

WEST VIRGINIA STATE BOARD OF BARBERS AND COSMETOLOGISTS

Board Meeting Minutes

Holiday Inn & Suites

400 Second Avenue, South Charleston, WV 25303

December 9, 2019

10:00 a.m.

Members Present

Sarah Hamrick, President

Melissa Delaney

Donnie Snyder

Others Present:

Danielle J. Cordle, Executive Director

Jason P. Graves, Deputy Director

Stacie Harper, Inspector

Chassidy Kinser, Inspector

Kenyon Warner, Inspector

Erik Lucas, Inspector

Members Absent

Susan Poveromo

The meeting was called to order by Sarah Hamrick, President of the West Virginia State Board of Barbers and Cosmetologists at 10:05 a.m. at the Holiday Inn & Suites, 400 Second Avenue, South Charleston, WV 25303.

The first item on the agenda was **Call to Order/Roll Call**.

The next item on the agenda was **Summoned/Noticed for Assessment of a Fine and/or Disciplinary Action**. The Chair recognized Danielle Cordle, Executive Director. Ms. Cordle presented the following cases:

Case No. 2019-148 – Michelle Goodrich (Present) The Chair entertained a motion to issue a \$600.00 administrative fine, require a Consent Decree, and require all licensees, permittees or certificate holders that are currently practicing to participate in weekly sanitation/infection control training and to adhere to inspections that will be administered and conducted by a Board inspector/investigator one (1) day per week for a period of 30 days. On motion duly made by Melissa Delaney and seconded by Donnie Snyder; the motion carried unanimously.

Case No. 2019-149 – Hann Lee, Bella Nails (Absent) The Chair entertained a motion to issue a \$600.00 administrative fine, require a Consent Decree, and require all licensees, permittees or certificate holders that are currently practicing to participate in weekly sanitation/infection control training and to adhere to inspections that will be administered and conducted by a Board inspector/investigator one (1) day per week for a period of 30 days. On motion duly made by Donnie Snyder and seconded by Melissa Delaney; the motion carried unanimously.

Case No. 2019-150 – Anh Tran (Absent) The Chair entertained a motion to issue a \$200.00 administrative fine and require a Consent Decree. On motion duly made by Melissa Delaney and seconded by Donnie Snyder; the motion carried unanimously.

Case No. 2020-01 – Michelle Tolbert (Absent) The Chair entertained a motion to issue a \$600.00 administrative fine, require a Consent Decree, and require all licensees, permittees or certificate holders that are currently practicing to participate in weekly sanitation/infection control training and to adhere to inspections that will be administered and conducted by a Board inspector/investigator one (1) day per week for a period of 30 days. On motion duly made by Donnie Snyder and seconded by Melissa Delaney; the motion carried unanimously.

Case No. 2020-06 – Jessica Hill (Absent) The Chair entertained a motion to issue a \$1,000.00 administrative fine and require a Consent Decree. On motion duly made by Melissa Delaney and seconded by Donnie Snyder; the motion carried unanimously.

Case No. 2020-07 – Tara Williams (Present) The Chair entertained a motion to issue a \$600.00 administrative fine, require a Consent Decree, and require all licensees, permittees or certificate holders that are currently practicing to participate in weekly sanitation/infection control training and to adhere to inspections that will be administered and conducted by a Board inspector/investigator one (1) day per week for a period of 30 days. On motion duly made by Donnie Snyder and seconded by Melissa Delaney; the motion carried unanimously.

Case No. 2020-08 – Kathreen Casteel (Absent) The Chair entertained a motion to issue a \$600.00 administrative fine, require a Consent Decree, and require all licensees, permittees or certificate holders that are currently practicing to participate in weekly sanitation/infection control training and to adhere to inspections that will be administered and conducted by a Board inspector/investigator one (1) day per week for a period of 30 days. On motion duly made by Donnie Snyder and seconded by Melissa Delaney; the motion carried unanimously.

