

**Vermont Secretary of State
Office of Professional Regulation
BOARD OF BARBERS AND COSMETOLOGISTS
UNAPPROVED MINUTES
October 20, 2008**

1. The meeting was called to order at 9:17 a.m.

Members Present: Josephine Thomas, Chair; Janice Crossan, Vice Chair;
Gregory Josselyn; and Madonna Commo. Absent: Dolorès Martineau.

OPR Staff Present: Larry Novins, Board Counsel; Carla Preston, Unit
Administrator; Gregg Meyer, State Prosecuting Attorney & Kara Shangraw,
Administrative Assistant.

Others Present: Cindy Lowell, Linda Longstreet and Kimberly Tilton.

The Board gave a special thank to Madeline Roy, and welcomed Madonna
Commo to the Board.

2. The Chair called for approval of the Minutes of the September 15th meeting. Ms.
Crossan made a motion, seconded by Ms. Thomas, to approve the Minutes of the
September 15, 2008 meeting as presented. Motion passed unanimously.

3. **Hearings/Stipulations**

- a. The Board held a Default Hearing in the matter of Docket Number CO01-
0707 Michelle Michael. The Respondent was not present. Gregg Meyer,
Prosecuting Attorney was present for the State. Attorney Novins presided
for the Board. Ms. Thomas made a motion, seconded by Mr. Josselyn, to
find Ms. Michael in Default. Based on the information submitted, Mr.
Josselyn made a motion, seconded by Ms. Thomas to Reprimand and to
impose an administrative penalty of \$500.00 on Ms. Michael's license.
The Board voted to suspend her license until the fine is paid. Motion
passed 3-0. Ms. Crossan, Investigative member, did not participate in the
vote.

- b. The Board held a Hearing in the matter of CO33-0208 Matthew Williams.
The Respondent was not present. Gregg Meyer, Prosecuting Attorney was
present for the state. Attorney Novins presided for the Board. After the
hearing, the Board voted to go into deliberative session at 10:50 a.m. and
out of deliberative session at 11:59 a.m. A written decision will be sent.
Ms. Thomas, Investigative Team member, did not participate in the
hearing.

3. Hearings/Stipulations–Continued

- c. The Board reviewed the *Stipulation and Consent Order* in the matter of Docket Number CO29-0208, Crowne Cuts. The Respondent was not present. Gregg Meyer, Prosecuting Attorney was present for the State. Attorney Novins presided for the Board. Based on the information submitted, Ms. Thomas made a motion, seconded by Ms. Commo, to accept the *Stipulation and Consent Order* as submitted. Motion passed 3-0. Ms. Crossan, Investigative Team member, did not participate in the vote.

4. Reports/Guests

- a. Kimberly Tilton attended the meeting and discussed the possibility of transferring more than 500 hours of her cosmetology training towards a barber apprenticeship. She graduated December 11, 2007; and was first licensed as a cosmetologist, January 22, 2008. The Board stated that the Rules clearly state that no more than 500 hours can be transferred and that the hours must be within three months of completing school. Since she graduated in December, 2007 she would need to complete the full 2000 hour apprenticeship. None of her school hours may be applied towards her apprenticeship.
- b. Carla Preston discussed shops with multiple levels in one location. Ms. Preston explained that she has been receiving phone calls regarding shops that want to add services, however, the location of the additional services would not be directly attached to the existing shop location. The Board agreed that if a shop has multiple levels that are not accessible within one location, the shop would need to have a separate license for each section. Ms. Preston also verified that the Board's intent for the license is that they remain on the premises. The Board stated that it needs to be better clarified on the application for a reminder in the upcoming newsletter. Ms. Preston also verified that the Board's intent for the license is that they remain on the premises. The Board stated that it needs to be better clarified on the application for a reminder in the upcoming newsletter.

5. Complaints/Followups

6. Legislation & Draft Rules

7. Applications for Discussion

8. Correspondence

- a. The Board reviewed the September 18, 2008 letter from Daryl Turner regarding her apprenticeship. More information from Ms. Turner is needed to make a decision. Ms. Preston will contact Ms. Turner for more information.

8. Correspondence – Continued

- b. The Board reviewed and noted the miscellaneous correspondence.

- 9. National Accrediting Commission of Cosmetology Arts & Sciences Correspondence**
10. National-Interstate Council of State Boards of Cosmetology Inc. Correspondence
11. National Coalition of Esthetic & Related Associations' Correspondence
12. National Association of Barber Boards of America

The Board reviewed and noted the Minutes of the September 14, 2008 annual conference of the Barber Boards.

13. Public Comment

Linda Longstreet attended the meeting to invite Board members to go to a workshop for the students at her school. She said they are planning on having students write questions for Board members on cards so that the students would be more willing to ask them. Ms. Thomas plans on attending and Ms. Commo will check her schedule to see if she is available.

Ms. Longstreet also asked if cosmetology students could attend a workshop that they are planning on having for the massage therapy program. The Board stated that they could go to the workshop, however, they could not use the hours towards their cosmetology training.

14. Other Business Introduced by the Board

Attorney Novins mentioned the proposed legislation from the Medical Board regarding the use of lasers and chemical peels. The Board members will review the information in preparation of discussing it at the November meeting. The Board will also research Chemical Peel to determine exactly what's involved in that procedure.

- 15. The meeting adjourned at 12:40 p.m.**

Respectfully submitted,

Kara Shangraw
Administrative Assistant