

**Vermont Secretary of State  
Office of Professional Regulation  
BOARD OF BARBERS AND COSMETOLOGISTS  
APPROVED MINUTES  
February 13, 2012**

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

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

OPR Staff Present: Colin Benjamin, Board Counsel; Ed Adrian, State Prosecuting Attorney; Terry Gray, Unit Administrator; Carla Preston, Case Manager; and Kara Shangraw, Licensing Board Specialist.

Others Present: Connie White.

2. The Chair called for approval of the Minutes of the January 9<sup>th</sup> meeting. Ms. Hendee, made a motion, seconded by Ms. Commo, to approve the Minutes of the January 9, 2012 meeting as presented. Motion passed 5-0.

3. **Closing Reports/Case Manager's Report**

- a. 2011-222 & 2011-223 – The Board reviewed the report of concluded investigation. Ms. Commo, made a motion, seconded by Ms. Wernecke, to accept the Investigative Team's recommendation and conclude the case without formal prosecution. Motion passed 4-0. Ms. Comeau, Investigative Team member abstained from the vote.
- b. 2011-330 & 2011-331 – The Board reviewed the report of concluded investigation. Ms. Commo, made a motion, seconded by Ms. Wernecke, to accept the Investigative Team's recommendation and conclude the case without formal prosecution. Motion passed 4-0. Ms. Comeau, Investigative Team member abstained from the vote.
- c. 2011-614 & 2011-615 – The Board reviewed the report of concluded investigation. Ms. Commo, made a motion, seconded by Ms. Wernecke, to accept the Investigative Team's recommendation and conclude the case without formal prosecution. Motion passed 4-0. Ms. Comeau, Investigative Team member abstained from the vote.
- d. 2011-276 & 2011-300 – The Board reviewed the report of concluded investigation. Ms. Comeau, made a motion, seconded by Ms. Hendee, to accept the Investigative Team's recommendation and conclude the case without formal prosecution. Motion passed 4-0. Ms. Commo, Investigative Team member abstained from the vote.
- e. 2011-457 – The Board reviewed the report of concluded investigation. Ms. Commo, made a motion, seconded by Ms. Descheneau, to accept the Investigative Team's recommendation and conclude the case without formal prosecution. Motion passed 4-0. Ms. Hendee, Investigative Team member abstained from the vote.
- f. 2011-810 – The Board reviewed the report of concluded investigation. Ms. Commo, made a motion, seconded by Ms. Wernecke, to accept the Investigative Team's recommendation and conclude the case without formal prosecution. Motion passed 4-0. Ms. Hendee, Investigative Team member abstained from the vote.

Ms. Preston made her Case Manager's report, there are currently 52 pending cases.

Ms. Gray made her administrators report she introduced Connie White as a new inspector for the Board.

**4. Hearings/Stipulations/Follow-Up**

The Board reviewed the *Stipulation and Consent Order* in the matter of 2010-735 (Diana Slora). The Respondent was not present. Ed Adrian, Prosecuting Attorney was present for the State. Attorney Benjamin presided for the Board. Based on the information submitted, Ms. Commo, made a motion, seconded by Ms. Hendee, to accept the *Stipulation and Consent Order* as submitted. The Board went into deliberative session at 9:34 a.m. and out at 9:37 a.m. Motion passed 4-0. Ms. Descheneau, Investigative Team member abstained from the Hearing and vote.

The Board reviewed the request for removal of conditions from Amanda Holmes license (M2009-109). Ms. Comeau made a motion, seconded by Ms. Descheneau, to remove the conditions from Ms. Holmes license. Motion passed 4-0. Ms. Commo, Investigative Team member abstained from the vote.

**5. Reports/Guests**

**6. Miscellaneous Correspondence**

- a. The Board reviewed the January 12, 2012 letter from Lorraine Epler requesting reinstatement of her lapsed cosmetology license. The Board does not have the authority to waive its Rules. Ms. Epler will need to take the entire State Board exams to get her license back. The Board requested the Unit Administrator to respond to Ms Epler's request.
- b. The Board reviewed and noted the February 1, 2012 e-mail from the NIC regarding program updates.
- c. The Board reviewed and noted the February 6, 2012 letter from Trina Bianchi with the Center for Technology Essex.

**7. Public Comment**

8. There being no other business, the meeting adjourned at 10:45 a.m.

Respectfully submitted,

Kara Shangraw  
Licensing Board Specialist