

WEST VIRGINIA BOARD OF BARBERS AND COSMETOLOGISTS

Board Meeting Minutes

Holiday Inn & Suites

400 Second Avenue, South Charleston, WV 25303

October 11, 2021

11:00 a.m.

Members Present

Donnie Snyder, President

Samantha Grady, Vice President

Catelyne Nguyen

Catherine Donahoe

Margaret Osborne

Melissa Kelley

Tyler Yates

The meeting was called to order by Donnie Snyder, Chair of the West Virginia Board of Barbers and Cosmetologists at 11:08 a.m. at Holiday Inn & Suites located at 400 Second Avenue, South Charleston, West Virginia.

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

Executive Session: The Chair entertained a motion to adjourn regular session and reconvene into executive session to discuss investigative findings related to Complaints on the meeting agenda. 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 Tyler Yates 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 following Complaints:

C2021-98: Dismiss the Complaint;

C2021-99: Dismiss the Complaint;

C2021-100: Dismiss the Complaint;

C2022-03: Close the Complaint;

C2022-05: Close the Complaint;

C2021-131: Dismiss the Complaint;

C2022-21: Dismiss the Complaint;

C2022-14: Dismiss the Complaint;

C2022-25: Close the Complaint;

C2021-69: Dismiss the Complaint;

C2022-26: Dismiss the Complaint;
C2022-06: Dismiss the Complaint;
C2022-09: Dismiss the Complaint;
C2022-10: Dismiss the Complaint;
C2022-20: Dismiss the Complaint;
C2022-08: Dismiss the Complaint;
C2022-13: Dismiss the Complaint;
C2021-79: Dismiss the Complaint;
C2021-76: Dismiss the Complaint;
C2021-77: Dismiss the Complaint;
C2022-12: Close the Complaint;
C2021-130: Dismiss the Complaint;
C2022-18: Dismiss the Complaint;
C2021-70: Dismiss the Complaint;
C2022-11: Dismiss the Complaint;
C2022-07: Dismiss the Complaint;
C2021-128: Close the Complaint;
C2021-122: Dismiss the Complaint;
C2021-92: Dismiss the Complaint;
C2021-93: Dismiss the Complaint;
C2021-94: Dismiss the Complaint;
C2021-95: Dismiss the Complaint;
C2021-96: Dismiss the Complaint; and
C2021-97: Dismiss the Complaint.

The next items on the agenda was **Financials, P-Card Purchases: July 2021 – August 2021, and Meeting Minutes: August 23, 2021**. The Chair entertained a motion to approve the Board's financials, P-Card purchases from July 2021 & August 2021, and the Meeting Minutes from the meeting on August 23, 2021. On motion duly made by Samantha Grady and seconded by Tyler Yates; the motion carried unanimously.

The next item on the agenda was **Written Requests for Dismissal of Violations**. The Board reviewed and discussed the following written requests for dismissal:

Violation No. K-1533: \$500.00 Fine for a 1st Offense violation of practicing barbering, cosmetology, facial technology or manicuring without a license or with a licensed issued to another person; and

Violation No. L-1320: \$200.00 Fine for a 1st Offense violation of operating a shop with an expired shop license.

The Chair entertained a motion to uphold Violation No. K-1533 and dismiss Violation No. L-1320. On motion duly made by Samantha Grady and seconded by Catelyne Nguyen; the motion carried unanimously.

The next item on the agenda was **Other Requests**. The Chair recognized, Danielle Cordle, Executive Director. Ms. Cordle presented the following requests:

Consider application for licensure without proof of high school diploma or GED. The Chair entertained a motion to deny the request. On motion duly made by Samantha Grady and seconded by Catelyne Nguyen; the motion carried unanimously;

Consider extending apprenticeship permits (Permit # BA0086 & BA0095). The Chair entertained a motion to accept the request and extend apprenticeship permit #'s BA0086 and BA0095 to 7/1/2021. On motion duly made by Tyler Yates and seconded by Melissa Kelley; the motion carried unanimously;

Consider removing/reducing late fees for a salon license renewal (License # 013685). The Chair entertained a motion to deny the request. On motion duly made by Samantha Grady and seconded by Catelyne Nguyen; the motion carried unanimously; and

Consider application for instructor certification (License # 032326). The Chair entertained a motion to accept the instructor certification application with the current credentials the Board has on file for the licensee (License # 032326). On motion duly made by Samantha Grady and seconded by Catherine Donahoe; the motion carried unanimously.

The next item on the agenda was Elections. The following individuals were elected President, Vice President, and Secretary of the Board:

Donnie Snyder, President
Samantha Grady, Vice President
Danielle Cordle, Secretary

The next item on the agenda was **Adjournment**. The Chair entertained a motion to adjourn the meeting. On motion duly made by Tyler Yates and seconded by Catelyne Nguyen; the motion carried unanimously.

Prepared By:



Danielle J. Cordle, Executive Director

1/6/2022

Date