



# STATE OF WEST VIRGINIA BOARD OF BARBERS AND COSMETOLOGISTS

FY 2018 ANNUAL REPORT

DUE JANUARY 1, 2019

## **MISSION STATEMENT**

Our mission is to protect the public health through sanitation and enforcement inspections, to promote high educational standards in schools with a focus on student completion, and to encourage job creation in the barbering and beauty industries.

# ORGANIZATIONAL CHART

**Board Members**

Sarah Hamrick, Chair/President  
Hurricane, WV

Michael H. Belcher, Vice President  
Charleston, WV

Susan Poveromo  
South Charleston, WV

Melissa J. Delaney  
Vienna, WV

**Central Office Staff**

Danielle J. Cordle  
Executive Director

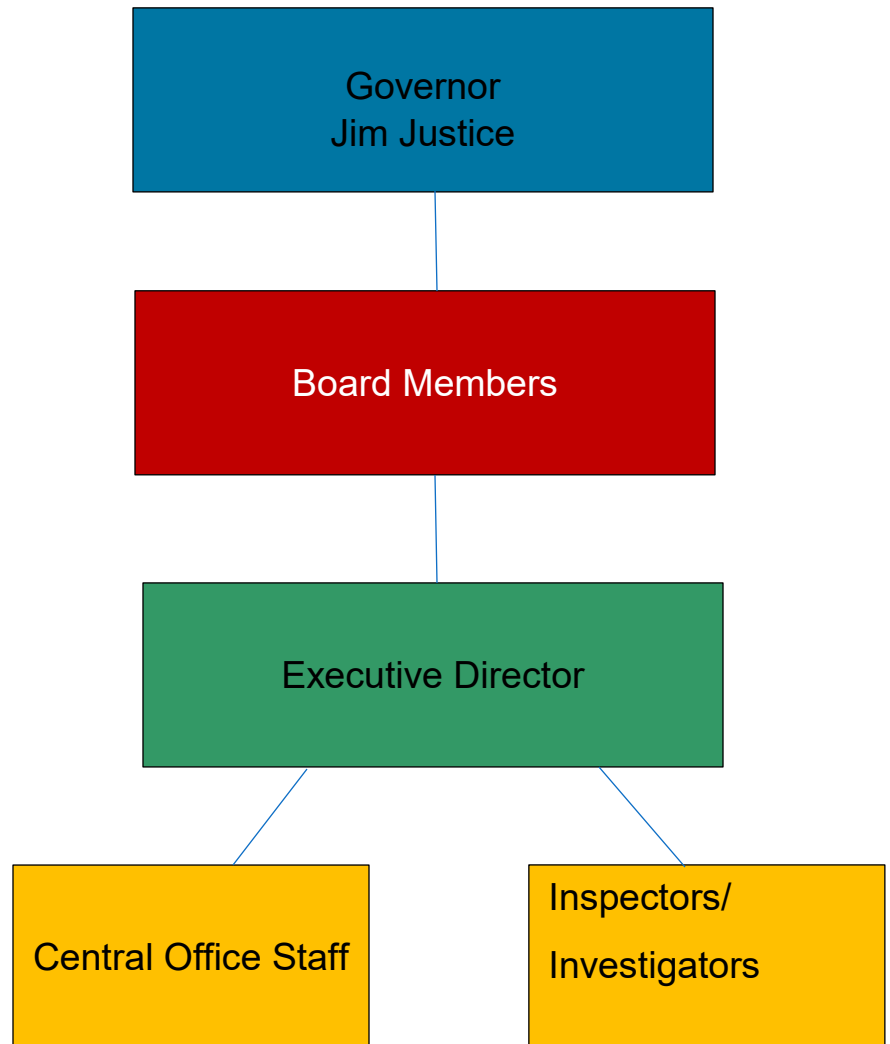
Jason P. Graves  
Deputy Director

Crystal Severson  
Administrative Assistant II

Alyssa Hartwell  
Secretary I

**Inspectors/Investigators**

Chassidy Kinser  
Kenyon Warner  
Stacie Harper  
Erik Lucas





**State of West Virginia  
Board of Barbers and Cosmetologists  
1201 Dunbar Avenue  
Dunbar, West Virginia 25064  
Tel: (304) 558-2924 Fax: (304) 558-3450  
www.wvbbc.com**

West Virginia Legislature  
1900 Kanawha Boulevard, East  
Charleston, West Virginia 25311

December 26, 2018

Dear West Virginia Legislature:

The State of West Virginia Board of Barbers and Cosmetologists presents the FY 2018 Annual Report as required by W. Va. Code § 30-1-12.

This annual report consists of revenue and expenditure data, licensee data, complaints filed, and copies of the agendas and minutes of Board meetings.

Sincerely,

Danielle J. Cordle, Executive Director  
State of West Virginia Board of Barbers and Cosmetologists  
1201 Dunbar Avenue, Dunbar, WV 25064  
Telephone: (304) 558-2924  
Fax: (304) 558-3450  
Danielle.J.Cordle@wv.gov

# RECEIPTS AND DISBURSEMENTS

Month/Year	Receipts	Disbursements
July 2017	\$53,550.00	\$41,062.25
August 2017	\$33,060.00	\$45,991.63
September 2017	\$18,690.00	\$51,041.46
October 2017	\$19,830.00	\$42,177.37
November 2017	\$27,810.00	\$55,865.54
December 2017	\$111,020.00	\$33,976.82
January 2018	\$131,120.00	\$38,747.05
February 2018	\$37,955.99	\$46,901.37
March 2018	\$41,312.00	\$61,689.91
April 2018	\$18,865.00	\$46,598.00
May 2018	\$22,607.00	\$42,092.14
June 2018	\$54,510.00	\$50,710.56

Month/Year	Receipts	Disbursements
July 2016	\$54,970.25	\$47,416.19
August 2016	\$31,063.00	\$45,072.21
September 2016	\$22,650.25	\$56,378.21
October 2016	\$18,305.00	\$52,809.67
November 2016	\$27,642.25	\$40,190.31
December 2016	\$125,876.00	\$51,471.88
January 2017	\$129,255.79	\$45,505.05
February 2017	\$35,766.00	\$45,347.76
March 2017	\$29,195.25	\$54,898.95
April 2017	\$18,175.00	\$40,618.91
May 2017	\$24,045.00	\$42,898.20
June 2017	\$62,867.70	\$43,493.76

FY 2017	Amount
License Applications, Registrations, and Renewals	\$599,973.00
Fines/Penalties	\$36,176.00
Expense Reimbursements from Disciplinary Actions	\$1,000.00
Grants, Special Appropriations, or other Sources of Revenue	\$0.00

FY 2018	Amount
License Applications, Registrations, and Renewals	\$606,711.00
Fines/Penalties	\$36,255.00
Expense Reimbursements from Disciplinary Actions	\$3,371.00
Grants, Special Appropriations, or other Sources of Revenue	\$0.00

# EXPENDITURES

FY 2018	Amount
Personal Services	\$390,219.86
Board Member Per Diem Compensation	\$7,950.00
Travel Expenses	\$37,079.24
Professional Contracts	\$0.00
Rent	\$21,204.81
Office Supplies, Copying Charges/Fees for Printed Certificates, Licenses, and Permits	\$9,779.49
Postage	\$8,014.98
Entertainment and Hosting	\$0.00
Insurance	\$9,455.00
Bank Costs	\$895.00

FY 2017	Amount
Personal Services	\$405,358.98
Board Member Per Diem Compensation	\$5,700.00
Travel Expenses	\$20,913.81
Professional Contracts	\$8,400.00
Rent	\$23,132.52
Office Supplies, Copying Charges/Fees for Printed Certificates, Licenses, and Permits	\$12,755.48
Postage	\$7,251.64
Entertainment and Hosting	\$50.08
Insurance	\$6,462.00
Bank Costs	\$630.00

