

**Vermont Secretary of State  
Office of Professional Regulation  
BOARD OF BARBERS AND COSMETOLOGISTS  
APPROVED MINUTES  
March 21, 2011**

1. The meeting was called to order at 9:00 a.m.

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

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.

Others Present: Crystal Dubuque & Diana Dubuque.

2. The Chair called for approval of the Minutes of the February 14<sup>th</sup> meeting. Ms. Wernecke, made a motion, seconded by Ms. Comeau, to approve the Minutes of the February 14, 2011 meeting as presented. Motion passed unanimously.

3. **Hearings/Stipulations**

A Hearing in the matter of 2010-33 (Crystal Dubuque). The Respondent was present. Ed Adrian, Prosecuting Attorney was present for the State. Attorney Novins presided for the Board. The State admitted evidence, questioned witnesses, and presented his case. Ms. Dubuque answered questions, questioned her witness, and presented her case. Based on the information submitted, the Board went into deliberative session at 11:45 a.m. and out at 1:10 p.m. A written decision will be mailed to Ms. Dubuque.

4. **Reports/Guests**

5. **Complaints/Follow ups**

- a. 2010-276 & 2010-710 – The Board reviewed the report of concluded investigation. Ms. Hendee, made a motion, seconded by Ms. Descheneau, to accept the Investigative Team's recommendation and conclude the case without formal prosecution. Motion passed 4-0. Ms. Wernecke, Investigating team member did not participate in the vote.
- b. 2010-611 & 2010-612 – The Board reviewed the report of concluded investigation. Ms. Comeau, made a motion, seconded by Ms. Hendee, to accept the Investigative Team's recommendation and conclude the case without formal prosecution. Motion passed 4-0. Ms. Commo, Investigating team member did not participate in the vote.

- c. 2010-616 & 2010-617 – The Board reviewed the report of concluded investigation. Ms. Comeau, made a motion, seconded by Ms. Descheneau, to accept the Investigative Team's recommendation and conclude the case without formal prosecution. Motion passed 4-0. Ms. Hendee, Investigating team member did not participate in the vote.
- d. Ms. Preston gave her case manager's report. There are currently 38 pending cases.

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

The Board tabled the review of the March 16, 2011 e-mail from WCAX regarding eyebrow threading.

- 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**

The Board tabled the review of the draft policy on Cosmetologists becoming Barbers through internship.

- 13.** There being no other business, the meeting adjourned at 1:35 p.m.

Respectfully submitted,

Kara Shangraw  
Administrative Assistant