

Minutes

Board Meeting West Virginia Board of Barbers and Cosmetologists South Charleston, WV 12:00 p.m.

June 24, 2012

Members Present:

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

Others Present:

Adam L. Higginbotham
Amanda D. Smith

D.L. Hamilton
(See Attached Sign-In Sheet)

The meeting was called to order by Sarah Hamrick, Chairman of the State Board of Barbers and Cosmetologists at 12:04 p.m. on Sunday, June 24, 2012 at the Holiday Inn, South Charleston, WV. Roll call was taken.

The Chair entertained a motion to go into Executive Session. 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. On motion duly made by Justina Gabbert and seconded by Rick Stache the motion carried.

The first item on the agenda was the approval of the April 29, 2012 minutes. The Chair entertained a motion to amend the minutes as discussed. On motion duly made by Justina Gabbert and seconded by Rick Stache the motion carried.

The next item on the agenda was Board Financials (July 1st, 2011 – June 5th, 2012) (Exhibit A). The Chair recognized Mr. Adam L. Higginbotham, Executive Director, of the West Virginia State Board of Barbers and Cosmetologists. Mr. Higginbotham presented a financial review from July 1, 2011 to June 5, 2012. The Chair entertained a motion to approve the financials as presented. On motion duly made by Jim Ryan and seconded by Justina Gabbert the motion carried.

The next item on the agenda was PCARD purchases for May 2012. The Chair recognized Mr. Adam L. Higginbotham, Executive Director, of the West Virginia State Board of Barbers and Cosmetologists. Mr. Higginbotham presented the PCARD purchases for May 2012. The Chair entertained a motion to approve the PCARD purchases as presented. On motion duly made by Susan Poveromo and seconded by Jim Ryan the motion carried.

The next item on the agenda was School Opening Application

- **New River Community and Technical College** – The Chair entertained a motion to accept the application as presented pending the school inspection and proper amount of instructors. On motion duly made by Jim Ryan and seconded by Rick Stache the motion carried.

The next item on the agenda was School Inspections:

- **Scott College of Cosmetology**
- **Morgantown Beauty College**
- **International Beauty College**

The Chair entertained a motion to go into Executive Session. On motion duly made by Justina Gabbert and seconded by Michael Belcher the motion carried.

On motion duly made by Justina Gabbert and seconded by Susan Poveromo the following decisions were made in reference to matters discussed in Executive Session:

The next item on the agenda was Appeal of Fines. The Chair recognized Adam L. Higginbotham, Executive Director to present the following Appeal of Fines.

A-0403- 2.64 – 1st offense - allowing someone to work with an expired booth rental – DISMISS

A-0416 – 2.5 – 1st offense – operating a shop w/o filing for a shop license – DISMISS

A-0417 – 2.6 – 1st offense – performing services as a practioner in an unlicensed shop – DISMISS

A-0418 – 2.9 – 1st offense – DISMISS

A-0437 – 2.4 – 1st offense – operating a shop on an expired license – UPHOLD

A-0452 – 2.19 – 1st offense – failing to register at new location - UPHOLD

B-0550 – 2.45 – 2nd offense – failure to keep rollers clean and free of debris - UPHOLD

B-0551 – 2.52 – 2nd offense – UPHOLD

B-0556 – 2.45 – 3rd offense – failure to keep rollers clean and free of debris - UPHOLD

B-0557 – 2.52 – 3rd offense – UPHOLD

B-0559 – 2.52 – 4th offense – UPHOLD send her a letter that fines need to be paid

D-0437 – 2.9 – 2nd offense – practicing out of scope/waxing – UPHOLD

E-0311 – 2.9 – 1st offense – licensing working in an expired shop – REVISE fine to a 2.4 and lower fine to \$200.

COMPLAINTS:

- A. C2012-39 - DISMISS
- B. C2012-46 – CLOSE COMPLAINT and put in owners files for reference
- C. C2012-59 – CLOSE COMPLAINT, the shop is closed.
- D. C2012-62 – Multiple Monetary Violations were issued but have not been paid. CLOSE COMPLAINT and DO not renew the shop license until the violations have been paid and another inspection is done and passed.
- E. C2012-64 – Board write a strongly worded letter about closing the school without notice to the Board or proper notice to the students (regardless of the situation) and that students are students regardless of their freedom under the rules of the Board. Also, school should look into purchasing a manual or electronic time clock to keep accurate records.
- F. C2012-65 – Board send a letter reminding licensee about professional conduct and being a licensee and close until charges are processed and a conviction against the licensee occurs. If at all.
- G. C2012-66 – Continue to monitor thru December. Review in December to decide whether to renew her 2013 provider license
- H. C2012-71 – DISMISS complaint
- I. C2012-72 – DISMISS complaint

The next item on the agenda was Cosmetology Completion Percentage. The Chair recognized Adam L. Higginbotham, Executive Director to present the Cosmetology Completion Percentages.

The next item on the agenda was Series 4. The Chair entertained a motion to add the changes as presented (attached). On motion duly made by Jim Ryan and seconded by Rick Stache the motion carried.

The next item on the agenda was Hair Stylist License Hour for Curriculum. The Chair entertained a motion to set the hours at 1000. On motion duly made by Rick Stache and seconded by Susan Poveromo the motion carried.

The next item on the agenda was the Pilot Project with Southern Community College concerning implementation of new curriculum and computer-based theory course.

The next item on the agenda was Grace Taylor Review Request by Licensee- concerning exemption. The Chair entertained a motion to allow her to be except from the continuing education. On motion duly made by Justina Gabbert and seconded by Rick Stache the motion carried.

The next item on the agenda was Lisa Rieser Review Request by Licensee- concerning continuing education with massage therapy. The Chair entertained a motion to deny the provider if they are not on our list of CE providers. On motion duly made by Justina Gabbert and seconded by Susan Poveromo the motion carried.

The next item on the agenda was Tony Dang Review Request by Licensee’s Attorney- wants license reinstated, which was revoked June 2011 for 14 unlicensed worker violations. The Chair entertained a motion to deny his request for license to be reinstated. On motion duly made by Justina Gabbert and seconded by Susan Poveromo the motion carried.

The next item on the agenda was Diem Luong Review Request by Board Office- ABT results accepted. The Chair entertained a motion to not accept the current ABT, she has to pass and submit results of a new ABT test. On motion duly made by Justina Gabbert and seconded by Jim Ryan the motion carried.

The Chair entertained a motion to adjourn. On motion duly made by Justina Gabbert and seconded by Michael Belcher the motion carried.

Approved By: _____

Date: _____

Drafted by Amanda D. Smith