

**WEST VIRGINIA BOARD OF BARBERS AND COSMETOLOGISTS**

Board Meeting Minutes  
1201 Dunbar Avenue, Dunbar, WV 25064  
February 26, 2024  
11:00 a.m.

**Members Present:**

Donnie Snyder, Chair/President  
Samantha Grady, Vice Chair/President  
Catelyne Nguyen  
Catherine Donahoe  
Margaret Osborne  
Melissa Kelley

The first item on the agenda was **Call to Order/Roll Call**. The meeting was called to order by Donnie Snyder, Chair/President of the West Virginia Board of Barbers and Cosmetologists at 11:02 a.m. at the Board office located at 1201 Dunbar Avenue, Dunbar, WV 25064.

The next item on the agenda was **Considered for Potential Disciplinary Action**. The Chair entertained a motion to take the following actions against the following Complaints:

**Complaint # 2024-105:** Attempt to enter into a Consent Decree with the Respondent which will require the Respondent pay administrative fines in the amount of \$400.00 and participate in in infection control/sanitation training;

**Complaint # 2024-106:** Attempt to enter into a Consent Decree with the Respondent which will require the Respondent pay administrative fines in the amount of \$400.00 and participate in in infection control/sanitation training;

**Complaint # 2024-107:** Attempt to enter into a Consent Decree with the Respondent which will require the Respondent pay administrative fines in the amount of \$600.00 and participate in in infection control/sanitation training;

**Complaint # 2024-108:** Attempt to enter into a Consent Decree with the Respondent which will require the Respondent pay administrative fines in the amount of \$1,000.00; and

**Complaint # 2024-109:** Attempt to enter into a Consent Decree with the Respondent which will require the Respondent pay administrative fines in the amount of \$1,000.00.

The Chair's motion was duly made by Samantha Grady and seconded by Catherine Donahoe; the motion was carried unanimously.

The next item on the agenda was **Written Requests for Dismissal of Violations**. The Chair entertained a motion to take the following actions against the following requests for dismissal:

**Violation # K-1837:** Dismiss the violation; Provided, the licensee pays the renewal fee in the amount of \$700.00 for their salon/shop license within thirty (30) days from the date of receipt of Notice from the Board;

**Violation # K-1919:** Uphold the violation along with the administrative Warning associated with the violation;

**Violation # K-1920:** Uphold the violation along with the administrative Warning associated with the violation;

**Violation # K-1921:** Dismiss the violation along with the administrative Warning associated with the violation;

**Violation # K-1922:** Uphold the violation along with the administrative Warning associated with the violation;

**Violation # K-1923:** Uphold the violation along with the administrative Warning associated with the violation;

**Violation # K-1924:** Uphold the violation along with the administrative Warning associated with the violation;

**Violation # K-1925:** Dismiss the violation along with the administrative Warning associated with the violation;

**Violation # K-1928:** Dismiss the violation along with the administrative Warning associated with the violation;

**Violation # K-1929:** Dismiss the violation along with the administrative Warning associated with the violation;

**Violation # L-1605:** Dismiss the violation along with the \$200.00 administrative fine associated with the violation;

**Violation # N-029:** Dismiss the violation along with the \$200.00 administrative fine associated with the violation;

**Violation # L-1580:** Dismiss the violation along with the \$500.00 administrative fine associated with the violation;

**Violation # L-1486:** Uphold the violation along with the \$500.00 administrative fine associated with the violation;

**Violation # L-1612:** Dismiss the violation along with the \$1,000.00 administrative fine associated with the violation;

**Violation # L-1485:** Dismiss the violation along with the \$500.00 administrative fine associated with the violation;

**Violation # L-1579:** Uphold the violation along with the \$500.00 administrative fine associated with the violation;

**Violation # L-1611:** Dismiss the violation; Provided, the licensee pays the renewal fee in the amount of \$110.00 for their salon/shop license within thirty (30) days from the date of receipt of Notice from the Board; and

**Violation # L-1610:** Dismiss the violation along with the \$1,000.00 administrative fine associated with the violation.

The Chair's motion was duly made by Samantha Grady and seconded by Catherine Donahoe; the motion was carried unanimously.

