

MINUTES

BOARD MEETING

WEST VIRGINIA BOARD OF BARBERS AND COSMETOLOGISTS

VIVO RESTAURANT, RANSON, WV

11:00 A.M.

AUGUST 9, 2015

Members Present

Sarah Hamrick, President
Michael Belcher, Vice President
Justina Gabbert, Member
Susan Poveromo, Member
Sean Stevens, Member
Rick Stache, Member
Khuong Nguyen, Member

Others Present

Amanda Smith, Executive Director
David Scarpelli, Deputy Director
Danielle Cordle, Secretary
Jason Graves, Inspector
Chassidy Kinser, Inspector
Melanie Thompson
Walter Hall
Beth Hall

The meeting was called to order by Sarah Hamrick, President of the West Virginia Board of Barbers and Cosmetologists at 11:02 a.m. at Vivo Restaurant, Ranson, WV.

The first item on the agenda was **Roll Call**.

The next item on the agenda was the **Board Minutes Approval for June 28, 2015 and July 12, 2015**. The Chair entertained a motion to approve the minutes for June 28, 2015 as presented. On motion duly made by Susan Poveromo and seconded by Rick Stache the motion carried unanimously. The Chair entertained a motion to approve the minutes for July 12, 2015 as presented. On motion duly made by Justina Gabbert and seconded by Michael Belcher the motion carried unanimously.

The next item on the agenda was the **Purchasing (PCARD) Purchases for June 2015**. The Chair recognized Amanda Smith, Executive Director. Ms. Smith presented the purchasing card (PCARD) purchases for June 2015 (see attachment A). The Chair entertained a motion to approve the purchasing card (PCARD) purchases as presented. On motion duly made by Justina Gabbert and seconded by Rick Stache the motion carried unanimously.

The next item on the agenda was the **Board Financials for July 2014 – July 2015**. The Chair recognized Amanda Smith, Executive Director. Ms. Smith presented the Board financials for July 2014 – July 2015

(see attachment B). The Chair entertained a motion to approve financials as presented. On motion duly made by Justina Gabbert and seconded by Khuong Nguyen the motion carried unanimously.

The next item on the agenda was **Server Options for the Board Office**. The Chair recognized Amanda Smith, Executive Director. Ms. Smith presented an option for the Board to purchase a server from the Office of Technology for \$3,900.30. Ms. Smith also presented an option for the Office of Technology to house our data for \$31.90 a month for storage and back up. The Chair entertained a motion to approve purchasing a server from the Office of Technology and to approve the Office of Technology to house the Board office's data for storage and back up. On motion duly made by Justina Gabbert and seconded by Rick Stache the motion carried unanimously.

The next item on the agenda was **Consider Vehicle Replacement for the State Vehicles**. The Chair recognized Amanda Smith, Executive Director. Ms. Smith presented an option for the Board to consider purchasing four (4) vehicles for the inspectors. The Chair entertained a motion to approve purchasing four (4) Chevrolet Malibu vehicles for the inspectors and to approve renting a vehicle from Fleet Management for Inspector Graves. On motion duly made by Justina Gabbert and seconded by Michael Belcher the motion carried unanimously.

The next item on the agenda was **Review Out-of-Country Application for Reciprocity**. The Chair recognized Amanda Smith, Executive Director. Ms. Smith presented an application for registration by reciprocity from an applicant who obtained their beauty school training from outside of the U.S. The Chair entertained a motion to **DENY** the application for registration by reciprocity. On motion duly made by Susan Poveromo and seconded by Rick Stache the motion carried unanimously.

The next item on the agenda was **Review Out-of-State Barber Apprentice Application for Reciprocity**. The Chair recognized Amanda Smith, Executive Director. Ms. Smith presented an application for registration by reciprocity from an applicant who obtained their barber training through an apprenticeship program outside of West Virginia. The Chair entertained a motion to **APPROVE** the application for registration by reciprocity and also approved reciprocity for future applicants who received their barber training through an apprenticeship program outside of West Virginia. On motion duly made by Susan Poveromo and seconded by Michael Belcher the motion carried unanimously.

