

WEST VIRGINIA BOARD OF BARBERS AND COSMETOLOGISTS
Board Meeting Minutes

Holiday Inn & Suites – Montgomery Board Room
400 Second Avenue, South Charleston, WV 25303

August 10, 2020
10:00 a.m.

Members Present

Donnie Snyder, President
Samantha Grady, Vice President
Catelyne Nguyen
Catherine Donahoe
Chelsea McBee
Margaret Osborne
Melissa Kelley
Tyler Yates

The meeting was called to order by Donnie Snyder, President of the West Virginia Board of Barbers and Cosmetologists at 10:15 a.m. at the Montgomery Board Room of the Holiday Inn & Suites located at 400 Second Avenue, South Charleston, West Virginia.

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

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

Complaint No. 2020-64: 3rd Offense violation of practicing barbering, cosmetology, facial technology or manicuring without a license or with a license issued to another person. Requested to Appeal In-Person: Violation No. H-1182 and H-1260; \$500.00 Fine for 1st Offense violation of practicing barbering, cosmetology, facial technology or manicuring without a license or with a license issued to another person; and, \$1,000.00 Fine for 2nd Offense violation of practicing barbering, cosmetology, facial technology or manicuring without a license or with a license issued to another person. The Respondent and/or a representative for the Respondent did not attend the meeting. The Chair entertained a motion to attempt to enter into a Consent Decree that will require the Respondent to pay an administrative fine in the amount of \$500.00, and to pay any outstanding fines issued by the Board. On motion duly made by Melissa Kelley and seconded by Tyler Yates; the motion carried unanimously.

Complaint No. 2020-65: 3rd Offense violation of practicing barbering, cosmetology, facial technology or manicuring without a license or with a license issued to another person. The Respondent and/or a representative for the Respondent did not attend the meeting. The Chair entertained a motion to attempt to enter into a Consent Decree that will require the Respondent to pay an administrative fine in the amount of \$500.00, and to pay any outstanding fines issued by the Board. On motion duly made by Tyler Yates and seconded by Chelsea McBee; the motion carried unanimously.

Complaint No. 2020-74: 3rd Offense violation of operating a shop with an expired shop license. The Respondent and/or a representative for the Respondent did not attend the meeting. The Chair entertained a motion to dismiss the complaint. On motion duly made by Tyler Yates and seconded by Melissa Kelley; the motion carried unanimously.

Complaint No. 2020-89: 3rd Offense violation of failing to renew booth rental certificate annually. The Respondent did attend the meeting. The Chair entertained a motion to dismiss the complaint. On motion duly made by Tyler Yates and seconded by Melissa Kelley; the motion carried unanimously.

Complaint No. 2020-207: 3rd Offense violation of allowing an unlicensed person to practice in a licensed shop. The Respondent and/or a representative for the Respondent did not attend the meeting. The Chair entertained a motion to attempt to enter into a Consent Decree that will require the Respondent to pay an administrative fine in the amount of \$500.00, and to pay any outstanding fines issued by the Board. On motion duly made by Melissa Kelley and seconded by Samantha Grady; the motion carried unanimously.

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

Violation No. Q-125 and 2020-237: \$200.00 Fine for 1st Offense violation of performing services as a practitioner while working in a licensed shop; and, 3rd Offense violation of working with an expired license. The Chair entertained a motion to uphold violation no. Q-125 along with the administrative fine associated in the amount of \$200.00 and to dismiss violation no. 2020-237. On motion duly made Chelsea McBee and seconded by Samantha Grady; the motion carried unanimously.

The next item on the agenda was **Financials**. The Chair entertained a motion to approve the Board's financials. On motion duly made by Melissa Kelley and seconded by Tyler Yates; the motion carried unanimously.

The next item on the agenda was **Meeting Minutes Approval: April 3, 2020 and June 8, 2020**. The Chair entertained a motion to approve the meeting minutes for April 3, 2020 and June 8, 2020. On motion duly made by Tyler Yates and seconded by Melissa Kelley; the motion carried unanimously.

The next item on the agenda was **P-Card Purchases: May 2020 and June 2020**. The Chair entertained a motion to approve the Board's purchasing card purchases for May 2020 and June 2020. On motion duly made by Tyler Yates and seconded by Melissa Kelley; the motion carried unanimously.

The Chair stated that he would be recusing himself during Executive Session due to a Complaint (Complaint No. C2020-190) that was filed against him with the Board that was going to be reviewed and discussed during Executive Session. The Chair entertained a motion to adjourn Regular Session and reconvene into **Executive Session** to discuss Complaints. On motion duly made by Samantha Grady and seconded by Tyler Yates; the motion carried unanimously. The Chair left the meeting room and did not participate during Executive Session.

