

**Vermont Secretary of State
Office of Professional Regulation
BOARD OF BARBERS AND COSMETOLOGISTS
UNAPPROVED MINUTES
November 17, 2014**

1. The meeting was called to order at 9:07 a.m.

Board Members Present: Jon Somes, Chair; Randy Peace, Vice-Chair; Donna Hendee, Secretary; Joan Kavanaugh; and Judith Wernecke.

OPR Staff Present: Colin Benjamin, Board Counsel; Carla Preston, Case Manager; Terry Gray, Board Administrator; and Kara Shangraw, Licensing Board Specialist.

Others Present: Betty Popple; Laura Dimick; Liesel Manchester; Erin Jewell; Christina Currier; Claire Dessureau; and Ulises Ferreira.

2. The Chair called for approval of the Minutes of the October 20th meeting. Ms. Hendee, made a motion, seconded by Mr. Peace, to approve the Minutes of the October 20, 2014 meeting as submitted. Motion passed unanimously.

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

Ms. Preston gave her Case Manager's report, there are currently 23 pending cases.

2013-723 - The Board reviewed the report of concluded investigation. Mr. Somes, made a motion, seconded by Mr. Peace, to accept the Investigative Team's recommendation and concluded the case without formal prosecution. Motion passed 4-0. Ms. Kavanaugh, Investigative Team member abstained from the vote.

2013-745 - The Board reviewed the report of concluded investigation. Ms. Hendee, made a motion, seconded by Mr. Peace, to accept the Investigative Team's recommendation and concluded the case without formal prosecution. Motion passed 4-0. Mr. Somes, Investigative Team member abstained from the vote.

2014-327 & 2014-328 - The Board reviewed the report of concluded investigation. Mr. Peace, made a motion, seconded by Ms. Hendee, to accept the Investigative Team's recommendation and concluded the case without formal prosecution. Motion passed 4-0. Mr. Somes, Investigative Team member abstained from the vote.

2014-330 - The Board reviewed the report of concluded investigation. Ms. Kavanaugh, made a motion, seconded by Mr. Peace to reject the report of concluded investigation as presented. Motion failed 0-4. Ms. Hendee, made a motion, seconded by Mr. Peace, to accept the Investigative Team's recommendation and concluded the case without formal prosecution. Motion passed 4-0. Mr. Somes, Investigative Team member abstained from the vote.

4. Hearings/Stipulations:

5. Reports/Guests/Legislative Updates:

The Board with Attorney Benjamin held the public hearing to receive comments on the proposed administrative rules. The Board also reviewed the written comments received by the office. Based on the comments, the Board made a few minor changes to the proposed rules. Ms. Hendee made a motion, seconded by Mr. Peace, to accept the proposed rules with further revisions. Motion passed unanimously.

6. Correspondence

7. Public Comment/ Other Business:

Ms. Gray gave the Board the statistics from Professional Credential Services (the exam service) for the year 2013. The exam service is proposing a fee increase to the examinations. Mr. Peace, made a motion, seconded by Mr. Somes, to accept the fee increase. Motion passed unanimously.

There being no other business, the meeting adjourned at 12:52 p.m.

Respectfully submitted,

Kara Shangraw
Licensing Board Specialist