

**Vermont Secretary of State  
Office of Professional Regulation  
BOARD OF BARBERS AND COSMETOLOGISTS  
APPROVED MINUTES  
November 15, 2010**

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

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

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 September 20<sup>th</sup> meeting. Ms. Commo, made a motion, seconded by Ms. Wernecke, to approve the Minutes of the September 20, 2010 meeting as presented. Motion passed unanimously.

3. **Hearings/Stipulations**

The Board reviewed the *Stipulation and Consent Order* in the matters of 2007-103/2007-104/2007-318/2007-319/2008-455 & 2008-456 (Rita Jutras and Vermont College of Cosmetology). 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. Commo, made a motion, seconded by Ms. Descheneau, to accept the *Stipulation and Consent Order* as submitted. Motion passed 4-0.

The Board held a Default Hearing in the matters of 2009-397/2009-407 (Charmaine Stone, and Superb Touch). 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. Commo made a motion, seconded by Ms. Wernecke, to find Ms. Stone in default. Ms. Commo made a motion to reduce the penalty to \$1000.00. Motion failed. Ms. Comeau made a motion to accept the State's recommendation of a \$2000.00 administrative penalty, which was seconded by Ms. Descheneau. Motion passed 3-1.

4. **Reports/Guests**

Christopher Winters attended the meeting and discussed the Boards budget. Currently the Board is in balance. The budget will need to be reviewed in 2013 for a possible fee increase in 2014.

5. **Complaints/Follow ups**

- a. The Board reviewed the report of concluded investigation (2010-129). Ms. Comeau made a motion, seconded by Ms. Wernecke, to accept the team's recommendation to close the case without action. Motion passed unanimously.
- b. The Board reviewed the report of concluded investigation (2009-398). Ms. Wernecke made a motion, seconded by Ms. Comeau, to accept the team's recommendation to close the case without action. Motion passed unanimously.
- c. Ms. Preston, gave her Case Manager's report, there are currently 39 pending cases.

**6. Legislation & Draft Rules**

**7. Applications for Discussion**

The Board reviewed Ms. Waskow's application for shop licensure. Attorney Novins advised the Board of Ms. Waskow's licensure as an Electrologist. Based on her eight and a half years of experience in a related profession, the Board approved Ms. Waskow for shop licensure.

**8. Correspondence**

**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**

Ms. Gray spoke to the Board about other testing services, Ms. Commo would like to have the schools and tech-schools come to the meeting when the testing services attend. Ms. Commo spoke to the Board about the draft policy regarding cosmetologists getting a barbers license. The Board discussed a fee of \$50.00 for all apprenticeship registrations. These topics will be revisited at the January meeting.

**13. There being no other business, the meeting adjourned at 11:05 a.m.**

Respectfully submitted,

Kara Shangraw  
Administrative Assistant