The Vice Chair, Samantha Grady, entertained a motion to adjourn Executive Session and reconvene into **Regular Session**. On motion duly made by Chelsea McBee and seconded by Melissa Kelley; the motion carried unanimously.

The Vice Chair entertained a motion to **dismiss Complaint No. C2020-190**. On motion duly made by Chelsea McBee and seconded by Melissa Kelley; the motion carried unanimously. The Executive Director, Danielle Cordle, left the meeting room and notified the Chair that he could return to resume conducting the meeting.

The next item on the agenda was **Tabled from Board Meeting on June 8, 2020**. The Chair recognized Danielle Cordle, Executive Director. Ms. Cordle recommended the Board take the following actions against the following complaints that were reviewed by the Board on June 8, 2020:

C2020-23: Close the complaint;

C2020-49: Dismiss the complaint;

C2020-51 & C2020-69: Dismiss the complaint;

C2020-90: Dismiss the complaint; and

C2019-59: Dismiss the complaint.

The Chair entertained a motion to accept Ms. Cordle's recommended actions against the complaints that were reviewed by the Board on June 8, 2020. On motion duly made by Tyler Yates and seconded by Catherine Donahoe; the motion carried unanimously.

The next item on the agenda was **Reciprocity (Transfer License to West Virginia) Requirements**. The Chair entertained a motion to remove the requirement "West Virginia State Law Examination Results" from the Board's Application for Registration by Reciprocity since it is no longer indicated in W. Va. Code §30-27-9 that applicants who hold a valid license or other authorization to practice from another state must have passed an examination which was equivalent to West Virginia's Board examinations. On motion duly made by Melissa Kelley and seconded by Tyler Yates; the motion carried unanimously.

The next item on the agenda was **Complaint Review**. The Chair recognized Danielle Cordle, Executive Director. Ms. Cordle recommended the Board take the following actions against the following complaints:

C2020-115: Dismiss the complaint;

C2020-215: Close the complaint;

C2020-172: Investigate the complaint further and review again on October 19, 2020;

C2020-210: Close the complaint;

C2020-222: Dismiss the complaint;

C2020-192: Dismiss the complaint;

C2020-170: Dismiss the complaint;

C2020-171: Dismiss the complaint;

C2020-111: Close the complaint;

C2020-121: Close the complaint;

C2020-135: Close the complaint;

C2020-199: Dismiss the complaint;

C2020-179: Dismiss the complaint;

C2020-198: Dismiss the complaint;

C2020-203: Close the complaint;

C2020-183: Dismiss the complaint;

C2020-108: Dismiss the complaint;

C2020-161: Dismiss the complaint;

C2020-139: Dismiss the complaint;

C2020-140: Dismiss the complaint;

C2020-141: Dismiss the complaint;

2020-80: Attempt to contact the Respondent by telephone and mail to advise that the Board will begin revocation proceedings of their individual nail technician license if the outstanding fines issued in connection to Complaint No. 2020-80 are not paid. If Respondent does not remit payment in a timely manner, the Board's complaint representative, Danielle Cordle, Executive Director, may refer this complaint to the Attorney General's Office to begin revocation proceedings;

C2020-148: Dismiss the complaint;

C2020-224: Investigate the complaint further and review again on October 19, 2020;

C2020-169: Dismiss the complaint;

C2020-217; Dismiss the complaint;

C2020-177: Dismiss the complaint;

C2020-205: Dismiss the complaint;

C2020-184: Dismiss the complaint;

C2020-160: Dismiss the complaint;

C2020-191: Dismiss the complaint;

C2020-116: Dismiss the complaint; and

C2020-117: Dismiss the complaint.

The Chair entertained a motion to accept Ms. Cordle's recommended actions against the complaints. On motion duly made by Tyler Yates and seconded by Catherine Donahoe; the motion carried unanimously.

The next item on the agenda was **Adjournment**. The Chair entertained a motion to adjourn the meeting at 11:31 a. m. On motion duly made by Samantha Grady and seconded by Catherine Donahoe; the motion carried unanimously.

Others Present

Danielle J. Cordle, Executive Director

Erik C. Lucas, Inspector/Investigator

Tien Bui

Lisa Goodwin

Amanda Donovan

Lisa Dorsey

Samantha Halstead

Tracy Roberts

Prepared By:



Danielle J. Cordle, Executive Director

10-20-2020

Date