

WEST VIRGINIA BOARD OF BARBERS AND COSMETOLOGISTS

Board Meeting Minutes

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

October 19, 2020

10:00 a.m.

Members Present

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

The meeting was called to order by Donnie Snyder, President of the West Virginia Board of Barbers and Cosmetologists at 10:02 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 **Board to Consider Assessment of a Fine and/or Disciplinary Action**. The Chair recognized Danielle Cordle, Executive Director. Ms. Cordle presented the following Complaints:

Complaint No. 2020-238: 3rd Offense violation of allowing an unlicensed person to practice in a licensed shop. The Respondent did 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 \$1,000.00. On motion duly made by Tyler Yates and seconded by Catelyne Nguyen; the motion carried unanimously.

Executive Session: The Chair entertained a motion to adjourn regular session and reconvene into executive session to discuss complaint findings. On motion duly made by Samantha Grady and seconded by Catelyne Nguyen; the motion carried unanimously.

Regular Session: The Chair entertained a motion to adjourn executive session and reconvene into regular session. On motion duly made by Samantha Grady and seconded by Catherine Donahoe; the motion carried unanimously.

The next item on the agenda was **Complaint Review**. The entertained a motion to take the following actions against the Complaints:

2019-46: Close the Complaint and the Respondent is not authorized to renew his/her cosmetologist license until the Respondent is willing to negotiate an informal settlement with the Board;

2019-150: Accept the proposed Consent Decree and close the Complaint;

2019-115: Close the Complaint and the Respondent is not authorized to renew his/her cosmetologist license until the Respondent is willing to negotiate an informal settlement with the Board;

C2020-39: Investigate Complaint further and confer with legal counsel if needed;

C2020-52: Dismiss the Complaint;

C2020-94: Investigate Complaint further and confer with legal counsel if needed;

C2020-107: Investigate the Complaint further;

C2020-109: Dismiss the Complaint;

C2020-110: Dismiss the Complaint;

C2020-113: Dismiss the Complaint;

C2020-114: Dismiss the Complaint;

C2020-185 & C2020-204: Dismiss the Complaints;

C2020-175: Dismiss the Complaint;

C2020-209: Close the Complaint. Probable cause was established, and Respondent was issued violations;

C2020-182: Investigate the Complaint further;

2020-207: Accept the proposed Consent Decree and close the Complaint;

C2020-172: Investigate Complaint further and confer with legal counsel if needed;

C2020-195: Dismiss the Complaint; and

C2020-200: Dismiss the Complaint

On motion duly made by Tyler Yates and seconded by Catelyne Nguyen; the motion carried unanimously.

The next item on the agenda was **Financials**. The Chair entertained a motion to approve the Board's financials that were provided by the Board's Executive Director. On motion duly made by Melissa Kelley and seconded by Samantha Grady; the motion carried unanimously.

The next item on the agenda was **Meeting Minutes Approval: February 10, 2020, August 10, 2020, and September 8, 2020**. The Chair entertained a motion to approve the meeting minutes. 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: July 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 Samantha Grady; the motion carried unanimously.

The next item on the agenda was **Review of Written Requests for Dismissal**. The Chair entertained a motion to dismiss the following violations:

Violation No. CE-1965

1st Offense violation of failing to provide continuing education documentation from an approved venue by the Board;

Violation No. CE-1974

1st Offense violation of failing to provide continuing education documentation from an approved venue by the Board;

Violation No. CE-1976

1st Offense violation of failing to provide continuing education documentation from an approved venue by the Board; and

Violation No. K-1471

1st Offense violation of operating a shop with an expired shop license

On motion duly made by Melissa Kelley and seconded by Catherine Donahoe; the motion carried unanimously.

The next item on the agenda was **Future Meeting Dates**. The Chair entertained a motion to schedule Board meetings on the following dates beginning at 10:00 am:

March 8, 2021;

May 24, 2021;

August 23, 2021;

October 11, 2021; and

December 6, 2021

On motion duly made by Tyler Yates and seconded by Catelyne Nguyen; the motion carried unanimously.

The next item on the agenda was **Adjournment**. The Chair entertained a motion to adjourn the meeting at 10:40 a. m. On motion duly made by Melissa Kelley and seconded by Catherine Donahoe; the motion carried unanimously.

Others Present

Danielle J. Cordle, Executive Director

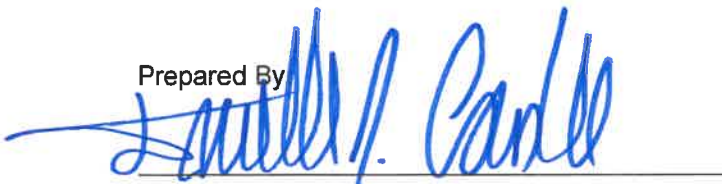
Stacie Harper, Inspector/Investigator

Erik Lucas, Inspector/Investigator


Amanda Donovan

Lai My

Prepared By



Danielle J. Cordle, Executive Director



Date