Case No. 2020-09 – J.C. Penney Styling Salon (Absent) The Chair entertained a motion to issue a \$600.00 administrative fine, require a Consent Decree, and require all licensees, permittees or certificate holders that are currently practicing to participate in weekly sanitation/infection control training and to adhere to inspections that will be administered and conducted by a Board inspector/investigator one (1) day per week for a period of 30 days. On motion duly made by Donnie Snyder and seconded by Melissa Delaney; the motion carried unanimously.

Case No. 2019-105 & 2019-14 – Henry Ha (Absent) The Chair entertained a motion to table the case until the February 9, 2020 meeting. On motion duly made by Melissa Delaney and seconded by Donnie Snyder; the motion carried unanimously.

Case No. 2020-14 – Theresa Hill (Present) The Chair entertained a motion to issue a \$1,000.00 administrative fine and require a Consent Decree. On motion duly made by Donnie Snyder and seconded by Melissa Delaney; the motion carried unanimously.

Case No. 2020-28 – Tu Duong, Euro Nails (Absent) The Chair entertained a motion to issue a \$600.00 administrative fine, require a Consent Decree, and require all licensees, permittees or certificate holders that are currently practicing to participate in weekly sanitation/infection control training and to adhere to inspections that will be administered and conducted by a Board inspector/investigator one (1) day

per week for a period of 30 days. On motion duly made by Melissa Delaney and seconded by Donnie Snyder; the motion carried unanimously.

The Chair entertained a motion to adjourn regular session and convene into **Executive Session** to review complaints. On motion duly made by Melissa Delaney and seconded by Donnie Snyder; the motion carried unanimously.

The Chair entertained a motion to adjourn Executive Session and reconvene into **Regular Session**. On motion duly made by Melissa Delaney and seconded by Donnie Snyder; the motion carried unanimously.

The next item on the agenda was **Complaint Review**. The Chair recognized Danielle Cordle. Ms. Cordle presented the following Complaints:

C2020-19 – The Chair entertained a motion to perform another inspection and to table the case until the February 9, 2020 meeting. On motion duly made by Melissa Delaney and seconded by Donnie Snyder; the motion carried unanimously.

C2020-10 – The Chair entertained a motion to dismiss the complaint as presented. On motion duly made by Melissa Delaney and seconded by Donnie Snyder; the motion carried unanimously.

C2019-101 – The Chair entertained a motion to table the case until the February 9, 2020 meeting. On motion duly made by Donnie Snyder and seconded by Melissa Delaney; the motion carried unanimously.

C2019-56 & C2019-109 – The Chair entertained a motion to have Inspector Warner hand deliver a Consent Decree and to table the case until the February 9, 2020 meeting. On motion duly made by Donnie Snyder and seconded by Melissa Delaney; the motion carried unanimously.

C2020-29 – The Chair entertained a motion to dismiss the complaint as presented. On motion duly made by Melissa Delaney and seconded by Donnie Snyder; the motion carried unanimously.

C2019-22 – The Chair entertained a motion to close the complaint as presented. On motion duly made by Melissa Delaney and seconded by Donnie Snyder; the motion carried unanimously.

C2020-13 – The Chair entertained a motion to dismiss the complaint as presented. On motion duly made by Donnie Snyder and seconded by Melissa Delaney; the motion carried unanimously.

C2020-24 – The Chair entertained a motion to table the case until the February 9, 2020 meeting. On motion duly made by Donnie Snyder and seconded by Melissa Delaney; the motion carried unanimously.

C2019-59 – The Chair entertained a motion to investigate further and to table the case until the February 9, 2020 meeting. On motion duly made by Donnie Snyder and seconded by Melissa Delaney; the motion carried unanimously.

C2019-69 – The Chair entertained a motion to dismiss the complaint as presented. On motion duly made by Melissa Delaney and seconded by Donnie Snyder; the motion carried unanimously.