# PERSONS NEWLY LICENSED

**NAME (FIRST, LAST)**  
TYJHEA GRANDJEAN  
LAKEISHA MARCUM  
GEMA AMAYA  
AMBER BITTLE  
SHAUNICE SEGAR  
OLIVIA PHILLIPS  
CASEY BENNETT  
KARI FIELDS  
JOHN BURKE  
CHRISTA THOMPSON  
MEGAN RUBLE  
MYRIAH DAVIS  
JANE WESTBROOK  
SUMMER PERRY  
JACOB WOOD  
MELISSA GOODRICH  
ANDREW VARGO  
KRISTIN REEL  
CASEY JARVIS  
CHARLENA FRYE  
JAYDE CANTNER  
JORDIN LACY  
PRECIOUS MCHALE  
KAREN SHAVER  
MARISSA GIVEN  
JESSICA GOINS  
VU NGUYEN  
DENA NUSE  
CIERRA JENKINS  
DUSTI FISHER  
JESSICA DEVOR  
MARGARET WOOLUM  
DEBORAH PHIPPS  
BRITNI BALL  
ASHLEY GRASSO  
SHYANA GLENDENING  
MEGAN SMITH  
DIANA BLEDSOE  
AMBER NICHOLSON  
GINA FULK  
AMBER AGNEW  
DOMINIQUE WAITES  
CECILIA PERKINS  
THI BICH PHUONG NGUYEN  
SHAWNA PERDUE  
KIMBERLEY REUSCH  
RAVEN BOGGS  
NICOLE TOMEY  
ZHANNA PUDUL  
ANTHONY RICO TANNER JR  
CHRISTINA MAYLE

**NAME (FIRST, LAST)**  
DONNA PRICE  
LILLIAN HAMILTON  
JOSIE HUCKS  
DUYEN NGUYEN  
BRITTANY EDDY  
MARCUS WADLEY  
THUY THAI  
CORINNE DOWNES  
JOHN LAWSON  
MELISSA MARTIN  
COURTNEY BURKETT  
RACHAEL LEEDOM  
ROBERT VAUGHAN  
REBECCA DOMINGUES  
BREANNA HARTLEY  
BRITTANY GUTHRIE  
SAVANNAH HESS  
STEPHANIE STURM  
SELENA EDMONDS  
SHAY STUMP  
MARIAH KELLEY  
TAYLOR TINCHER  
ANGELA JONES  
NINA BREADY  
SAMANTHA BRAGG  
TRUDIE SHAMBLIN  
JOHN BLANKENSHIP  
SYDNEE SHAFFER  
CASSIDY WITMER  
MEGAN BURCH  
ELIZABETH RIDGLEY  
TORI TONEY  
ALEXANDER LEE  
LLOYD WILKINS II  
BETTY O'DELL  
CASEY BENNETT  
JAIME SHARPLESS  
STEPHANIE ROBERTSON  
MARIAH MARRONE  
CASEY MALEY  
COURTNEY NAMEY  
CHALYON HARRIS  
ANTIONETTE GRAY  
ERICA HARKER  
BETHANY STEMPLER  
ABBIE PIERCE  
KALEI HARRIS  
RACHEL FRONCK  
MACY SKIDMORE  
AMBER VANCE  
NGOC WORRELL

TIMY HUYNH  
SHANNON LEE  
MICHAEL QUICK-BORGARD  
KARA GROSE  
MURIEL WHITEMAN  
JESSICA SMOOT  
SHELBY UTT  
ASHLEIGH DARLINGTON  
CRYSTALE CLEMENTS  
HONG THU NGUYEN  
CATHERINE MCDONALD  
JORDAN HARPER  
ANN BOWMAN  
KAYLIE HYATT  
BRITTANY BURLEY  
KRYSTLE GOODSON  
SHELLEY ELLIS  
CORISSA QUICK  
LISA BARRETT  
TAMMY CANTRELL  
WENDY CONNOR  
JAIME DENNING  
TARA GIST-SAVAGE  
JACQUELINE HARRIS  
JANICE HOLLAND  
CHERISE JONES  
BRANDI MARPLE  
JESSICA MOOREFIELD  
KATHLEEN MYERS  
ANDREA STRICKLAND  
ASHANTI PRICE  
BROOKE THOMPSON  
NIKKI UNDERWOOD  
JACLYN CARR  
LISA RYNTZ  
MICHAEL SINNETT  
ANNE BAKER  
EMILY BLANKENSHIP  
CLARISSA GOWER  
JULIA ALT  
KAYLA LASALA  
TRISHA FREEMAN  
BRIANNA BALSER  
BENTLEY SCARBRO  
SARAH SCHOOLCRAFT  
RICHARD SINES II  
JESSICA O'DELL  
DEADRA BEAZEL  
SIERRA WOOD  
DANIELLE BOWLES  
HANNAH HOLCOMB  
MARIA COLANDREA  
TYLER BRYANT  
LORETTA ROGERS  
ALYSSA HONAKER

MARY VARNEY  
BREANNA MOONEY  
HANNAH RICE  
MADELINE SHUCK  
REBECCA LAMP  
RACHEL HYPES  
HOLLEE BEAL  
MEGAN STROBRIDGE  
CASSIDY LEWIS  
RACHELLE ROBINSON  
CALLI CHAU TRAN  
ASHLEY SMITH  
SARAH MAYNARD  
MIKALA NICHOLS  
AMBER MICHAEL  
ERICA RICHMOND  
JESSICA WILLIAMS  
KATELYN JONES  
TIFFANY FABER  
MICKAYLA PENCE  
AMBER HOLSTEIN  
MORGAN NEAL  
CHELSEA JOHNSON  
TAYLOR BROWN  
DEVON POE  
JARAH MANNS  
CASSANDRA BERNATH  
PAIDAN BALL  
LITISHA BOONE  
KATLYN ANDERSON  
CYDNEY WORLEY  
JEREMY HICKS  
JESSICA GRIMM  
CASSIDY ATHERTON  
KRISTAN SHUPE  
COURTANY ANDERSON  
BROOKE STRATTON  
CHARLENA RICE  
ASHLIE SUPPLE  
BETH MCCOY  
BETH MCCOY  
DANYELL LAYNE  
ALYSSA BENNETT  
KRISTIN JOHNSON  
MELANIE GILLUM  
SHANICQUA SMITH  
CHEYENNE HAYNES  
ELMER WALLS JR  
HALEY CLARK  
KIERSTEN LEMON  
TIFFANY WILLIAMS  
CHRISTIAN LONG  
TAYLAR PAGE  
LAUREN MASSACCI  
SAMANTHA WESTFALL

SAMANTHA HATFIELD  
DESIREE STAUBS  
SHEYRENA CURTIS  
VIRGINIA SANCHEZ GARCIA  
COURTNEY GOFF  
MARY HOLMES  
MADELINE STAFFORD  
MARY JONES  
CHRISTINA SEXTON  
TIARA HOSE  
DANNA HOWARD  
ASHLEY PAXTON  
LESLEE LUCAS  
KARLEE NUTTER  
MICHAELA CERAVALO  
LEAH RHODES  
GANGA GHIMIRE  
KRISTIN WARD  
CHARLES BLANKENSHIP  
LANDON WADLEY  
JESICA TAYLOR  
SHYANNE CARRINO  
MORGAN JACKSON  
GANGA GHIMIRE  
THI DAO  
AMIYA VERZICH  
CASSANDRA BOLYARD  
ANTHONY YOUNG  
TINA VALENTINE  
RONALD CHRISTIAN JR  
DESTINY KETTERMAN  
KYLE COLON  
EMILY BROWNING  
MORGAN PERKINS  
SARENA CROY  
MADISON MARKS  
AUDREY FARRELL  
ASHTON NESTOR  
CANDICE SEMASHKO  
CANDICE SEMASHKO  
AMANDA LONG  
ADYSON AUDIA  
MCKINSEY MARRARA  
ADAM POWELL  
DOMANICK GATLIN  
BAYLIE TRIPLETT  
MISTE BARILE  
REBECCA MONTI  
MISTY TATE  
MARIAH POLLY  
THANH NGUYEN  
LINDSAY ROBINETTE  
LAUREN THOMAS  
CORI ACKERMAN  
TAMMY JORDAN

