



WEST VIRGINIA BOARD OF BARBERS AND COSMETOLOGISTS

Board Meeting Minutes
1201 Dunbar Avenue, Dunbar, WV 25064
May 6, 2024
11:00 a.m.

Members Present:

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

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 11:00 a.m. at the Board office located at 1201 Dunbar Avenue, Dunbar, WV 25064.

Considered for Potential Disciplinary Action: The Chair entertained a motion to take the following actions against the Complaints. The motion was duly made by Catherine Donahoe and seconded by Melissa Kelley; the motion carried unanimously:

2024-148 – Dismiss the Complaint;

2024-156 – Table the Complaint until the Board's next meeting on August 26, 2024;

2024-157 – Dismiss the Complaint if the Respondent is willing to accept and return signed copies of Consent Decrees that were previously offered to the Respondent for prior Complaints which were filed with the Board (Complaint #: 2022-144, 2023-33, 2023-176, and 2024-107);

2024-158 – Attempt to enter into a Consent Decree with the Respondent that will require the Respondent pay administrative fines in the amount of \$500.00; and

2024-159 – Attempt to enter into a Consent Decree with the Respondent that will require the Respondent to participate in sanitation and infection control training, and pay administrative fines in the amount of \$300.00.

In-Person & Written Requests for Dismissal of Violations: The Chair entertained a motion to take the following actions against the requests for dismissal. This motion was duly made by Samantha Grady and seconded by Catherine Donahoe; the motion carried unanimously:

2024-43 – Dismiss the Complaint;

N-110 – Uphold the violation along with the administrative fine associated with the violation;

K-1930 – Dismiss the violation; and

K-1931 – Uphold the violation.

Complaint Review: The Chair entertained a motion to take the following actions against the Complaints. This motion was duly made by Samantha Grady and seconded by Melissa Kelley; the motion carried unanimously:

2023-32 – Close the Complaint;

C2023-173 – Dismiss the Complaint;

C2024-09 – Dismiss the Complaint;

2024-42 – Accept the Consent Decree which was offered to the Respondent as an informal settlement of the Complaint;

C2024-44 – Dismiss the Complaint;

C2024-55 – Dismiss the Complaint;

C2024-61 – Dismiss the Complaint;

C2024-62 – Dismiss the Complaint;

C2024-76 – Dismiss the Complaint;

C2024-99 – Dismiss the Complaint;

C2024-100 – Dismiss the Complaint;

C2024-101 – Dismiss the Complaint;

C2024-102 – Dismiss the Complaint;

C2024-104 – Dismiss the Complaint;

C2024-110 – Dismiss the Complaint;

C2024-111 – Dismiss the Complaint;

C2024-112 – Dismiss the Complaint;

C2024-113 – Dismiss the Complaint;

C2024-115 – Dismiss the Complaint;

C2024-116 – Dismiss the Complaint;

C2024-117 – Investigate the Complaint further;

- C2024-118** – Close the Complaint;
- C2024-119** – Dismiss the Complaint;
- C2024-120** – Investigate the Complaint further;
- C2024-121** – Dismiss the Complaint;
- C2024-122** – Dismiss the Complaint;
- C2024-123** – Dismiss the Complaint;
- C2024-124** – Dismiss the Complaint;
- C2024-125** – Dismiss the Complaint;
- C2024-126** – Dismiss the Complaint;
- C2024-129** – Dismiss the Complaint;
- C2024-130** – Close the Complaint;
- C2024-132** – Dismiss the Complaint;
- C2024-133** – Dismiss the Complaint;
- C2024-134** – Dismiss the Complaint;
- C2024-135** – Dismiss the Complaint;
- C2024-137** – Dismiss the Complaint;
- C2024-138** – Dismiss the Complaint;
- C2024-139** – Dismiss the Complaint;
- C2024-140** – Dismiss the Complaint;
- C2024-141** – Close the Complaint;
- C2024-142** – Dismiss the Complaint;
- C2024-143** – Dismiss the Complaint;
- C2024-144** – Dismiss the Complaint; and
- C2024-146** – Dismiss the Complaint.

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 Samantha Grady and seconded by Catelyne Nguyen; the motion carried unanimously.

Legislative Rules: The Chair entertained a motion to accept the revisions made to Series 6 of the Board's Legislative Rules. On motion duly made by Melissa Kelley and seconded by Samantha Grady; the motion carried unanimously.


Personnel Matters: The Chair entertained a motion to adjourn regular session and reconvene into **executive session** to conduct performance interviews with the Board's Employees. On motion duly made by Catherine Donahoe and seconded by Melissa Kelley; 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 Samantha Grady; the motion carried unanimously.

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

Prepared By:



Danielle J. Cordle, Executive Director

7/29/2024

Date