C2019-132 – The Chair entertained a motion to dismiss the complaint as presented. On motion duly made by Donnie Snyder and seconded by Melissa Delaney; the motion carried unanimously.

C2019-144 – The Chair entertained a motion to dismiss the complaint as presented. On motion duly made by Melissa Delaney and seconded by Donnie Snyder; the motion carried unanimously.

C2020-20 – The Chair entertained a motion to investigate further and to table the case until the February 9, 2020 meeting. On motion duly made by Melissa Delaney and seconded by Donnie Snyder; the motion carried unanimously.

C2020-21 – The Chair entertained a motion to investigate further and to table the case until the February 9, 2020 meeting. On motion duly made by Melissa Delaney and seconded by Donnie Snyder; the motion carried unanimously.

C2020-22 – The Chair entertained a motion to investigate further and to table the case until the February 9, 2020 meeting. On motion duly made by Melissa Delaney and seconded by Donnie Snyder; the motion carried unanimously.

C2020-23 – The Chair entertained a motion to investigate further and to table the case until the February 9, 2020 meeting. On motion duly made by Melissa Delaney and seconded by Donnie Snyder; the motion carried unanimously.

C2020-27 – The Chair entertained a motion to dismiss the complaint as presented. On motion duly made by Donnie Snyder and seconded by Melissa Delaney; the motion carried unanimously.

C2020-17 – The Chair entertained a motion to dismiss the complaint as presented. On motion duly made by Donnie Snyder and seconded by Melissa Delaney; the motion carried unanimously.

C2020-26 – The Chair entertained a motion to dismiss the complaint as presented. On motion duly made by Melissa Delaney and seconded by Donnie Snyder; the motion carried unanimously.

C2019-68 – The Chair entertained a motion to close the complaint as presented. On motion duly made by Donnie Snyder and seconded by Melissa Delaney; the motion carried unanimously.

C2019-137 – The Chair entertained a motion to dismiss the complaint as presented. On motion duly made by Melissa Delaney and seconded by Donnie Snyder; the motion carried unanimously.

C2018-138 & C2019-98 – The Chair entertained a motion to dismiss the complaint as presented. On motion duly made by Donnie Snyder and seconded by Melissa Delaney; the motion carried unanimously.

The next item on the agenda was **Fine Appeals**. The Chair recognized Danielle Cordle. Ms. Cordle presented the following Fine Appeals:

Hang Phan, V & P Nails – The Chair entertained a motion to uphold the fines as presented. On motion duly made by Melissa Delaney and seconded by Donnie Snyder; the motion carried unanimously.

Jack Nguyen – The Chair entertained a motion to uphold the fine as presented. On motion duly made by Melissa Delaney and seconded by Donnie Snyder; the motion carried unanimously.

The next item on the agenda was **Written Fine Appeals**. The Chair recognized Danielle Cordle. Ms. Cordle presented the following Written Fine Appeals:

Wyngate – The Chair entertained a motion to uphold the fines as presented. On motion duly made by Melissa Delaney and seconded by Donnie Snyder; the motion carried unanimously.

Carol Hart, Hair Studio 101 LLC – The Chair entertained a motion to uphold the fines as presented. On motion duly made by Melissa Delaney and seconded by Donnie Snyder; the motion carried unanimously.

Kimberly Johnston – The Chair entertained a motion to uphold the fine as presented. On motion duly made by Melissa Delaney and seconded by Donnie Snyder; the motion carried unanimously.

Kathreen Casteel – The Chair entertained a motion to uphold the fines as presented. On motion duly made by Melissa Delaney and seconded by Donnie Snyder; the motion carried unanimously.

Ben Dillon, Dillon's Barber Shop – The Chair entertained a motion to uphold the fine as presented. On motion duly made by Melissa Delaney and seconded by Donnie Snyder; the motion carried unanimously.