ASHLEY JOHNSON  
ERICA MCCOURT  
SHANAE GROOM  
KEISHA JOHNSON  
VICTORIA MACE  
KATELYN CANTRELL  
LAKEN SPANGLER  
DAVIDA ADAMS  
BRIANNA WALLACE  
KASEY RUSE  
ARIEL GUADY  
LISA COMPTON  
KELSEY GUMP  
MORGAN NEWMAN  
MICHAELA OREN  
TAMMY BRAGG  
TUNG DAO  
DEBRA SUMMERFIELD  
CARLI BRYANT  
RACHAEL WHETHERS  
JENNIFER ROUSH  
MARISSA GRAPES  
DAVID TAYLOR  
DOMINIC KING  
ASHTON BOJEE  
ANGELA CLEMONS  
KARLY CUNNINGHAM  
HIEN T NGO  
LAYLA BLEVINS  
PAIGE WHITLEY  
TITANIA LY  
CHRISTINA LE  
SARA MYERS  
JESSICA REDDEN-HUDSON  
BREANNA REYNOLDS  
KYLE BRYANT  
SHELBY BALLENGEE WARD  
ADRIAN DINGESS  
THE BUI  
DERIAN JENNINGS  
CHRISTOPHER LA  
ASHLEY JARRELL  
MEGAN TEMPLETON  
KAYLEE MOSS  
JENNA PARSONS  
LOGAN LIGHT  
KELSEY WILSON  
MCKENZIE MATTHEWS  
SYDNEY FULKS  
ALEXA ADAMS  
JOSEPH BUCCI  
KRISTIN JORDAN  
AMANDA LEGG  
FAITH HUNT  
KERRA SCOTT



MIA-FAIRE WILLIAMS  
JACQUELYN GIOIA  
KAYLEA MULLINS  
ALEXA MARSH  
SUEANN HECK  
SHANNON FERGUSON  
BRIANNA DOWDY  
KRISTIN DAVIS  
JORDAN SCHELL  
HAYLEY ROUSH  
KATELYNN BALL  
KATELYN NASH  
SHAYLAN NUSE  
RACHELLE SIMMS  
APRIL CLARK  
JAMES BRANDENBURG  
STEPHANIE HEATH  
ANH TUAN LE  
TAYLOR WILLIS  
NICOLE CRAIG  
MELINDA THARP  
JACYNN PEMBERTON  
BRITTANY GOODE  
KELSEY SHINAULT  
PAIDAN BALL  
VICTORIA HOFFMAN  
TOSHA POLING  
CAROL HART  
ROXANNE KIDWELL  
LACEY SHADD  
NGAN T VO  
BRANDI HUNT  
TROY WHITE  
HEATHER DEAL  
RENEE SHRADER  
HEATHER SMARR  
NICOLE RUDOLPH  
ERIN SMALLWOOD  
LACEY WHANGER  
CARLY REICH  
JUSTIN CONLEY  
AMANDA LESTER  
KAITLYN CARR  
CASSANDRA HARTLING  
MELISSA BOGGESS  
DAN LE

BRITTANY STEWART  
HOLLY SIZEMORE  
SHANE WATSON  
SARAH ADKINS  
ELIZABETH HESS  
SARAH PEERY  
MADISON LOTT  
SHELLEY HUDSON  
MADISON MAY  
ALEJANDRA HANCOCK  
RONNIE BUNNER  
MICHAEL CHRISLIP  
TABATHA TAYLOR  
MELENIA LESTER  
KYALO BRADFORD  
DELLA PERDUE  
WILLIAM COLE  
MARISSA BAILEY  
LEAH TYREE  
ELIJAH GROSE  
REBECCA DISCIULLO  
CHEYENNE HILL  
COURTNEY MILLER  
CHASTIDY HEPLER  
TRYSTAN BRADSHAW  
OLIVIA ADKINS  
NAJJA TYSON  
LACIE ODELL  
JORDAN WATTS  
MINDY PACK  
GILLIAN WORLLEDGE  
PEYTON WHITE  
KRISTEN FERRELL  
BOBBIE SMITH  
NENA BROWN  
STACI ESTEP  
NICOLAS KOSTER  
CHRISTINA MARTIN  
BRANDY MILLS  
ANNDREA MEADOWS  
CHELSEA WOODY  
ANASTASIA ARTHUR  
ANASTASIA ARTHUR  
QUAN BACH  
DANIELLE BOGGESS  
LATONYA PORTERFIELD  
GIAO SHACKELFORD  
KINSEY HALL  
PAUL DIVITA  
DAISY MORRISON  
CHANCE GORE  
HUNTER MALLET  
BRIAN GRIFFITH  
MORGAN NEELEY  
TRAVIS LAWSON

# BARBERS

1,063 - LICENSED

970 - IN-STATE LICENSEES

93 - OUT-OF-STATE LICENSEES

County	Barbers	County	Barbers
Barbour	6	Mineral	9
Berkeley	30	Mingo	19
Boone	12	Monongalia	32
Braxton	7	Monroe	4
Brooke	12	Morgan	10
Cabell	60	Nicholas	19
Calhoun	6	Ohio	37
Clay	3	Pendleton	2
Doddridge	2	Pleasants	1
Fayette	28	Pocahontas	7
Gilmer	2	Preston	10
Grant	5	Putnam	43
Greenbrier	14	Raleigh	45
Hampshire	5	Randolph	10
Hancock	20	Ritchie	2
Hardy	4	Roane	3
Harrison	31	Summers	5
Jackson	12	Taylor	3
Jefferson	15	Tucker	1
Kanawha	202	Tyler	7
Lewis	4	Upshur	5
Lincoln	10	Wayne	16
Logan	36	Webster	6
Marion	29	Wetzel	10
Marshall	16	Wirt	1
Mason	12	Wood	45
McDowell	5	Wyoming	9
Mercer	21		

# COSMETOLOGISTS

**8,688** - LICENSED

**7,727** - IN-STATE LICENSEES

**961** - OUT-OF-STATE LICENSEES

County	Cosmetologists	County	Cosmetologists
Barbour	93	Mineral	104
Berkeley	433	Mingo	140
Boone	94	Monongalia	426
Braxton	59	Monroe	60
Brooke	93	Morgan	60
Cabell	529	Nicholas	126
Calhoun	24	Ohio	218
Clay	35	Pendleton	25
Doddridge	20	Pleasants	16
Fayette	159	Pocahontas	25
Gilmer	14	Preston	146
Grant	57	Putnam	208
Greenbrier	186	Raleigh	328
Hampshire	60	Randolph	99
Hancock	83	Ritchie	39
Hardy	34	Roane	46
Harrison	380	Summers	70
Jackson	101	Taylor	63
Jefferson	180	Tucker	30
Kanawha	834	Tyler	38
Lewis	66	Upshur	91
Lincoln	71	Wayne	130
Logan	172	Webster	21
Marion	266	Wetzel	71
Marshall	145	Wirt	19
Mason	88	Wood	378
McDowell	49	Wyoming	135
Mercer	290		