The next item on the agenda was **Fine Appeals**. The Chair recognized David Scarpelli, Deputy Director. Mr. Scarpelli presented the following fine appeal(s):

Fine Appeals in Writing - Sanitation

H-671: 2nd offense, 2.43, failing in a shop or as a booth renter to disinfect tools and implements. The Chair entertained a motion to **UPHOLD** the fine as presented. On motion duly made by Susan Poveromo and seconded by Michael Belcher the motion carried unanimously.

Fine Appeals in Writing – Licensing

G-853: 1st offense, 2.2, working with an expired license. The Chair entertained a motion to **UPHOLD** the fine as presented. On motion duly made by Michael Belcher and seconded by Rick Stache the motion carried unanimously.

The next item on the agenda was **Board to Hear 3rd + offenses**. The Chair recognized David Scarpelli, Deputy Director. Mr. Scarpelli presented the following 3rd + offenses:

G-880: 4th offense, 2.39, failing to keep disinfecting solutions at adequate strength for immediate use at all times a licensed facility is in operation and free of foreign material. Licensee did not appear to answer for 4th offense violation. The Chair entertained a motion to **APPROVE** the negotiation of a consent decree. On motion duly made by Justina Gabbert and seconded by Michael Belcher the motion carried unanimously.

G-897: 4th offense, 2.55, failing to keep a licensed facility's walls, floors, base boards, and ceiling clean and free of excessive spots, mildew, scuff marks, gathered dirt, mold, condensation or peeling paint. Licensee did appear to answer for 4th offense violation. The Chair entertained a motion to **APPROVE** the negotiation of a consent decree. On motion duly made by Justina Gabbert and seconded by Michael Belcher the motion carried unanimously.

H-656: 4th offense, 2.40, failing to discard a disposable emery board, sponge, buffer, or orangewood stick after use on a client or to give the emery board, sponge, buffer, or orangewood stick to the client.

H-660: 4th offense, 2.43, failing in a shop or as a booth renter to disinfect tools and implements. Licensee did not appear to answer for 4th offense violations. The Chair entertained a motion to **APPROVE** the negotiation of a consent decree. On motion duly made by Susan Poveromo and seconded by Michael Belcher the motion carried unanimously.

H-694: 4th offense, 2.51, failing to keep a shop shampoo bowl or sink clean. Licensee did not appear to answer for 4th offense violation. The Chair entertained a motion to **APPROVE** the negotiation of a consent decree. On motion duly made by Susan Poveromo and seconded by Michael Belcher the motion carried unanimously.

Executive Session: The Chair entertained a motion to adjourn regular session and reconvene into executive session. On motion duly made by Michael Belcher and seconded by Justina Gabbert 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 Justina Gabbert and seconded by Rick Stache the motion carried unanimously.

The next item on the agenda was **Upcoming Legislation**. The Chair recognized Amanda Smith, Executive Director. Ms. Smith discussed and presented a draft of proposed Ch. 30 Article 27 legislative changes for 2016.

The next item on the agenda was **Complaints**. The Chair recognized Amanda Smith, Executive Director. Ms. Smith presented the following complaint(s):

C2015-67: The Chair entertained a motion to **DISMISS** the complaint. On motion duly made by Justina Gabbert and seconded by Michael Belcher the motion carried unanimously.

C2016-01: The Chair entertained a motion to **DISMISS** the complaint. On motion duly made by Susan Poveromo and seconded by Michael Belcher the motion carried unanimously.

C2016-05: The Chair entertained a motion to **DISMISS** the complaint. On motion duly made by Susan Poveromo and seconded by Michael Belcher the motion carried unanimously.

Adjournment: The Chair entertained a motion to adjourn the meeting. On motion duly made by Michael Belcher and seconded by Rick Stache the motion carried unanimously. The meeting was adjourned at 1:26 p.m.

Prepared by:

Danielle J. Cordle, Secretary

Date