

**Vermont Secretary of State  
Office of Professional Regulation  
BOARD OF BARBERS AND COSMETOLOGISTS  
UNAPPROVED MINUTES  
November 16, 2015**

1. The meeting was called to order at 9:02 a.m.

Board Members Present: Jon Somes, Chair; Randy Peace, Vice-Chair; Joan Kavanaugh; Celeste Moulton and Josephine Thomas, Ad-Hoc Board member. Absent: Judith Wernecke.

OPR Staff Present: Colin Benjamin, Director; Lora Nielsen, Assistant Director; Elizabeth Jarvis, Prosecuting Attorney; Larry Novins, General Counsel; Gabriel Gilman, General Counsel; Terry Gray, Board Administrator; and Kara Shangraw, Licensing Board Specialist.

Others Present: Scott Cameron, Rebecca McBroom, Stuart Russo-Sarge, and Alan Biederman.

2. The Chair called for approval of the Minutes of the September 21<sup>st</sup> meeting. Mr. Peace made a motion, seconded by Ms. Kavanaugh, to approve the Minutes of the September 21, 2015 meeting as submitted. Motion passed unanimously.

3. **Case Manager's Report/Closing Reports/Follow-Up**

Kara Shangraw gave the Case Manager's report. There are currently 24 pending cases.

The Board reviewed the request for removal of conditions for Olivia Kazak. Based on the information submitted, Mr. Peace made a motion, seconded by Ms. Kavanaugh, to remove the conditions from Ms. Kazak's license. Motion passed unanimously.

4. **Reports/Guests**

Director Benjamin discussed the Budget with the Board. There is no need for any changes to the fees at this time.

5. **Hearings/Stipulations**

The Board reviewed the *Stipulation and Consent Order* in the matters of 2013-333 & 2013-334 (Andrea Richardson & Lori Matava). The Respondents' attorney was present. Elizabeth Jarvis, Prosecuting Attorney was present for the State. Larry Novins, General Counsel was present for the Board. Based on the information submitted, the Board went into deliberative session at 9:32 a.m. and out at 9:55 a.m. Ms. Kavanaugh made a motion, seconded by Ms. Thomas, to accept the *Stipulation and Consent Order* as presented. Motion passed 3-1. Mr. Somes, Investigative Team member, abstained from the hearing and vote.

**6. Legislative Updates**

The Board reviewed the proposed changes to the Rules with Attorney Gilman.

**7. Correspondence**

**8. Public Comment/ Other Business:**

**9.** There being no other business, the meeting adjourned at 11:15 a.m.

Respectfully submitted,

Kara Shangraw  
Licensing Board Specialist