# AESTHETICIANS

552 - LICENSED

442 - IN-STATE LICENSEES

110 - OUT-OF-STATE LICENSEES

County	Aestheticians	County	Aestheticians
Barbour	2	Mineral	-
Berkeley	53	Mingo	1
Boone	5	Monongalia	59
Braxton	1	Monroe	3
Brooke	1	Morgan	9
Cabell	24	Nicholas	4
Calhoun	-	Ohio	9
Clay	1	Pendleton	-
Doddridge	1	Pleasants	1
Fayette	4	Pocahontas	-
Gilmer	-	Preston	7
Grant	-	Putnam	23
Greenbrier	15	Raleigh	14
Hampshire	2	Randolph	4
Hancock	5	Ritchie	-
Hardy	-	Roane	3
Harrison	19	Summers	1
Jackson	7	Taylor	2
Jefferson	25	Tucker	1
Kanawha	89	Tyler	1
Lewis	4	Upshur	-
Lincoln	4	Wayne	1
Logan	7	Webster	1
Marion	8	Wetzel	1
Marshall	-	Wirt	-
Mason	-	Wood	18
McDowell	-	Wyoming	-
Mercer	2		

# NAIL TECHNICIANS

**1,908** - LICENSED

**1510** - IN-STATE LICENSEES

**398** - OUT-OF-STATE LICENSEES

County	Nail Technicians	County	Nail Technicians
Barbour	13	Mineral	2
Berkeley	129	Mingo	11
Boone	17	Monongalia	109
Braxton	9	Monroe	2
Brooke	11	Morgan	14
Cabell	133	Nicholas	14
Calhoun	5	Ohio	28
Clay	2	Pendleton	5
Doddridge	2	Pleasants	6
Fayette	13	Pocahontas	2
Gilmer	1	Preston	12
Grant	4	Putnam	64
Greenbrier	26	Raleigh	75
Hampshire	3	Randolph	26
Hancock	11	Ritchie	1
Hardy	5	Roane	14
Harrison	89	Summers	5
Jackson	19	Taylor	4
Jefferson	33	Tucker	1
Kanawha	200	Tyler	2
Lewis	10	Upshur	13
Lincoln	5	Wayne	20
Logan	47	Webster	4
Marion	27	Wetzel	6
Marshall	11	Wirt	1
Mason	14	Wood	110
McDowell	3	Wyoming	27
Mercer	77		

# HAIR STYLISTS

181 – LICENSED

168 – IN-STATE LICENSEES

13 – OUT-OF-STATE LICENSEES

County	Hair Stylists	County	Hair Stylists
Barbour	2	Mineral	5
Berkeley	9	Mingo	1
Boone	3	Monongalia	20
Braxton	1	Monroe	-
Brooke	-	Morgan	-
Cabell	17	Nicholas	-
Calhoun	1	Ohio	1
Clay	1	Pendleton	1
Doddridge	-	Pleasants	-
Fayette	1	Pocahontas	-
Gilmer	-	Preston	8
Grant	3	Putnam	7
Greenbrier	-	Raleigh	1
Hampshire	-	Randolph	6
Hancock	-	Ritchie	1
Hardy	3	Roane	1
Harrison	4	Summers	-
Jackson	7	Taylor	1
Jefferson	2	Tucker	3
Kanawha	4	Tyler	1
Lewis	2	Upshur	3
Lincoln	2	Wayne	5
Logan	14	Webster	-
Marion	3	Wetzel	1
Marshall	-	Wirt	-
Mason	9	Wood	8
McDowell	-	Wyoming	-
Mercer	3		

# FY 2017 COMPLAINTS

COMPLAINT NUMBER	COMPLAINT DATE	REASON FOR COMPLAINT	CLOSED/DISMISSAL DATE	ADDITIONAL FINDINGS OR BOARD ACTION
C2017-01	8/8/2016	UNSANITARY IMPLEMENTS	2/1/2018	DISMISSED
C2017-02	8/23/2016	USE OF CREDO BLADES/SANITATION ISSUES	2/1/2018	DISMISSED
C2017-03	9/14/2016	UNLICENSED WORKERS	2/1/2018	DISMISSED
C2017-04	9/20/2016	SANITATION ISSUES	2/1/2018	DISMISSED
C2017-05	9/28/2016	NO BLOOD SPILL KIT/IMPROPER BLOOD SPILL CLEANUP	2/1/2018	DISMISSED
C2017-06	8/28/2016	UNLICENSED WORKERS	2/1/2018	DISMISSED
C2017-07	9/13/2016	UNLICENSED WORKERS	2/1/2018	DISMISSED

C2017-08	10/10/2016	PERSONAL LICENSE EXPIRED WORKING OUT OF UNLICENSED SHOP	2/1/2018	DISMISSED
C2017-09	10/9/2016	UNLICENSED WORKERS	2/6/2018	DISMISSED
C2017-10	9/7/2016	UNLICENSED WORKERS	2/6/2018	DISMISSED
C2017-11	9/9/2016	UNLICENSED WORKERS	2/6/2018	DISMISSED
C2017-12	8/10/2016	CHEMICAL BURNS ON SCALP	12/12/2016	DISMISSED
C2017-13	8/29/2016	PROBLEM WITH INSPECTION	1/9/2017	DISMISSED
C2017-14	8/3/2016	FUNGAL INFECTION FROM SPONGE	12/9/2016	CLOSED - DISCIPLINARY ACTION IMPOSED
C2017-15	12/20/2016	NAIL TECHNICIAN PERFORMING FACIALS, BODY TREATMENTS	12/20/2016	DISMISSED



C2017-16	11/2/2016	SHORT ON INSTRUCTORS	1/4/2017	DISMISSED
C2017-17	12/27/2016	STUDENT PERFORMING NAIL SERVICES WITHOUT A PROFESSIONAL LICENSE/ADVERTISING ON FACEBOOK	7/1/2017	DISMISSED
C2017-18	1/18/2017	SHOP IS UNCLEAN	1/18/2018	DISMISSED
C2017-19	2/2/2017	UNSANITARY PRACTICES	2/8/2017	DISMISSED
C2017-20	2/13/2017	INDIVIDUALS PRACTICING OUTSIDE OF SCOPE OF PRACTICE	2/16/2017	DISMISSED

C2017-21	2/13/2017	USING SAME BOX FOR CLEAN AND USED INSTRUMENTS	7/1/2017	CLOSED - DISCIPLINARY ACTION IMPOSED
C2017-22	2/17/2017	ALLOWING 2 DOGS IN A SHOP	3/2/2017	DISMISSED

C2017-23	2/27/2017	CONSUMER RECEIVED A FUNGAL INFECTION	3/8/2017	DISMISSED
C2017-24	3/1/2017	UNLICENSED WORKERS	3/8/2017	DISMISSED
C2017-25	3/13/2017	OWNER WHO IS UNLICENSED PERFORMING SERVICES IN A LICENSED SALON/SHOP	3/31/2017	DISMISSED

C2017-26	3/17/2017	LICENSEE IS PERFORMING SERVICES IN AN UNLICENSED FACILITY	5/3/2017	DISMISSED
C2017-27	3/23/2017	LICENSEE IS PERFORMING SERVICES IN A LICENSED FACILITY WITH AN EXPIRED LICENSE	4/7/2017	DISMISSED
C2017-28	3/29/2017	FORMER BARBER APPRENTICE IS PERFORMING SERVICES FROM UNLICENSED/LICENSED FACILITIES	3/29/2017	DISMISSED
C2017-29	3/31/2017	INDIVIDUAL IS PERFORMING HAIR AND MAKEUP SERVICES IN AN UNLICENSED FACILITY AND DOES NOT POSSESS A PROFESSIONAL LICENSE TO PRACTICE	7/1/2017	DISMISSED

