

**Vermont Secretary of State  
Office of Professional Regulation  
BOARD OF BARBERS AND COSMETOLOGISTS  
UNAPPROVED MINUTES  
March 16, 2015**

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

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

OPR Staff Present: Colin Benjamin, OPR Director; Gabriel Gilman, General Counsel; Lauren Hibbert, Prosecuting Attorney; Carla Preston, Case Manager; and Kara Shangraw, Licensing Board Specialist.

Others Present: Anne Orr.

2. The Chair called for approval of the Minutes of the November 17<sup>th</sup> meeting. Mr. Peace, made a motion, seconded by Ms. Kavanaugh, to approve the Minutes of the November 17, 2014 meeting as submitted. Motion passed.

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

Ms. Preston made her Case Manager's report, there are currently 22 pending cases.

The Board reviewed the request for removal of conditions for Mike's Barber Shop and Michael Aldrich (M2013-19). Based on the information submitted Ms. Wernecke made a motion, seconded by Ms. Kavanaugh to remove the conditions from both licenses. Motion passed unanimously.

Director Benjamin discussed the new disciplinary process. Based on the information submitted Mr. Peace, made a motion, seconded by Ms. Wernecke to delegate to the OPR case manager authority to assign an independent hearing officer to hear discipline cases and report to the Board pursuant to 3 V.S.A. § 129(f). In those discipline cases not heard by an independent hearing officer, the Board authorizes OPR, where appropriate, to assign the Board counsel other than OPR general counsel for the purpose of presiding over Board hearings. Motion passed unanimously.

4. **Hearings/Stipulations:**

The Board reviewed the *Stipulation and Consent Order* in the matters of 2013-721 & 2013-722 (Elaine Eurich & Just My Style). The Respondent was not present. Lauren Hibbert, Prosecuting Attorney was present for the State. Gabriel Gilman, General Counsel presided for the Board. Based on the information submitted, Ms. Kavanaugh, made a motion, seconded by Mr. Peace, to accept the *Stipulation and Consent Order* As presented. Motion passed 3-0. Ms. Wernecke, Investigative Team member abstained from the hearing and vote.

The Board reviewed the *Stipulation and Consent Order* in the matter of 2013-717 (Tamara Richland). The Respondent was not present. Lauren Hibbert, Prosecuting Attorney was present for the State. Gabriel Gilman, General Counsel presided for the Board. Based on the information submitted, Ms. Kavanaugh, made a motion, seconded by Mr. Peace, to accept the *Stipulation and Consent Order* As presented. Motion passed 4-0.

**5. Reports/Guests/Legislative Updates:**

**6. Correspondence:**

The Board reviewed the letter and documentation from Shahla Erfani requesting approval to take the state board examinations in esthetics. The Board found her documentation incomplete. Ms. Erfani will be notified.

The Board reviewed the February 27, 2015 e-mail from Liesel Manchester. Her email will be included as a public comment for the proposed rules. Ms. Manchester will be encouraged to participate in the public hearing that will follow the filing of the proposed rules with the legislature.

**7. Public Comment/ Other Business:**

**8.** There being no other business, the meeting adjourned at 11:15 a.m.

Respectfully submitted,

Kara Shangraw  
Licensing Board Specialist