursuant to the Administrative Process Act.

Sandra Ferebee, Board Member presided. No other Board members were present.

Kristin Marie Clay appeared for the Department of Professional and Occupational Regulation.

The conferences were recorded by Tammie M. Brown, CCR. and the Summaries or Consent Orders are attached unless no decision was made.

Disc = Disciplinary Case  
Lic = Licensing Application  
RF = Recovery Fund Claim

C = Complainant/Claimant  
A = Applicant  
R = Respondent/Regulant  
W = Witness  
Atty = Attorney  
Inv = Investigator

**9:00 a.m. – 12:00 p.m. Docket**

**Participants**

1. Scott T. Coleman  
File Number: 2013-00830  
Start Time: 10:05 a.m.  
End Time: 10:31 a.m.  
**NO DECISION MADE**

A- Scott T. Coleman  
W- Donnie Coleman

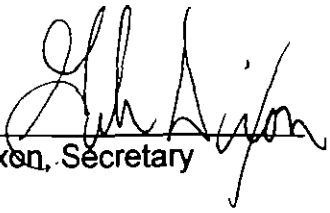
2. Inspection Reporting Services, Inc.  
t/a Protechs Home Inspections  
File Number: 2013-00637  
Start Time: 10:47 a.m.  
End Time: 11:16 a.m.  
**NO DECISION MADE**

A- John Bouldin, Jr. (via telephone)

The meeting adjourned at 11:20 a.m.

REAL ESTATE BOARD

  
Clifford Wells, Chairman



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Gordon Dixon, Secretary

COPY TESTE:

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Custodian of Records

**STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTEREST ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government**

1. Name: Sandra Ferebee  
Title: Board Member
3. Agency: Real Estate Board
4. Transaction: Informal Fact-Finding Conferences on January 7, 2013
5. Nature of Personal Interest Affected by Transaction: \_\_\_\_\_

6. I declare that:

(a) I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

(b) I am able to participate in this transaction fairly, objectively, and in the public interest.

Signature

Date

*Sandra Ferebee*

*Jan. 7, 2013*