C2017-30	4/3/2017	NO LICENSE IN SALON/SHOP	4/7/2017	DISMISSED
C2017-31	4/10/2017	SALON IS UNCLEAN	5/15/2017	CLOSED – DISCIPLINARY ACTION IMPOSED
C2017-32	4/11/2017	INDIVIDUAL IS PERFORMING SERVICES IN AN UNLICENSED FACILITY AND DOES NOT POSSESS A PROFESSIONAL LICENSE TO PRACTICE	7/1/2017	DISMISSED
C2017-33	4/21/2017	SALON/SHOP HAS NO POWER OR WATER. A DOG IS IN THE SALON/SHOP AND THERE IS DRUG ACTIVITY	7/5/2017	DISMISSED
C2017-34	4/25/2017	WORK PERMIT HOLDER ACTING AS A MANAGER IN A SALON/SHOP	1/2/2018	DISMISSED
C2017-35	5/4/2017	UNLICENSED WORKERS	6/2/2017	DISMISSED

C2017-36	4/29/2017	UNLICENSED WORKERS	5/25/2017	DISMISSED
C2017-37	4/25/2017	UNLICENSED WORKERS	1/2/2018	DISMISSED
C2017-38	5/10/2017	UNLICENSED WORKERS	8/15/2017	DISMISSED
C2017-39	5/10/2017	UNLICENSED WORKERS	1/2/2018	DISMISSED
C2017-40	5/14/2017	SEXUAL HARASSMENT	5/14/2017	DISMISSED
C2017-41	5/21/2017	CONSUMER RECEIVED CHEMICAL BURNS ON SCALP	6/7/2017	DISMISSED
C2017-42	6/2/2017	CHEMICAL BURNS ON SCALP	6/7/2017	DISMISSED

C2017-43	6/10/2017	UNLICENSED WORKERS	7/6/2017	DISMISSED
C2017-44	5/31/2017	BAD PEDICURE	5/31/2017	DISMISSED
C2017-45	6/16/2017	TOOL USED DURING SERVICES MADE COMPLAINANT'S FOOT BLEED. COMPLAINANT SUSPECTS TOOL WAS NOT DISINFECTED	7/18/2017	DISMISSED
C2017-46	6/16/2017	UNLICENSED FACILITY	8/11/2017	DISMISSED

C2017-47	6/19/2017	UNLICENSED WORKERS	7/6/2017	DISMISSED
C2017-48	6/23/2017	UNLICENSED WORKERS	7/13/2017	DISMISSED
C2017-49	6/27/2017	UNCLEAN FACILITY AND POSSIBLE DRUG ACTIVITY	11/14/2017	DISMISSED
C2017-50	6/28/2017	BAD HAIR CUTS-GETTING MONEY UNDER TABLE	6/28/2017	DISMISSED
C2017-51	6/29/2017	SANITATION ISSUES	6/29/2017	DISMISSED
2017-52	3/2/2016	BOARD INITIATED: 3RD OFFENSE; CITATION 2.12; ALLOWING AN UNLICENSED PERSON TO PRACTICE IN A LICENSED SHOP	8/14/2016	DISMISSED
2017-53	8/10/2016	BOARD INITIATED: 4TH OFFENSE; CITATION 2.4; OPERATING A SHOP WITH AN EXPIRED SHOP LICENSE	4/1/2017	CLOSED – DISCIPLINARY ACTION IMPOSED
2017-54	10/27/2016	BOARD INITIATED: 4TH OFFENSE; CITATION 2.62; FAILING TO MAINTAIN A SANITARY AND CLEAN FACILITY FREE OF INSECTS	11/20/2016	CLOSED – DISCIPLINARY ACTION IMPOSED



2017-55	10/5/2016	BOARD INITIATED: 3RD OFFENSE; CITATION 2.4; OPERATING A SHOP WITH AN EXPIRED SHOP LICENSE	11/20/2016	CLOSED – DISCIPLINARY ACTION IMPOSED
2017-56	10/4/2016	BOARD INITIATED: 3RD OFFENSE; CITATION 2.4; OPERATING A SHOP WITH AN EXPIRED SHOP LICENSE	11/20/2016	CLOSED – DISCIPLINARY ACTION IMPOSED
2017-57	8/8/2016	BOARD INITIATED: 4TH OFFENSE; CITATION 2.43; FAILING IN A SHOP OR AS A BOOTH RENTER TO DISINFECT TOOLS AND IMPLEMENTS	11/20/2016	CLOSED – DISCIPLINARY ACTION IMPOSED
2017-58	1/10/2017	BOARD INITIATED: 4TH OFFENSE; CITATION 2.68; FAILING TO DISCARD FILES AFTER EACH USE	2/6/2017	CLOSED – DISCIPLINARY ACTION IMPOSED
2017-59	1/10/2017	BOARD INITIATED: 4TH OFFENSE; CITATION 2.40; FAILING TO DISCARD DISPOSABLE EMERY BOARD, BUFFER, SPONGE, OR ORANGEWOOD STICK AFTER EACH CLIENT OR TO GIVE EMERY BOARD, BUFFER, SPONGE, OR ORANGEWOOD STICK TO THE CLIENT	2/17/2017	CLOSED – DISCIPLINARY ACTION IMPOSED
2017-60	1/10/2017	BOARD INITIATED: 4TH OFFENSE; CITATION 2.33; FAILING TO ENSURE THAT ALL ARTICLES WHICH COME IN CONTACT WITH A CLIENT ARE EITHER DISINFECTED, CLEANED OR DISPOSED OF	2/17/2017	CLOSED – DISCIPLINARY ACTION IMPOSED
2017-61	2/17/2017	BOARD INITIATED: 3RD OFFENSE; CITATION 2.2; WORKING WITH AN EXPIRED LICENSE	12/13/2017	CLOSED – DISCIPLINARY ACTION IMPOSED
2017-62	3/9/2017	BOARD INITIATED: 3RD OFFENSE; CITATION 2.3; PRACTICING IN A SHOP WITH AN EXPIRED WORK PERMIT/CERTIFICATE	4/10/2017	CLOSED – DISCIPLINARY ACTION IMPOSED

2017-63	2/17/2017	BOARD INITIATED: 4TH OFFENSE; CITATION 2.4; OPERATING A SHOP WITH AN EXPIRED SHOP LICENSE	12/13/2017	CLOSED – DISCIPLINARY ACTION IMPOSED
2017-64	8/11/2017	BOARD INITIATED: 4TH OFFENSE; CITATION 2.40; FAILING TO DISCARD DISPOSABLE EMERY BOARD, BUFFER, SPONGE, OR ORANGEWOOD STICK AFTER EACH CLIENT OR TO GIVE EMERY BOARD, BUFFER, SPONGE, OR ORANGEWOOD STICK TO THE CLIENT	10/15/2017	CLOSED – DISCIPLINARY ACTION IMPOSED
2017-66	3/16/2017	BOARD INITIATED: 3RD OFFENSE; CITATION 2.4; OPERATING A SHOP WITH AN EXPIRED SHOP LICENSE	6/5/2017	CLOSED – DISCIPLINARY ACTION IMPOSED
2017-67	4/17/2017	BOARD INITIATED: 3RD OFFENSE; CITATION 2.4; OPERATING A SHOP WITH AN EXPIRED SHOP LICENSE	6/5/2017	CLOSED – DISCIPLINARY ACTION IMPOSED
2017-67	4/17/2017	BOARD INITIATED: 3RD OFFENSE; CITATION 2.4; OPERATING A SHOP WITH AN EXPIRED SHOP LICENSE	6/5/2017	CLOSED – DISCIPLINARY ACTION IMPOSED
2017-68	4/17/2017	BOARD INITIATED: 6TH OFFENSE; CITATION 2.40; FAILING TO DISCARD DISPOSABLE EMERY BOARD, BUFFER, SPONGE, OR ORANGEWOOD STICK AFTER EACH CLIENT OR TO GIVE EMERY BOARD, BUFFER, SPONGE, OR ORANGEWOOD STICK TO THE CLIENT.	6/5/2017	CLOSED – DISCIPLINARY ACTION IMPOSED
2017-69	4/17/2017	BOARD INITIATED: 5TH OFFENSE; CITATION 2.43; FAILING IN A SHOP OR AS A BOOTH RENTER TO DISINFECT TOOLS AND IMPLEMENTS	6/5/2017	CLOSED – DISCIPLINARY ACTION IMPOSED