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

**Complaint # C2023-93:** Dismiss the Complaint;

**Complaint # C2023-107:** Dismiss the Complaint;

**Complaint # C2023-112:** Dismiss the Complaint;

**Complaint # C2023-113:** Dismiss the Complaint;

**Complaint # C2023-162:** Dismiss the Complaint;

**Complaint # C2023-163:** Report the Respondent to law enforcement and close the Complaint;

**Complaint # C2023-169:** Close the Complaint – Probable cause was found;

**Complaint # C2024-08:** Dismiss the Complaint;

**Complaint # C2024-10:** Dismiss the Complaint;

**Complaint # C2024-11:** Dismiss the Complaint;

**Complaint # C2024-14:** Report the Respondent to law enforcement and close the Complaint;

**Complaint # C2024-17:** Dismiss the Complaint;

**Complaint # C2024-19:** Dismiss the Complaint;

**Complaint # C2024-40:** Dismiss the Complaint;

**Complaint # C2024-41:** Dismiss the Complaint;

**Complaint # C2024-44:** Investigate the Complaint further;

**Complaint # C2024-46:** Dismiss the Complaint;

**Complaint # C2024-47:** Dismiss the Complaint;

**Complaint # C2024-48:** Dismiss the Complaint;

**Complaint # C2024-49:** Close the Complaint – Probable cause was found;

**Complaint # C2024-50:** Dismiss the Complaint;

**Complaint # C2024-51:** Close the Complaint – Probable cause was found;

**Complaint # C2024-52:** Dismiss the Complaint;

**Complaint # C2024-53:** Dismiss the Complaint;

**Complaint # C2024-54:** Dismiss the Complaint;

**Complaint # C2024-55:** Investigate the Complaint further;

**Complaint # C2024-56:** Dismiss the Complaint;

**Complaint # C2024-57:** Dismiss the Complaint;

**Complaint # C2024-58:** Close the Complaint – Probable cause was found;

**Complaint # C2024-59:** Close the Complaint – Probable cause was found;

**Complaint # C2024-60:** Dismiss the Complaint;

**Complaint # C2024-61:** Investigate the Complaint;

**Complaint # C2024-62:** Investigate the Complaint further;

**Complaint # C2024-63:** Close the Complaint – Probable cause was found;

**Complaint # C2024-64:** Close the Complaint – Probable cause was found;

**Complaint # C2024-65:** Close the Complaint – Probable cause was found;

**Complaint # C2024-66:** Dismiss the Complaint;

**Complaint # C2024-67:** Dismiss the Complaint;

**Complaint # C2024-68:** Close the Complaint – Probable cause was found;

**Complaint # C2024-69:** Dismiss the Complaint;

**Complaint # C2024-70:** Close the Complaint – Probable cause was found;

**Complaint # C2024-71:** Dismiss the Complaint;

**Complaint # C2024-72:** Dismiss the Complaint;

**Complaint # C2024-73:** Dismiss the Complaint;

**Complaint # C2024-75:** Dismiss the Complaint;

**Complaint # C2024-76:** Investigate the Complaint further;

**Complaint # C2024-77:** Dismiss the Complaint;

**Complaint # C2024-78:** Dismiss the Complaint;

**Complaint # C2024-79:** Dismiss the Complaint;

**Complaint # C2024-80:** Dismiss the Complaint;

**Complaint # C2024-81:** Dismiss the Complaint;

**Complaint # C2024-82:** Close the Complaint – Probable cause was found;

**Complaint # C2024-83:** Close the Complaint – Probable cause was found;

**Complaint # C2024-84:** Close the Complaint – Probable cause was found;

**Complaint # C2024-85:** Dismiss the Complaint;

**Complaint # C2024-86:** Dismiss the Complaint;

**Complaint # C2024-87:** Dismiss the Complaint;

**Complaint # C2024-88:** Dismiss the Complaint;

**Complaint # C2024-89:** Dismiss the Complaint;

**Complaint # C2024-90:** Close the Complaint – Probable cause was found;

**Complaint # C2024-91:** Dismiss the Complaint;

**Complaint # C2024-92:** Dismiss the Complaint;

**Complaint # C2024-93:** Close the Complaint – Probable cause was found;

**Complaint # C2024-94:** Dismiss the Complaint;

**Complaint # C2024-95:** Dismiss the Complaint;

**Complaint # C2024-96:** Dismiss the Complaint;

**Complaint # C2024-97:** Dismiss the Complaint;

**Complaint # C2024-98:** Dismiss the Complaint; and

**Complaint # 2022-145 & 2023-138:** Accept the Consent Decrees and close the Complaints.

The Chair's motion was duly made by Samantha Grady and seconded by Catherine Donahoe; the motion was carried unanimously.

The next items on the agenda were **Financials, P-Card Purchases, and Approval of Meeting Minutes**. The Chair entertained a motion to approve the Board's financials, p-card purchases, and meeting minutes. The Chair's motion was duly made by Melissa Kelley and seconded by Samantha Grady; the motion was carried unanimously.

**Adjournment:** The Chair entertained a motion to adjourn the meeting. On motion duly made by Samantha Grady and seconded by Melissa Kelley; the motion carried unanimously.

**Others Present:**

Danielle J. Cordle, Executive Director  
Jason P. Graves, Deputy Director  
Kiana Carroll, Administrative Assistant  
Kellie Ferguson, Inspector/Investigator  
Stacie Harper, Inspector/Investigator  
Kenyon Warner, Inspector/Investigator  
Thuy Dang  
Randy Sanders  
Bao Nguyen

**Prepared By:**



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**Danielle J. Cordle, Executive Director**

4/5/2024

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**Date**