

**Vermont Secretary of State  
Office of Professional Regulation  
BOARD OF BARBERS AND COSMETOLOGISTS  
UNAPPROVED MINUTES  
July 21, 2008**

1. The meeting was called to order at 9:03 a.m.

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

OPR Staff Present: Larry Novins, Board Counsel; Carl Preston, Unit Administrator; Betsy Ann Wrask, Prosecuting Attorney; & Kara Shangraw, Administrative Assistant.

Others Present: Cindy Lowell, and Anna Marie Charlebois.

2. The Chair called for approval of the Minutes of the May 19<sup>th</sup> meeting. Ms. Roy made a motion, seconded by Mr. Josselyn, to approve the Minutes of the May 19, 2008 meeting as presented. Motion passed unanimously.

3. **Hearings/Stipulations**

a. The Board held a Default Hearing in the matter of Docket Number CO34-0208, Heidi Norful. The Respondent was not present. Betsy Ann Wrask, Prosecuting Attorney was present for the State. Attorney Novins presided for the Board. Ms. Roy made a motion, seconded by Ms. Thomas, to find Ms. Norful in Default. Based on the information submitted, Ms. Roy made a motion, seconded by Ms. Thomas to Indefinitely Suspend Ms. Norful's license. The Board will set Conditions upon her request for reinstatement. Motion passed 3-0. Mr. Josselyn, Investigating member, did not participate in the vote.

b. The Board reviewed the *Stipulation and Consent Order* in the matter of Docket Number CO20-1207, Georgina McKay. The Respondent was not present. Betsy Ann Wrask, Prosecuting Attorney was present for the State. Attorney Novins presided for the Board. Based on the information submitted, Ms. Roy made a motion, seconded by Ms. Thomas, to accept the *Stipulation and Consent Order* as submitted. Motion passed 4-0. Ms. Crossan, Investigating member, was not present.

**3. Hearings/Stipulations – Continued**

- c. The Board reviewed the *Stipulation and Consent Order* in the matters of Docket Numbers CO15-0907/CO17-1007, Strong House Spa. The Respondents were not present. Betsy Ann Wrask, Prosecuting Attorney was present for the State. Attorney Novins presided for the Board. Based on the information submitted, Ms. Roy made a motion, seconded by Ms. Thomas to accept the *Stipulation and Consent Order* as submitted. Motion passed 4-0. Ms. Crossan, Investigating member, was not present.

**4. Reports/Guests**

**5. Complaints/Followups**

- a. CO02-0707/CO03-0707 – The Board reviewed the Report of Concluded Investigation. Based on the information provided, Mr. Josselyn made a motion, seconded by Ms. Roy, to accept the Investigative Team's recommendation to conclude these matters without charges. Motion passed. Ms. Thomas, Investigating member, did not participate in the vote.
- b. CO27-0208/ULP-CO28-0208 – The Board reviewed the Report of Concluded Investigation. Based on the information provided, Ms. Roy made a motion, seconded by Mr. Josselyn, to accept the Investigative Team's recommendation to conclude these matters without charges. Motion passed. Ms. Thomas, Investigating member, did not participate in the vote.
- c. CO12-0907 – The Board reviewed the Report of Concluded Investigation. Based on the information provided, Ms. Roy made a motion, seconded by Ms. Thomas, to accept the Investigative Team's recommendation to conclude this matter without charges. Motion passed. Mr. Josselyn, Investigating member, did not participate in the vote.
- d. CO08-0707/CO09-0707/ULP-CO22-0108 – The Board reviewed the Report of Concluded Investigation. Based on the information provided, Ms. Roy made a motion, seconded by Ms. Thomas, to accept the Investigative Team's recommendation to conclude these matters without charges. Motion passed. Ms. Crossan, Investigating member, was not present.

**6. Legislation & Draft Rules**

**7. Applications for Discussion**

**8. Correspondence**

- a. 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**

The Board reviewed and noted the “NIC Bulletin.”

**11. National Coalition of Esthetic & Related Associations’ Correspondence**

The Board reviewed and noted the “PCI Journal.”

**12. National Association of Barber Boards of America**

The Board reviewed and noted the remainder of the annual conference in Washington DC.

**13. Public Comment**

**14. Other Business Introduced by the Board**

- 15.** The meeting adjourned at 9:53 a.m.

Respectfully submitted,

Kara Shangraw  
Administrative Assistant