# FY 2018 COMPLAINTS

COMPLAINT NUMBER	COMPLAINT DATE	REASON FOR COMPLAINT	CLOSED/DISMISSAL DATE	ADDITIONAL FINDINGS OR BOARD ACTION
C2018-01	7/7/2017	OPERATING A SALON/SHOP IN A MOTOR VEHICLE	7/14/2017	DISMISSED
C2018-02	7/1/2017	CONSUMER DISSATISFIED WITH EYELASH EXTENSIONS	7/14/2017	DISMISSED
C2018-03	7/14/2017	LICENSEE SUBMITTED FRAUDULENT HIGH SCHOOL DIPLOMA	8/1/2017	DISMISSED
C2018-04	7/16/2017	UNCLEAN FACILITY	4/5/2018	DISMISSED
C2018-06	7/19/2017	INDIVIDUAL IS ADVERTISING FOR NAIL SERVICES ON SOCIAL MEDIA	2/4/2018	DISMISSED
C2018-07	7/26/2017	UNCLEAN FACILITY, TOOLS, AND IMPLEMENTS	8/17/2017	DISMISSED
C2018-08	7/31/2017	UNCLEAN FACILITY, TOOLS, AND IMPLEMENTS	8/21/2017	DISMISSED
C2018-09	8/13/2017	UNCLEAN FACILITY, TOOLS, AND IMPLEMENTS. COMPLAINANT ALLEGES TO HAVE RECEIVED A BURN INJURY	8/27/2017	DISMISSED
C2018-10	8/14/2017	PEDICURE CHAIR IN FACILITY IS IN DISREPAIR	10/15/2017	CLOSED – DISCIPLINARY ACTION IMPOSED

C2018-12	8/21/2017	RESPONDENT USED STRAIGHT RAZOR TO PERFORM A HAIRCUT ON A CHILD AND CUT THE CHILD WITH THE RAZOR	2/4/2018	DISMISSED
C2018-13	9/5/2017	RESPONDENT IS PRACTICING WITHOUT A PROFESSIONAL LICENSE AND DID NOT COMPLETE BARBER APPRENTICESHIP PROGRAM	4/5/2018	DISMISSED
C2018-14	9/5/2017	PERFORMING BARBERING SERVICES WITHOUT A PROFESSIONAL LICENSE TO PRACTICE	N/A	UNDER INVESTIGATION
C2018-15	9/18/2017	HOLES IN CEILING, UNCLEAN FACILITY	10/16/2017	DISMISSED
C2018-16	9/20/2017	COMPLAINANT'S WIFE RECEIVED AN INFECTION DUE TO THE RESPONDENT FAILING TO DISINFECT TOOLS OR IMPLEMENTS	9/28/2017	CLOSED – DISCIPLINARY ACTION IMPOSED
C2018-17	9/22/2017	COMPLAINANT WITNESSED TOOLS AND IMPLEMENTS NOT BEING DISINFECTED BETWEEN EACH USE. RESPONDENT'S WORKERS DID NOT SANITIZE HANDS BETWEEN CONSUMERS	9/30/2017	DISMISSED
C2018-19	10/2/2017	COMPLAINANT WAS DISSATISFIED WITH MAKEUP SERVICES	10/3/2017	DISMISSED
C2018-20	10/3/2017	UNLICENSED PERSON IS ADVERTISING MAKEUP SERVICES ON SOCIAL MEDIA	4/6/2018	DISMISSED

C2018-21	10/6/2017	UNLICENSED INDIVIDUAL IS PERFORMING MICRO-BLADING IN A LICENSED FACILITY	10/10/2017	DISMISSED
C2018-22	10/8/2017	UNLICENSED INDIVIDUAL IS ADVERTISING COSMETOLOGY-RELATED SERVICES ON SOCIAL MEDIA	10/10/2017	DISMISSED
C2018-23	10/9/2017	UNLICENSED INDIVIDUAL IS PERFORMING MICRO-BLADING IN A LICENSED FACILITY	4/5/2018	DISMISSED
C2018-24	10/10/2017	COMPLAINANT SUSPECTED INDIVIDUALS WERE WORKING IN A LICENSED FACILITY WITHOUT A PROFESSIONAL LICENSE TO PRACTICE	11/2/2018	DISMISSED
C2018-25	8/2/2017	RESPONDENT WAS CONVICTED OF A FELONY AND SUBMITTED FRAUDULENT DOCUMENTATION WITH APPLICATION FOR LICENSURE	8/23/2018	CLOSED – DISCIPLINARY ACTION IMPOSED
C2018-26	10/18/2017	RESPONDENT IS PERFORMING COSMETOLOGY-RELATED SERVICES IN AN UNLICENSED FACILITY	11/30/2018	DISMISSED
C2018-27	10/23/2017	RESPONDENT IS PERFORMING COSMETOLOGY-RELATED SERVICES WITHOUT A PROFESSIONAL LICENSE	10/23/2017	DISMISSED
C2018-28	10/23/2017	INDIVIDUAL IS PERFORMING TATTOOING SERVICES IN A LICENSED FACILITY	11/16/2017	DISMISSED
C2018-29	10/23/2017	RESPONDENT IS PERFORMING BARBER-RELATED SERVICES IN AN UNLICENSED FACILITY. RESPONDENT HAS AN INFECTIOUS, CONTAGIOUS DISEASE AND IS POSSIBLY INFECTING CONSUMERS	7/10/2018	CLOSED – DISCIPLINARY ACTION IMPOSED
C2018-30	11/1/2017	MOLD IN RESPONDENT'S FACILITY	7/10/2018	DISMISSED
C2018-31	10/31/2017	AT LEAST ONE LICENSEE DOES NOT HAVE LICENSE DISPLAYED AT STATION IN THE RESPONDENT'S FACILITY AND LICENSES MAY BE EXPIRED	2/4/2018	DISMISSED
C2018-32	11/6/2017	COMPLAINANT RECEIVED NAIL FUNGUS AND IS LOSING TOE NAIL AFTER RECEIVING NAIL SERVICES FROM THE RESPONDENT	1/7/2018	DISMISSED

