

**Vermont Secretary of State
Office of Professional Regulation
BOARD OF BARBERS AND COSMETOLOGISTS
APPROVED MINUTES
June 20, 2011**

1. The meeting was called to order at 9:05 a.m.

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

OPR Staff Present: Larry Novins, Board Counsel; Ed Adrian, State Prosecuting Attorney; Terry Gray, Unit Administrator; Carla Preston, Case Manager; and Kara Shangraw, Administrative Assistant.

2. The Chair called for approval of the Minutes of the March 21st meeting. Ms. Hendee, made a motion, seconded by Ms. Wernecke, to approve the Minutes of the March 21, 2011 meeting as presented. Motion passed unanimously.

3. **Hearings/Stipulations**

The Board reviewed the *Stipulation and Consent Order* in the matters of 2010-126 & 2010-204 (Clare McAfee / The Wiggoddess.com). The Respondent was not present. Ed Adrian, Prosecuting Attorney was present for the State. Attorney Novins presided for the Board. Ms. Commo, made a motion, seconded by Ms. Descheneau, to accept the *Stipulation and Consent Order* as corrected. The Board went into deliberative session at 9:50 a.m. and out at 9:56 a.m. Attorney Adrian answered questions the Board members had, and the again went into deliberative session at 10:06 a.m. and out at 10:15 a.m. Motion passed 3-0. Ms. Hendee, Investigative Team Member abstained from the vote. Ms. Comeau also abstained from the vote.

The Board reviewed the *Stipulation and Consent Order* in the matters of 2010-201 & 2010-202 (Jayne Talbot / Classic Hair Care, LLC). 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. Hendee, to accept the *Stipulation and Consent Order* as submitted. Motion passed 4-0. Ms. Comeau, Investigative Team Member abstained from the vote.

4. **Reports/Guests**

5. **Complaints/Follow ups**

- a. 2010-614 – The Board reviewed the report of concluded investigation. Ms. Wernecke, made a motion, seconded by Ms. Comeau, to accept the Investigative Team's recommendation and conclude the case without formal prosecution. Motion passed 4-0. Ms. Commo, Investigating team member did not participate in the vote.

Complaints/Follow ups – Continued

- b. 2010-737 – The Board reviewed the report of concluded investigation. Ms. Comeau, 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. Commo, Investigating team member did not participate in the vote.
- c. Ms. Preston gave her case manager’s report. There are currently 58 pending cases.

6. Legislation & Draft Rules

7. Applications for Discussion

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

- a. Barber & Cosmetology inspectors – Round Table discussion. The inspectors and the Board members discussed their experiences with the inspections. They are planning on meeting again in six weeks.
- b. The Board reviewed the draft guidelines for Cosmetologists becoming Barbers through internship.

13. There being no other business, the meeting adjourned at 11:45 a.m.

Respectfully submitted,

Kara Shangraw
Administrative Assistant