**Section 210.920 Convening an Informal Investigative Conference**

a) The Director shall make an initial determination with respect to the legal and factual merits of a "Request for Review of Inspection Results" or a "Petition to Intervene in Minimum Wage Law Investigation". If the request or petition presents a reasonable issue of law or fact, a duly authorized representative of the Director may convene an informal investigative conference for purposes of obtaining evidence and identifying the issues in dispute.

b) A written notice of an informal investigative conference shall be sent, not less than 10 days prior to the date of the conference, to the employer and a petitioning employee or former employee, and may also be sent to those employees or former employees covered by the inspection at issue who are the subject of a "Request for Review of Inspection Results" or a "Petition to Intervene in Minimum Wage Law Investigation." Each notice shall identify the individual requested to attend, along with any books, records or documents the party must produce at the conference.

c) If a request or petition is denied, the Director will notify the party who filed the request or petition of his/her determination in writing.