James Maddox Jr. – The Chair entertained a motion to uphold the fine as presented. On motion duly made by Donnie Snyder and seconded by Melissa Delaney; the motion carried unanimously.

Dale Parker Jr., Clippindales – The Chair entertained a motion to uphold the fine as presented. On motion duly made by Donnie Snyder and seconded by Melissa Delaney; the motion carried unanimously.

Thang Nguyen, Davi Nail – The Chair entertained a motion to uphold the fine as presented. On motion duly made by Melissa Delaney and seconded by Donnie Snyder; the motion carried unanimously.

Jeannie Burkhead, Be Spa LLC. – The Chair entertained a motion to uphold the fines as presented. On motion duly made by Donnie Snyder and seconded by Melissa Delaney; the motion carried unanimously.

Michelle Goodrich – The Chair entertained a motion to uphold the fines as presented. On motion duly made by Donnie Snyder and seconded by Melissa Delaney; the motion carried unanimously.

Cheley Gabriel, Linea Esthetics, LLC – The Chair entertained a motion to uphold the fine as presented. On motion duly made by Donnie Snyder and seconded by Melissa Delaney; the motion carried unanimously.

Trang Nguyen, 4Ever Nails – The Chair entertained a motion to uphold the fine as presented. On motion duly made by Melissa Delaney and seconded by Donnie Snyder; the motion carried unanimously.

The next item on the agenda was **Consideration of Pay Increase for Board's Central Office Staff and Inspectors.**

The Chair entertained a motion to adjourn regular session and convene into **Executive Session** to review Consideration of Pay Increase for Board's Central Office Staff and Inspectors. On motion duly made by Melissa Delaney and seconded by Donnie Snyder; the motion carried unanimously.

The Chair entertained a motion to adjourn Executive Session and reconvene into **Regular Session.** On motion duly made by Melissa Delaney and seconded by Donnie Snyder; the motion carried unanimously.

The Chair announced a salary increase of \$496 for Inspector Stacie Harper bringing her annual salary to \$34,530. A salary increase of \$1,000 for Inspector Kenyon Warner bringing his annual salary to \$34,530. A salary increase of \$2,000 for Inspector Erik Lucas bringing his annual salary to \$33,530. A salary increase of \$1,000 for Secretary Kiana Carroll bringing her annual salary to \$25,870. No salary increase for Inspector Chassidy Kinser bringing her annual salary to \$34,530. Salaries of Executive Director Danielle Cordle, Deputy Director Jason Graves, and Administrative Assistant II Crystal Severson will be reviewed in July 2020.

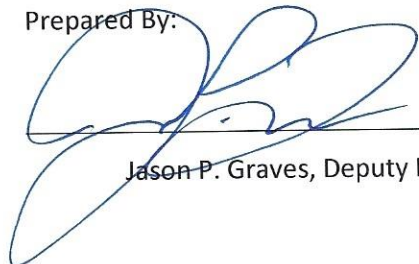
The Chair entertained a motion to adjourn regular session and convene into **Executive Session** to review Consideration of Pay Increase for Board's Central Office Staff and Inspectors. On motion duly made by Donnie Snyder and seconded by Melissa Delaney; the motion carried unanimously.

The Chair entertained a motion to adjourn Executive Session and reconvene into **Regular Session.** On motion duly made by Melissa Delaney and seconded by Donnie Snyder; the motion carried unanimously.

The next item on the agenda **Financials.** The Chair recognized Danielle Cordle. Ms. Cordle presented the Board's revenue and expenses for October 2019, and cash balance as of November 7, 2019 (Attachment A). The Chair entertained a motion to approve the financials as presented. On motion duly made by Melissa Delaney and seconded by Donnie Snyder; the motion carried unanimously.

The Chair entertained a motion to adjourn the meeting. On motion duly made by Donnie Snyder and seconded by Melissa Delaney; the motion carried unanimously.

Prepared By:



Jason P. Graves, Deputy Director

12-17-19

Date