

Minutes

Board Meeting West Virginia Board of Barbers and Cosmetologists Waterfront Place Hotel 11:00 a.m.

February 26, 2012

Members Present:

Michael Belcher
Justina Gabbert
Sarah Hamrick
Susan Poveromo
Rick Stache
James (Jim) Ryan

Others Present:

Adam L. Higginbotham
Charlie Persinger
Amanda D. Smith
Mary Downy
Ashley Spaulding
(See Attached Sign-In Sheet)

The meeting was called to order by Sarah Hamrick, Chairman of the State Board of Barbers and Cosmetologists at 11:07 a.m. on Sunday, February 26, 2012 at Waterfront Place Hotel in Morgantown, WV. Roll call was taken.

The next item on the agenda was the approval of the December 11, 2011 minutes. The Chair entertained a motion to approve the minutes as presented. On motion duly made by Jim Ryan and seconded by Rick Stache the motion carried.

The next item on the agenda is PCARD purchases for December 2011 to January 2012. The Chair entertained a motion to approve the PCARD purchases as presented. On motion duly made by Susan Poveromo and seconded by Michael Belcher the motion carried.

The next item on the agenda is Finances (July 2011 – January 2012) – The Chair entertained a motion to approve the Finances as presented. On motion duly made by Justina Gabbert and seconded by Michael Belcher the motion carried.

The next item on the agenda is Leigh Ann Parsons license renewal (stated inactive but account is shown as lapsed) – The Chair entertained a motion that the licensee would need to renew the lapsed license because there was not sufficient proof that the license was placed on inactive. On motion duly made by Jim Ryan and seconded by Susan Poveromo the motion carried.

The next item on the agenda is School National Written Average Report for 2011 – The Chair introduced Adam Higginbotham to present the School National Written Average Report for 2011

The next item on the agenda is Request to allow dog in salon due to condition- The Chair entertained a motion that until proper documentation is provided, stating the dog is a certified service animal through the state, the animal is not allowed in the salon. If he provides documentation then the dog can stay in salon. On motion duly made by Jim Ryan and seconded by Rick Stache the motion carried.

The next item on the agenda is Continuing Education Requirements for Inactive Renewals – The Chair entertained a motion the every licensee that goes on the inactive list in or after 2012, will need to take continuing education for every year they are on the inactive list, 4 hours per year CE – send a letter to every licensee and post on our website. On motion duly made by Justina Gabbert and seconded by Susan Poveromo the motion carried.

The next item on the agenda is Disposable Buffers (some say they can be sanitized and disinfected but cannot since they are porous and soak in issues) – The inspectors are trained to differentiate what would constitute as disposable files. The chair entertained a motion to let the inspectors make the differentiation. On motion duly made and seconded the motion carried.

The next item on the agenda was Appeal of Fines. The Chair recognized Charlie Persinger with the State Board office. Charlie Persinger presented the following Appeal of Fines.

A-0250–2.4-1st offense- The chair entertained a motion to uphold the fine. On motion duly made by Justina Gabbert and seconded by Michael Belcher the motion carried.

A-0281-2.4-1st offense- The chair entertained a motion to uphold the fine. On motion duly made by Michael Belcher and seconded by Rick Stache the motion carried.

A-0287- The chair entertained a motion to uphold the fine. On motion duly made by Michael Belcher and seconded by Rick Stache the motion carried.

A-0304- 2.9-1st offense – The chair entertained a motion to uphold the fine. On motion duly made by Michael Belcher and seconded by Rick Stache the motion carried.

B-0471-2.4 – 1st offense – The chair entertained a motion to uphold the fine. On motion duly made by Justina Gabbert and seconded by Susan Poveromo the motion carried.

C-0154-2.4-1st offense – The chair entertained a motion to dismiss the fine, it has been paid. On motion duly made by Michael Belcher and seconded by Rick Stache the motion carried.

C-0327-2.4- 1st offense – The chair entertained a motion to uphold the fine. On motion duly made by Justina Gabbert and seconded by Rick Stache the motion carried.

D-0450-2.10 – 1st offense- The chair entertained a motion to uphold the fine. On motion duly made by Justina Gabbert and seconded by Michael Belcher the motion carried.

E-0193-2.4-1st offense – The chair entertained a motion to uphold the fine. On motion duly made by Susan Poveromo and seconded by Justina Gabbert the motion carried.

The next item on the agenda is New Business. Adam Higginbotham discussed the following information:

New website design and possible functions
Online shop inspection review
Videos
Online chat
Transparency

The Chair entertained a motion to adjourn the Regular Session and convene into Executive Session after lunch. On motion duly made by Justina Gabbert and seconded by Susan Poveromo the motion carried.

The Chair entertained a motion to reconvene into Regular Session to discuss decisions made during Executive Session in reference to the following items.

Complaints were discussed and the board made the following motions:

C2011-45- The board voted to give them 1 month to get issues fixed with 4 weekly inspections. If the shop is not compliant, schedule them for a hearing before the board.

C2012-44 – The board voted to close this complaint, they have made the required improvements.

C2012-47 – The board voted to continue monitoring this salon, wait to see if more complaints come in.

C2012-48 (shop in Beckley) – The board voted to close this complaint.

C2012-49 (shop in Lewisburg) – The board voted to close this complaint.

C2012-50 – The board voted to send a letter that students should not be going on errands except for field trips for school (students should not be able to go to the bank) and close this complaint.

C2012-52 – The board voted to close this complaint, they have already handled this issue.

Barber Apprenticeship rough draft – Adam Higginbotham is to redraft the rough draft and report to Michael Belcher and Jim Ryan.

Third Party Examination – The Board voted to renew the contract with DL Roope for 6 months.

The Board voted to cancel Adam's work cell phone.

The Board voted to deny Tammie Tran's Reciprocity Application due to questionable documents.

The Board voted to approve and process Mai Diem Tran's Reciprocity Application.

The Board voted to approve to keep Jenea Sherman's license although she has a felony conviction, she paid her debt to society.

The Board voted to give Lisa Thomas her license back although she has a felony conviction; she paid her debt to society.

The Board voted that if a person receives a felony conviction before they are a licensee and their debt is paid to society then we will license them.

The Board voted to update the following Policies and Procedures to reflect the following:

Policy 1. Take out this policy

Policy 2. Keep this policy

Policy 3. Keep this policy

Policy 4. Take out this policy

Policy 5. Take out this policy

Policy 6. Take out this policy

Policy 7. Take out this policy

Policy 8. Take out this policy

Policy 9. Keep this policy

Policy 10. Take out this policy

Policy 11. Take out this policy

Policy 12. Take out this policy

Policy 13. Take out this policy

Policy 14. Take out this policy

Policy 15. Keep this policy

Policy 16. Take out this policy – it is in the law

Policy 17. Keep this policy

Policy 18. Take out this policy – it is in the law

Policy 19. Take out this policy

Policy 20. Take out this policy – it is in the law

Policy 21. Keep this policy

Policy 22. Keep this policy

Policy 23. Keep this policy

Policy 24. Keep this policy

Policy 25. Take out this policy

Policy 26. Take out this policy

Policy 27. Keep this policy but correct wording to state: "30% in acids"

Policy 28. Table/Keep Research minutes from 8-5-07 for a curriculum

Policy 29. Take out this policy

The chair made a motion to reflect all the decisions made during executive will be upheld. On motion duly made by Jim Ryan and seconded by Michael Belcher the motion carried.

The Chair entertained a motion to adjourn. On motion duly made and seconded the motion carried.

Approved By: _____

Date: _____

Drafted by Amanda D. Smith

Revised 04/23/2012