

MINUTES

BOARD MEETING WEST VIRGINIA BOARD OF BARBERS AND COSMETOLOGISTS HAMPTON INN, CHARLESTON, WV 1:00 P.M.

DECEMBER 6, 2015

Members Present

Sarah Hamrick, President
Michael Belcher, Vice President
Susan Poveromo
Justina Gabbert
Melissa Delaney
Sean Stevens
Khuong Nguyen

Others Present

Amanda Smith, Executive Director
David Scarpelli, Deputy Director
Danielle Cordle, Secretary
Charlie Persinger, Records Manager
Jason Graves, Inspector
Kenyon Warner, Inspector
Ann Thomas
Christy Adkins

The meeting was called to order by Sarah Hamrick, President of the West Virginia Board of Barbers and Cosmetologists at 1:04 p.m. at the Hampton Inn, Charleston, WV.

The first item on the agenda was **Roll Call**.

The next item on the agenda was the **Board Minutes Approval for October 25, 2015 and November 8, 2015**. The Chair entertained a motion to approve the minutes for October 25, 2015 as presented. On motion duly made by Melissa Delaney and seconded by Justina Gabbert the motion carried unanimously. The Chair entertained a motion to approve the minutes for November 8, 2015 as presented. On motion duly made by Michael Belcher and seconded by Melissa Delaney the motion carried unanimously.

The next item on the agenda was the **Purchasing (PCARD) Purchases**. The Chair recognized Amanda Smith, Executive Director. Ms. Smith presented the purchasing (PCARD) purchases for September 2015 - October 2015 (see attachment A). The Chair entertained a motion to approve the purchasing (PCARD) purchases as presented. On motion duly made by Michael Belcher and seconded by Justina Gabbert the motion carried unanimously.

The next item on the agenda was the **Board Financials**. The Chair recognized Amanda Smith, Executive Director. Ms. Smith presented the Board financials for July 2015 – October 2015 (see attachment B). The

Chair entertained a motion to approve the financials as presented. On motion duly made by Justina Gabbert and seconded by Khuong Nguyen the motion carried unanimously.

The next item on the agenda was **Upcoming Legislation/Proposed Changes**. The Board and the Executive Director discussed upcoming legislation and proposed changes (see attachment C).

The next item on the agenda was **New Schools**. The Chair recognized Amanda Smith, Executive Director. Ms. Smith presented three (3) new schools of cosmetology: United Technical Center; Fred W. Eberle Technical Center School of Cosmetology & Design, and Boone County Career & Technical Center.

The next item on the agenda was **WV Oasis/Kronos/Auditor's Seminar Update**. The Chair recognized Amanda Smith, Executive Director. Ms. Smith gave an overview of WV Oasis and Kronos. Ms. Smith recognized David Scarpelli, Deputy Director. Mr. Scarpelli gave an overview of the Auditor's licensing seminar that was held on December 1, 2015.

The Chair entertained a motion to adjourn for a break. On motion duly made by Justina Gabbert and seconded by Michael Belcher the motion carried unanimously. After the break, the meeting was called to order by the Chair.

The next item on the agenda was **Fine Appeals**. The Chair recognized Charlie Persinger, Records Manager. Mr. Persinger presented the following fine appeal(s):

Fine Appeals in Person - Licensing

G-954: 1st offense, 2.4, operating a shop with an expired shop license. Licensee did not appear to appeal outstanding fine. The Chair entertained a motion to **UPHOLD** the fine as presented. On motion duly made by Justina Gabbert and seconded by Michael Belcher the motion carried unanimously.

Fine Appeals in Writing - Licensing

G-936: 1st offense, 2.4, operating a shop with an expired shop license. The Chair entertained a motion to **UPHOLD** the fine as presented. On motion duly made by Michael Belcher and seconded by Justina Gabbert the motion carried unanimously.

G-947: 1st offense, 2.4, operating a shop with an expired shop license. The Chair entertained a motion to **UPHOLD** the fine as presented. On motion duly made by Michael Belcher and seconded by Justina Gabbert the motion carried unanimously.

The next item on the agenda was **Board to Hear 3rd + Offenses**.

G-962: 3rd offense, 2.4, operating a shop with an expired shop license. Licensee did not appear to answer for 3rd offense violation. The Chair entertained a motion to approve the negotiation of a consent decree. On motion duly made by Justina Gabbert and seconded by Michael Belcher the motion carried unanimously.

Executive Session: The Chair entertained a motion to adjourn regular session and reconvene into executive session to discuss complaints. On motion duly made by Michael Belcher and seconded by Justina Gabbert the motion carried unanimously.

Regular Session: The Chair adjourned executive session and the meeting was reconvened into regular session.

The next item on the agenda was **Complaints**.

C2016-40: The Chair entertained a motion to **CLOSE** the complaint and notify the licensee that they no longer invoice the individuals living in the facility;

C2016-37: The Chair entertained a motion to **CLOSE** the complaint;

C2016-36: The Chair entertained a motion to leave the complaint **OPEN**; send an inspector to inspect the shop, and to send a letter to the complainant and recommend that they seek legal counsel;

C2016-35: The Chair entertained a motion to **DISMISS** the complaint;

C2016-30: The Chair entertained a motion to leave the complaint **OPEN** and notify the licensee that they have ninety (90) days to be in compliance with state code.

On motion duly made by Justina Gabbert and seconded by Susan Poveromo the motion carried unanimously.

The next item on the agenda was **2016 Dates/Places for Board Meetings**. The following locations and dates for meetings during 2016 were selected and may be subject to change:

February 7, 2016 – Carver Beauty Academy, Charleston, WV

April 17, 2016 – Academy of Careers & Technology, Beckley, WV

June 5, 2016 – International Beauty School, Martinsburg, WV

August 14, 2016 – Holiday Inn & Suites, Charleston, WV

October 16, 2016 – Southern WV Community & Technical College, Mount Gay, WV

December 11, 2016 – Holiday Inn & Suites, Charleston, WV

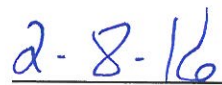
The Chair entertained a motion to approve the locations and dates for meetings during 2016. On motion duly made by Susan Poveromo and seconded by Justina Gabbert the motion carried unanimously.

Adjournment: The Chair entertained a motion to adjourn the meeting. On motion duly made by Justina Gabbert and seconded by Khuong Nguyen the motion carried unanimously. The meeting was adjourned at 3:59 p.m.

Prepared by:



Danielle J. Cordle, Secretary



Date