

**Vermont Secretary of State
Office of Professional Regulation
BOARD OF BARBERS AND COSMETOLOGISTS
APPROVED MINUTES
February 14, 2011**

1. The meeting was called to order at 9:00 a.m.

Board Members Present: Madonna Commo, Chair; Ruth Comeau, Vice-Chair; Marsha Descheneau; Donna Hendee; and Judith Wernecke.

OPR Staff Present: Larry Novins, Board Counsel; Ed Adrian, State Prosecuting Attorney; Terry Gray, Unit Administrator; and Kara Shangraw, Administrative Assistant.

2. The Chair called for approval of the Minutes of the November 15th meeting. Ms. Comeau, made a motion, seconded by Ms. Wernecke, to approve the Minutes of the November 15, 2010 meeting as presented. Motion passed unanimously.

3. **Hearings/Stipulations**

The Board reviewed the *Stipulation and Consent Order* in the matter of 2010-34 (Stephanie R. Pike). The Respondent was not present. Ed Adrian, Prosecuting Attorney was present for the State. Attorney Novins presided for the Board. Based on the information submitted, Ms. Comeau, made a motion, seconded by Ms. Wernecke, to accept the *Stipulation and Consent Order* as submitted. Motion passed 4-0. Ms. Commo, Investigative Team Member abstained from the vote.

4. **Reports/Guests**

5. **Complaints/Follow ups**

Ms. Preston gave her case manager's report. There are currently 34 pending cases.

6. **Legislation & Draft Rules**

7. **Applications for Discussion**

8. **Correspondence**

The Board reviewed the February 5, 2011 e-mail from Nichole Barrows asking if the Board approves online programs. The Board does not approve online courses at this time. Ms. Barrows will be notified.

9. **National-Interstate Council of State Boards of Cosmetology Inc. Correspondence**

10. **Other National Correspondence**

11. **Public Comment**

12. **Other Business Introduced by the Board**

- a. The Board reviewed the draft policy on Cosmetologists becoming Barbers through apprenticeship. Currently the draft policy has 1200 hours that a cosmetologist can have transferred towards the Barber apprenticeship. Ms. Commo will gather information for the 800 hour difference and bring it to the next meeting.
- b. Ms. Gray spoke to the Board about Board goals and a Board retreat. Booth rentals, inspections, exam service, and schools were also discussed.
- c. Ms. Preston made a suggestion that the schools be sent a letter reminding them of the requirements for the instructors. Ms. Commo made a motion, seconded by Ms. Hendee, to send letters to all schools including the technical centers. Motion passed unanimously.

13. There being no other business, the meeting adjourned at 11:30 a.m.

Respectfully submitted,

Kara Shangraw
Administrative Assistant