

**Vermont Secretary of State  
Office of Professional Regulation  
BOARD OF BARBERS AND COSMETOLOGISTS  
APPROVED MINUTES  
March 19, 2012**

1. The meeting was called to order at 10:00 a.m.

Board Members Present: Ruth Comeau, Vice-Chair; Donna Hendee, Secretary; Judith Wernecke, and Ad-Hoc member Nicole White. Absent: Madonna Commo, Chair; and Marsha Descheneau.

OPR Staff Present: Larry Novins, Board Counsel; Anastasia Douglas, State Prosecuting Attorney; Terry Gray, Unit Administrator; Carla Preston, Case Manager; and Kara Shangraw, Licensing Board Specialist.

2. The Chair called for approval of the Minutes of the February 13<sup>th</sup> meeting. Ms. Hendee, made a motion, seconded by Ms. Wernecke, to approve the Minutes of the February 13, 2012 meeting as presented. Motion passed.

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

Ms. Preston made her Case Manager's report, there are currently 55 pending cases.

The Board reviewed the request for removal of conditions from Walter Commonwood's license (M2009-87). Ms. Wernecke made a motion, seconded by Ms. Hendee, to accept the Investigative Team's recommendation to remove the conditions from Mr. Commonwood's license. Motion passed 4-0.

The Board reviewed the request for reinstatement with conditions on Crystal Dubuque's license (M2009-114). Ms. Hendee made a motion, seconded by Ms. Wernecke, to accept the Investigative Team's recommendation to reinstate Ms. Dubuque's license with conditions. Motion passed 4-0.

The Board reviewed the request for removal of conditions from Frank Van Nguyen's license (M2011-73). Ms. Hendee made a motion, seconded by Ms. Wernecke, to accept the Investigative Team's recommendation to remove the conditions from Mr. Nguyen's license. Motion passed 4-0.

The Board reviewed the request for reinstatement of Minh K. Ngo's license (M2009-281). Ms. Hendee made a motion, seconded by Ms. Wernecke, to accept the Investigative Team's recommendation to reinstate Mr. Ngo's license. Motion passed 3-0. Ms. Comeau, Investigative Team member abstained from the vote.

4. **Hearings/Stipulations**

The Board reviewed the *Stipulation and Consent Order* in the matter of 2011-806 (Debra Clark). The Respondent was not present. Anastasia Douglas, Prosecuting Attorney was present for the State. Attorney Novins presided for the Board. Based on the information submitted, Ms. Hendee, made a motion, seconded by Ms. Comeau, to accept the *Stipulation and Consent Order* as submitted. The Board went into deliberative session at 11:35 a.m. and out at 11:38 a.m. Motion passed 4-0.

**4. Hearings/Stipulations – Continued:**

The Board reviewed the *Stipulation and Consent Order* in the matters of 2011-320 & 2011-321 (Headspins & Carole Coggio). The Respondent was not present. Anastasia Douglas, Prosecuting Attorney was present for the State. Attorney Novins presided for the Board. Based on the information submitted, Ms. Comeau, made a motion, seconded by Ms. Hendee, to accept the *Stipulation and Consent Order* as submitted. The Board went into deliberative session at 11:42 a.m. and out at 11:43 a.m. Motion passed 4-0.

The Board reviewed the *Stipulation and Consent Order* in the matter of 2011-807 (Jaime Johnson). The Respondent was not present. Anastasia Douglas, Prosecuting Attorney was present for the State. Attorney Novins presided for the Board. Based on the information submitted, Ms. Hendee, made a motion, seconded by Ms. Wernecke, to accept the *Stipulation and Consent Order* as submitted. Motion passed 4-0.

The Board reviewed the *Stipulation and Consent Order* in the matters of 2011-620 & 2011-621 (Garry's Barber Shop & Garry Montague). The Respondent was not present. Anastasia Douglas, Prosecuting Attorney was present for the State. Attorney Novins presided for the Board. Based on the information submitted, Ms. Comeau, made a motion, seconded by Ms. Wernecke, to accept the *Stipulation and Consent Order* as submitted. The Board went into deliberative session at 11:49 a.m. and out at 11:52 a.m. Motion passed 3-0. Ms. Hendee, Investigative Team member abstained from the Hearing and vote.

The Board reviewed the *Stipulation and Consent Order* in the matters of 2011-691 & 2011-690 (Sarah Larivee & Marketplace Hair Design). The Respondent was not present. Anastasia Douglas, Prosecuting Attorney was present for the State. Attorney Novins presided for the Board. Based on the information submitted, Ms. Comeau, made a motion, seconded by Ms. Wernecke, to accept the *Stipulation and Consent Order* as submitted. Motion passed 3-0. Ms. Hendee, Investigative Team member abstained from the Hearing and vote.

**5. Reports/Guests**

**6. Miscellaneous Correspondence**

**7. Public Comment**

8. There being no other business, the meeting adjourned at 12:00 p.m.

Respectfully submitted,

Kara Shangraw  
Licensing Board Specialist