

### **What is an Informal Conference?**

An Informal Conference is a means by which the Board gathers additional information and clarification about a complaint. It is a meeting with the licensee and the complainant (if he/she chooses to attend), during which the Board members question the licensee and complainant regarding issues related to the complaint. During an Informal Conference, the licensee may be represented by legal counsel, and the complainant may be accompanied by two individuals, including legal counsel. The law requires Informal Conferences to be closed to the general public, and statements made during an Informal Conference are confidential.