

**Vermont Secretary of State  
Office of Professional Regulation  
BOARD OF BARBERS AND COSMETOLOGISTS  
APPROVED MINUTES  
January 12, 2009**

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

Members Present: Josephine Thomas, Chair; Janice Crossan, Vice Chair; Madonna Commo; and Dolores Martineau. Absent: Gregory Josselyn.

OPR Staff Present: Kevin Leahy, Board Counsel; Carla Preston, Unit Administrator; Edward Adrian, Prosecuting Attorney; Betsy Wrask, Prosecuting Attorney; and Kara Shangraw, Administrative Assistant.

Others Present: Erin Heins, Walter Commonwood, Vincent Illuzzi, Andrea Poutre, Tracie Stevens and Ruth Comeau.

2. The Chair called for approval of the Minutes of the November 17<sup>th</sup> meeting. Ms. Crossan made a motion, seconded by Ms. Martineau, to approve the Minutes of the November 17, 2008 meeting as presented. Motion passed unanimously.

3. **Hearings/Stipulations**

- a. The Board reviewed the Stipulation of Facts regarding CO02-0808, CO03-0808, and CO19-1207 Walter Commonwood & Metropolitan Hair. The Respondent was present with his Attorney Erin Heins. Edward Adrian, Prosecuting Attorney was present for the state. Attorney Leahy presided for the Board. After the hearing, the Board voted to go into deliberative session at 9:51 a.m. and out of deliberative session at 10:30 a.m. A written decision will be forwarded to the parties. Ms. Crossan, Investigative Team member, did not participate in the hearing.
- b. The Board held a Preliminary Denial Hearing of licensure for the shop Casa Lusso, LLC. Tracie Stevens and Andrea Poutre, shop owners, were present with their Attorney Vincent Illuzzi. Betsy Wrask, Prosecuting Attorney was present for the state. Attorney Leahy presided for the Board. After the hearing, the Board voted to go into deliberative session at 11:20 a.m. and out of deliberative session at 11:55 a.m. A written decision will be forwarded to the parties. Ms. Crossan, Investigative Team member, did not participate in the hearing.

**4. Reports/Guests**

Christopher Winters, Director of OPR discussed the need to increase fees with the Board. The proposed changes are:

Initial license fee – from \$50.00 to \$100.00  
Initial Shop license – from \$150.00 to \$300.00  
Individual Renewals – from \$80.00 to \$120.00  
Shop Renewals – from \$100.00 to \$200.00

There has not been a significant change in fees since 2000. There was a small adjustment in 2005 when renewal fees went from \$60.00 to \$80.00. The reason for the increase in fees is due in part based on the increase in complaints and in shop inspections.

**5. Complaints/Follow ups**

APP-CO10-0908 – The Board reviewed the Report of Concluded Investigation. Based on the information provided, Ms. Crossan made a motion, seconded by Ms. Martineau, to accept the Investigative Team's recommendation to conclude this matter without charges. Motion passed. Ms. Thomas, Investigating member, did not participate in the vote.

- 6. Legislation & Draft Rules**
- 7. Applications for Discussion**
- 8. Correspondence**

The Board reviewed and noted the miscellaneous correspondence.

- 9. National Accrediting Commission of Cosmetology Arts & Sciences Correspondence**
- 10. National-Interstate Council of State Boards of Cosmetology Inc. Correspondence**
- 11. National Coalition of Esthetic & Related Associations' Correspondence**
- 12. National Association of Barber Boards of America**
- 13. Public Comment**
- 14. Other Business Introduced by the Board**

Chairperson Thomas mentioned topics to be covered in the November 2009 newsletter such as recurrent problems that lead to increased cases.

- 15. The meeting adjourned at 12:13 p.m.**

Respectfully submitted,

Kara Shangraw  
Administrative Assistant