

**Vermont Secretary of State  
Office of Professional Regulation  
BOARD OF BARBERS AND COSMETOLOGISTS  
APPROVED MINUTES  
July 18, 2011**

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

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

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 June 20<sup>th</sup> meeting. Ms. Wernecke, made a motion, seconded by Ms. Comeau, to approve the Minutes of the June 20, 2011 meeting as presented. Motion passed unanimously.

3. **Hearings/Stipulations**

The Board held a Hearing in the matter of 2011-403 (Dana Rushford). The Respondent was present. Ed Adrian, Prosecuting Attorney was present for the State. Attorney Novins presided for the Board. Based on the information submitted, the Board went into deliberative session at 9:58 a.m. and out at 10:20 a.m. A written decision will be mailed to Mr. Rushford. Ms. Commo, Investigative Team Member abstained from the vote.

4. **Reports/Guests**

5. **Complaints/Follow ups**

Ms. Preston gave her Case Manager's report, there are currently 53 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**

Ms. Gray discussed with the Board their retreat, a review of the Inspection form, online courses for cosmetology, and other testing services.

13. There being no other business, the meeting adjourned at 10:30 a.m.

Respectfully submitted,

Kara Shangraw  
Administrative Assistant