C2018-33	10/17/2017	RECEIVED INFECTION AFTER RECEIVING NAIL SERVICES FROM THE RESPONDENT	11/15/2017	DISMISSED
C2018-34	11/7/2017	RESPONDENT SUBMITTED FRADULENT HIGH SCHOOL DIPLOMA/GED IN ORDER TO MEET QUALIFICATIONS FOR LICENSURE	N/A	UNDER INVESTIGATION
C2018-35	10/23/2015	RESPONDENT SUBMITTED FRADULENT HIGH SCHOOL DIPLOMA/GED IN ORDER TO MEET QUALIFICATIONS FOR LICENSURE	N/A	UNDER INVESTIGATION
C2018-36	11/13/2017	RESPONDENT HAS TWO (2) DOGS IN FACILITY THAT RUNS IN AND OUT. RESPONDENT'S FACILITY IS UNCLEAN AND DOG HAIR IS EVERYWHERE	2/4/2018	DISMISSED
C2018-37	11/14/2017	RESPONDENT IS ALLOWING INDIVIDUALS WITHOUT A PROFESSIONAL LICENSE PERFORM BARBER-RELATED SERVICES IN THE RESPONDENT'S FACILITY	2/4/2018	DISMISSED
2018-38	11/20/2017	BOARD INITIATED: 3RD OFFENSE; CITATION 2.4; OPERATING WITH AN EXPIRED SHOP LICENSE & 4TH OFFENSE; CITATION 2.2; OF WORKING WITH AN EXPIRED LICENSE	N/A	PENDING FURTHER ACTION
2018-39	12/12/2017	BOARD INITIATED: 4TH OFFENSE; CITATION 2.2; WORKING WITH AN EXPIRED LICENSE & 3RD OFFENSE; CITATION 2.4; OPERATING A SHOP WITH AN EXPIRED SHOP LICENSE	6/10/2018	CLOSED – DISCIPLINARY ACTION IMPOSED
2018-40	12/12/2017	BOARD INITIATED: 4TH OFFENSE; CITATION 2.47; FAILING TO KEEP STORAGE CABINETS, WORK STATIONS, VANITIES, AND THE INSIDE OF MICROWAVE OVENS OR OTHER SUCH EQUIPMENT CLEAN	N/A	PENDING FURTHER ACTION
C2018-41	12/2/2017	COMPLAINANT'S EYE BROWS WERE BURNED WHILE RECEIVING WAXING SERVICES FROM THE RESPONDENT	2/4/2018	DISMISSED
C2018-42	11/27/2017	RESPONDENT IS ALLOWING UNLICENSED INDIVIDUALS TO PRACTICE NAIL SERVICES IN RESPONDENT'S FACILITY	6/5/2018	DISMISSED

2018-43	12/28/2017	BOARD INITIATED: 4TH OFFENSE; CITATION 2.2; WORKING WITH AN EXPIRED LICENSE	1/7/2018	DISMISSED
2018-44	12/28/2017	BOARD INITIATED: 4TH OFFENSE; CITATION 2.4; OPERATING A SHOP WITH AN EXPIRED SHOP LICENSE	N/A	PENDING FURTHER ACTION
2018-45	12/28/2017	BOARD INITIATED: 3RD OFFENSE; CITATION 2.47; FAILING TO KEEP STORAGE CABINETS, WORK STATIONS, VANITEES, AND THE INSIDE OF MICROWAVE OVENS OR OTHER SUCH EQUIPMENT CLEAN	1/7/2018	DISMISSED
C2018-46	10/4/2017	RESPONDENT'S FACILITY DOES NOT EMPLOY BARBERS AND HAS A BARBER POLE	2/4/2018	DISMISSED
C2018-47	11/14/2017	RESPONDENT EMPLOYS A LICENSEE THAT HAS AN EXPIRED LICENSE AND AN INDIVIDUAL THAT DOES NOT POSSESS A PROFESSIONAL LICENSE TO PRATICE. RESPONDENT TELLS INDIVIDUALS THAT HE CAN GET THEM A LICENSE FOR \$6,000.00	4/15/2018	DISMISSED
C2018-48	11/14/2017	RESPONDENT COMPLETED BARBER APPRENTICESHIP PROGRAM IN WEST VIRGINIA BUT DID NOT APPLY FOR EXAMINATIONS AND APPLY FOR LICENSURE. RESPONDENT IS PERFORMING BARBER-RELATED SERVICES	4/15/2018	DISMISSED
C2018-49	12/20/2017	RESPONDENT'S FACILITY IS COVERED IN TRASH, HAIR CLIPPINGS IN FLOOR, STAINS ON FLOOR. RESPONDENT ALSO KEEPS A DOG IN FACILITY	7/10/2018	CLOSED – DISCIPLINARY ACTION IMPOSED
C2018-50	11/28/2017	RESPONDENT'S FACILITY DOES NOT HAVE WATER & STUDENTS AND STAFF CANNOT USE RESTROOMS	7/10/2018	DISMISSED
C2018-51	1/9/2018	RESPONDENT IS PERFORMING COSMETOLOGY-RELATED SERVICES IN AN UNLICENSED FACILITY	4/15/2018	DISMISSED

C2018-52	1/13/2018	INDIVIDUALS THAT PRACTICE BARBERING IN RESPONDENT'S FACILITY IS AN APPRENTICE. THE APPRENTICES ARE NOT UNDER DIRECT SUPERVISION AT ALL TIMES AND EVERYONE THAT WORKS FOR THE RESPONDENT IS BOOTH RENT BUT NO ONE HAS A BUSINESS LICENSE. THE APPRENTICES FINISHED THE COURSE BUT CONTINUE TO WORK ON THEIR PERMITS	7/9/2018	DISMISSED
C2018-53	1/11/2018	CHILD WAS BURNED BY A HAIR DRYER AT RESPONDENT'S FACILITY	4/15/2018	DISMISSED
C2018-54	1/19/2018	RESPONDENT IS PERFORMING HAIR SERVICES IN HER SALON WITHOUT A PROFESSIONAL LICENSE TO PRACTICE	11/30/2018	DISMISSED
C2018-55	1/11/2018	RESPONDENT IS MISTREATING STUDENTS	1/30/2018	DISMISSED
C2018-56	1/19/2018	RESPONDENT EMPLOYS AN UNLICENSED PERSON	4/15/2018	DISMISSED
C2018-57	1/22/2018	RESPONDENT IS PRACTICING ON AN EXPIRED WORK PERMIT	N/A	UNDER INVESTIGATION
C2018-58	1/11/2018	COMPLAINANT RECEIVED FUNGUS AFTER RECEIVING NAIL SERVICES FROM THE RESPONDENT'S FACILITY	4/15/2018	DISMISSED
C2018-59	2/7/2018	RESPONDENT IS ADVERTISING FACIALS AND DOES NOT LICENSED EMPLOY AN AESTHETICIAN OR COSMETOLOGIST	12/6/2018	DISMISSED
C2018-60	2/6/2018	RESPONDENT'S FACILITY HAS A ROOM FILLED WITH TRASH	7/24/2018	DISMISSED
C2018-61	3/2/2018	FOUND PHOTOS ON FACEBOOK OF RESPONDENT PERFORMING BARBER-RELATED SERVICES OUT OF A KITCHEN	12/6/2018	DISMISSED
C2018-62	2/21/2018	RESPONDENT'S FACILITY ROOF LEAKS CAUSING WATER TO GATHER INSIDE RESPONDENT'S FACILITY AND AWNING IS TORE DOWN	12/19/2018	DISMISSED
C2018-63	2/12/2018	RESPONDENT IS PERFORMING BARBER-RELATED SERVICES IN A LICENSED FACILITY WITHOUT A PROFESSIONAL LICENSE OR PERMIT TO PRACTICE	7/10/2018	DISMISSED



C2018-64	2/27/2018	RESPONDENT IS PERFORMING BARBER-RELATED SERVICES IN A LICENSED FACILITY WITHOUT A PROFESSIONAL LICENSE OR PERMIT TO PRACTICE	7/10/2018	DISMISSED
C2018-65	5/16/2016	RESPONDENT EMPLOYS UNLICENSED INDIVIDUALS	12/6/2018	DISMISSED
C2018-66	2/23/2018	COMPLAINANT RECEIVED A STAFF INFECTION/MRSA DUE PEDICURE PERFORMED BY THE RESPONDENT	12/6/2018	CLOSED – DISCIPLINARY ACTION IMPOSED
C2018-67	2/20/2018	RESPONDENT'S FACILITY IS OPERATING IN UNSANITARY CONDITIONS. TOOLS ARE NOT BEING CARED FOR AND THERE IS FOOD EVERYWHERE	7/24/2018	CLOSED – DISCIPLINARY ACTION IMPOSED
C2018-68	3/6/2018	RESPONDENT IS PERFORMING MASSAGE WITHOUT A LICENSE TO PRACTICE	3/7/2018	DISMISSED
C2018-69	2/2/2018	RESPONDENT IS PROVIDING COSMETOLOGY-RELATED SERVICES FROM AN UNLICENSED FACILITY AND ADVERTISES ON FACEBOOK THAT SHE IS A MASTER HAIR DESIGNER	12/7/2018	DISMISSED
C2018-70	3/2/2018	COMPLAINANT'S TOE WAS CUT DURING PEDICURE AND RESPONDENT DID NOT ADMINISTER PROPER FIRST AID	12/7/2018	DISMISSED
C2018-71	1/25/2018	RESPONDENT IS PERFORMING COSMETOLOGY-RELATED SERVICES WITHOUT A PROFESSIONAL LICENSE TO PRACTICE	N/A	UNDER INVESTIGATION
C2018-72	11/29/2017	RESPONDENT DOESN'T PAY TAXES AND FACILITY DOESN'T MEET FIRE CODE STANDARDS	12/7/2018	DISMISSED

