

WEST VIRGINIA BOARD OF BARBERS AND COSMETOLOGISTS

Board Meeting Minutes

Holiday Inn & Suites

400 Second Avenue, South Charleston, WV 25303

March 8, 2021

11:00 a.m.

Members Present

Donnie Snyder, President

Samantha Grady, Vice President

Catelyne Nguyen

Catherine Donahoe

Margaret Osborne

Melissa Kelley

The meeting was called to order by Donnie Snyder, President of the West Virginia Board of Barbers and Cosmetologists at 11:00 a.m. at the Holiday Inn and 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 **In-Person Requests for Dismissal of Violations**.

Violation No. Q-125: \$200 fine for 1st Offense violation of performing services as a practitioner while working in an unlicensed shop. The Chair entertained a motion to **dismiss** the violation. On motion duly made by Melissa Kelley and seconded by Catherine Donahoe; the motion carried unanimously.

Violation No. CE-1967: 1st Offense violation of failing to provide continuing education documentation from an approved venue by the Board. The Chair entertained a motion to **dismiss** the violation. On motion duly made by Catherine Donahoe and seconded by Samantha Grady; the motion carried unanimously.

The Chair entertained a motion to adjourn Regular session and reconvene into **Executive** session to discuss advice regarding the Board's Schedule of Fines that was previously provided to the Board by their assigned Assistant Attorney General, Mark S. Weiler. On motion duly made by Melissa Kelley and seconded by Samantha Grady; the motion carried unanimously.

The Chair entertained a motion to adjourn Executive session and reconvene into **Regular** session. On motion duly made by Melissa Kelley and seconded by Catherine Donahoe. The motion carried unanimously.

The next item on the agenda was **Written Requests for Dismissal of Violations**.

Violation No. H-1295: \$500 fine for 2nd Offense violation of operating a shop with an expired shop license. The Chair entertained a motion to **dismiss** the violation. On motion duly made by Samantha Grady and seconded by Melissa Kelley; the motion carried unanimously.

Violation No. L-1261: \$1,000 fine for 2nd Offense violation of allowing an unlicensed person to practice in a licensed shop. The Chair entertained a motion to **dismiss** the violation. On motion duly made by Catelyne Nguyen and seconded by Samantha Grady; the motion carried unanimously.

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

2020-38: Dismiss the Complaint;
2020-43: Close the Complaint;
C2020-152: Dismiss the Complaint;
C2020-234: Dismiss the Complaint;
C2020-235: Dismiss the Complaint;
C2021-03: Dismiss the Complaint;
C2021-08: Dismiss the Complaint;
C2021-54: Dismiss the Complaint;
C2021-41: Close the Complaint;
C2020-214: Dismiss the Complaint;
C2020-230: Dismiss the Complaint;
C2020-228: Dismiss the Complaint;
C2020-220: Dismiss the Complaint;
C2020-213: Dismiss the Complaint;
C2020-212: Dismiss the Complaint;
C2020-211: Dismiss the Complaint;
C2020-206: Dismiss the Complaint;
C2020-202: Dismiss the Complaint;
C2020-201: Dismiss the Complaint;
C2020-233: Dismiss the Complaint;
C2020-232: Dismiss the Complaint;
C2020-231: Dismiss the Complaint;
C2020-229: Dismiss the Complaint;
C2020-227: Dismiss the Complaint;
C2020-219: Dismiss the Complaint;
C2021-12: Dismiss the Complaint;
C2021-02: Dismiss the Complaint;

C2021-16: Dismiss the Complaint;
C2021-19: Dismiss the Complaint;
C2021-22: Dismiss the Complaint;
C2021-23: Dismiss the Complaint;
C2021-24: Dismiss the Complaint;
C2021-25: Close the Complaint;
C2021-28: Dismiss the Complaint;
C2021-31: Dismiss the Complaint;
C2021-34: Dismiss the Complaint;
C2021-38: Dismiss the Complaint;
C2021-40: Dismiss the Complaint;
C2020-188: Dismiss the Complaint;
C2020-224: Dismiss the Complaint;
C2020-76: Close the Complaint;
C2020-194: Dismiss the Complaint;
C2021-05: Dismiss the Complaint;
C2021-11: Dismiss the Complaint;
C2020-218: Dismiss the Complaint;
2021-30: Dismiss the Complaint; and
C2021-42: Close the Complaint.

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

Consider removing state law examination from Board examinations.

The Chair entertained a motion begin proceedings to remove the state law examinations from the Board exams. On motion duly made by Catherine Donahoe and seconded by Samantha Grady; the motion carried unanimously.

Consider other alternatives of verifying training documents in other languages.

The Chair entertained a motion to no longer require applicants who obtained their high school training outside of the United States to complete a verification of training evaluation administered by Aequo International. On motion duly made by Catherine Donahoe and seconded by Samantha Grady; the motion carried unanimously.

Consider reinstatement of License No. 031461.

The Chair entertained a motion to accept the request. To reinstate License No. 031461, Licensee will need complete twelve (12) hours of continuing education, with four (4) of those hours consisting of sanitation training, and submit a reinstatement fee in the amount of \$35.00 to the Board office. On motion duly made by Melissa Kelley and seconded by Samantha Grady; the motion carried unanimously.

Consider waiving late fees for License No. 021506 and 036750.

The Chair entertained a motion to waive the Licensees' late fees incurred in the total amount of \$40.00 for the months of March 2020 and April 2020. On motion duly made by Catherine Donahoe and seconded by Samantha Grady; the motion carried unanimously.

The next items on the agenda was Board Financials, P-Card Purchases: November 2020 and December 2020, and Meeting Minutes: November 12, 2020, December 7, 2020, and January 21, 2021. The Chair entertained a motion to approve the Board financials, P-Card purchases, and meeting minutes. On motion duly made by Melissa Kelley and seconded by Samantha Grady; the motion carried unanimously.

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

Others Present

Danielle J. Cordle, Executive Director

Prepared By:



Danielle J. Cordle, Executive Director

8/26/2021

Date