

**Vermont Secretary of State
Office of Professional Regulation**

BOARD OF BARBERS AND COSMETOLOGISTS

**UNAPPROVED MINUTES
October 20, 2014**

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

Board Members Present: Jon Somes, Chair; Randy Peace, Vice-Chair; Donna Hendee, Secretary; and Joan Kavanaugh. Absent: Judith Wernecke.

OPR Staff Present: Christopher Winters, Director of OPR; Colin Benjamin, Board Counsel; Lauren Hibbert, State Prosecuting Attorney; Carla Preston, Case Manager; Terry Gray, Board Administrator; Peter Comart, Board Administrator; and Kara Shangraw, Licensing Board Specialist.

Others Present: Abigail Zsenai and Robert Driver.

2. The Chair called for approval of the Minutes of the September 15th meeting. Mr. Peace, made a motion, seconded by Ms. Kavanaugh, to approve the Minutes of the September 15, 2014 meeting as submitted. Motion passed unanimously.

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

Ms. Preston gave her Case Manager's report, there are currently 28 pending cases.

The Board reviewed the request for removal of conditions from Chelsea C. Palchak's license (M2012-97). Ms. Hendee made a motion, seconded by Mr. Somes, to remove the conditions from Ms. Palchak's license. Motion passed unanimously. Ms. Palchak will be notified.

The Board reviewed the request for removal of conditions from Debra S. Clark's license (M2012-30). Mr. Peace made a motion, seconded by Ms. Hendee, to remove the conditions from Ms. Clark's license. Motion passed unanimously. Ms. Clark will be notified.

2014-339 - The Board reviewed the report of concluded investigation. Ms. Hendee, made a motion, seconded by Ms. Kavanaugh, to accept the Investigative Team's recommendation and concluded the case without formal prosecution. Motion passed 3-0. Mr. Peace, Investigative Team member abstained from the vote.

2013-727 & 2013-728 - The Board reviewed the report of concluded investigation. Ms. Hendee, made a motion, seconded by Mr. Somes, to accept the Investigative Team's recommendation and concluded the case without formal prosecution. Motion passed 3-0. Ms. Kavanaugh, Investigative Team member abstained from the vote.

4. Hearings/Stipulations:

The Board held a Hearing in the matter of 2013-729 (Robert N. Driver). The Respondent was present. Lauren Hibbert, Prosecuting Attorney was present for the State. Attorney Benjamin presided for the Board. Based on the information submitted, the Board went into deliberative session at 9:45 a.m. and out at 10:02 a.m. The respondent will be notified. Mr. Peace, Investigative Team member abstained from the hearing and vote.

The Board reviewed the *Stipulation and Consent Order* in the matters of 2013-408 & 2013-409 (Nails Time & Ngoc Ly). The Respondent was not present. Lauren Hibbert, Prosecuting Attorney was present for the State. Attorney Benjamin presided for the Board. Based on the information submitted, Ms. Hendee, made a motion, seconded by Mr. Somes, to accept the *Stipulation and Consent Order* As presented. Motion passed 4-0.

5. Reports/Guests/Legislative Updates:

Director Winters addressed the Board regarding their current and proposed budget. He advised them that there is no need to consider a fee increase or decrease at this time.

Attorney Benjamin reviewed the proposed Rules revision with the Board. Ms. Hendee made a motion, seconded by Mr. Peace to accept the proposed revisions to the Rules. Motion passed unanimously. Ms. Gray gave the memo for the notice of the public hearing for the proposed Rule changes to the Board. Mr. Somes made a motion, seconded by Ms. Hendee to accept the memo with the minor changes. Motion passed unanimously.

6. Correspondence

7. Public Comment/ Other Business:

There being no other business, the meeting adjourned at 12:26 p.m.

Respectfully submitted,

Kara Shangraw
Licensing Board Specialist