C2018-73	3/13/2018	RESPONDENT'S FACILITY IS CLUTTERED, UNCLEAN, AND HAS RODENTS	7/24/2018	CLOSED – DISCIPLINARY ACTION IMPOSED
C2018-74	3/19/2018	RESPONDENT IS PERFORMING WAXING SERVICES ON AN EXPIRED LICENSE	12/7/2018	DISMISSED
C2018-75	3/22/2018	RESPONDENT'S FACILITY IS UNCLEAN	7/10/2018	CLOSED – DISCIPLINARY ACTION IMPOSED
C2018-76	3/27/2018	RESPONDENT IS PERFORMING NAIL SERVICES IN A LICENSED FACILITY WHILE SUFFERING WITH AN INFECTIOUS, COMMUNICABLE DISEASE	7/10/2018	DISMISSED
C2018-77	3/31/2018	PHYSICAL CONDITIONS OF RESPONDENT'S FACILITY IS UNSANITARY	12/7/2018	CLOSED – DISCIPLINARY ACTION IMPOSED
C2018-78	4/2/2018	RESPONDENT IS PERFORMING SERVICES IN AN UNLICENSED FACILITY AND WITHOUT A PROFESSIONAL LICENSE TO PRACTICE	12/7/2018	DISMISSED
C2018-79	8/17/2017	RESPONDENT IS HARASSING CUSTOMERS, MAINTAINS AN UNSANITARY WORK STATION, AND REUSES SINGLE-USE ITEMS	4/5/2018	DISMISSED
C2018-80	8/17/2017	RESPONDENT IS PERFORMING WAXING SERVICES WITHOUT A LICENSE/CERTIFICATION	4/5/2018	DISMISSED
2018-81	1/19/2018	BOARD INITIATED: 8TH OFFENSE; CITATION 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	9/10/2018	CLOSED – DISCIPLINARY ACTION IMPOSED
2018-82	12/28/2017	BOARD INITIATED: 10TH OFFENSE; CITATION 2.40; FAILING TO DISCARD A DISPOSABLE EMERY BOARD, SPONGE, BUFFER, OR ORANGEWOOD STICK AFTER USE ON A CLIENT OR TO GIVE THE EMERY	6/11/2018	DISMISSED

		BOARD, SPONGE, BUFFER OR ORANGEWOOD STICK TO THE CLIENT		
2018-83	1/12/2018	BOARD INITIATED: 5TH OFFENSE; CITATION 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	6/11/2018	CLOSED – DISCIPLINARY ACTION IMPOSED
2018-84	12/28/2017	BOARD INITIATED: 49TH OFFENSE; CITATION 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	12/14/2018	CLOSED – DISCIPLINARY ACTION IMPOSED
2018-85	7/14/2017	BOARD INITIATED: 4TH OR MORE OFFENSE; CITATION 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 & 4TH OR MORE OFFENSE; CITATION 2.68; FAILING TO DISCARD FILES AFTER EACH USE	11/20/2018	CLOSED – DISCIPLINARY ACTION IMPOSED
2018-86	12/27/2017	BOARD INITIATED: 4TH OR MORE OFFENSE; CITATION 2.64; FAILING TO RENEW BOOTH RENTAL CERTIFICATE ANNUALLY	6/11/2018	CLOSED – DISCIPLINARY ACTION IMPOSED
2018-87	12/27/2017	BOARD INITIATED: 3RD OFFENSE; CITATION 2.64; FAILING TO RENEW BOOTH RENTAL CERTIFICATE ANNUALLY & 4TH OFFENSE; 2.2; WORKING WITH AN EXPIRED LICENSE	6/11/2018	CLOSED – DISCIPLINARY ACTION IMPOSED
2018-88	3/15/2018	BOARD INITIATED: 4TH OFFENSE; CITATION 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	N/A	PENDING FURTHER ACTION
2018-90	3/2/2018	BOARD INITIATED: 4TH OR MORE OFFENSE; CITATION 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	12/6/2018	CLOSED – DISCIPLINARY ACTION IMPOSED

2018-91	2/6/2018	BOARD INITIATED: 4TH OR MORE OFFENSE; CITATION 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	8/3/2018	CLOSED – DISCIPLINARY ACTION IMPOSED
2018-93	4/13/2018	BOARD INITIATED: 4TH OFFENSE; CITATION 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	7/13/2018	CLOSED – DISCIPLINARY ACTION IMPOSED
2018-94	4/12/2018	BOARD INITIATED: 4TH OFFENSE; CITATION 2.47; FAILING TO KEEP STORAGE CABINETS, WORK STATIONS, VANITEES, AND THE INSIDE OF MICROWAVE OVENS AND OTHER SUCH EQUIPMENT CLEAN	N/A	PENDING FURTHER ACTION
C2018-95	4/16/2018	RESPONDENT IS PERFORMING SERVICES WITHOUT A SALON LICENSE	12/10/2018	DISMISSED
C2018-96	4/30/2018	RESPONDENT CUT HAND WHILE PERFORMING HAIR SERVICES ON A CHILD. RESPONDENT DID NOT BANDAGE WOUND AND CONTINUED TO PERFORM SERVICE. PARENTS OF CHILD DISCOVERED OPEN WOUND ON CHILD AFTER THE SERVICE WAS COMPLETED		PENDING FURTHER ACTION
2018-97	5/7/2018	BOARD INITIATED: 4TH OFFENSE; CITATION 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	7/2/2018	CLOSED – DISCIPLINARY ACTION IMPOSED
C2018-98	4/24/2018	LICENSES WERE NOT DISPLAYED IN RESPONDENT'S FACILITY. WAXING SERVICES ARE BEING PERFORMED WITHOUT LICENSE/CERTIFICATION TO PRACTICE. TOOLS/IMPLEMENTS WERE BEING REUSED WITHOUT PROPER DISINFECTION BETWEEN CONSUMERS	N/A	UNDER INVESTIGATION
C2018-99	4/30/2018	TOOLS/IMPLEMENTS IN RESPONDENT'S FACILITY WERE BEING REUSED WITHOUT PROPER DISINFECTION BETWEEN CONSUMERS. FOOT SPA WAS NOT PROPERLY DISINFECTED.	7/24/2018	DISMISSED

C2018-100	5/3/2018	RESPONDENT IS PERFORMING WAXING SERVICES WITHOUT A PROFESSIONAL LICENSE/CERTIFICATION	7/24/2018	DISMISSED
C2018-101	5/9/2018	MULTIPLE PEOPLE WORKING IN RESPONDENT'S FACILITY WITHOUT A PROFESSIONAL LICENSE/PERMIT TO PRACTICE	7/13/2018	DISMISSED
C2018-102	5/9/2018	RESPONDENT EMPLOYS INDIVIDUALS WHO ARE WORKING ILLEGALLY	7/13/2018	DISMISSED
C2018-103	5/14/2018	RESPONDENT IS ALLOWING UNLICENSED INDIVIDUALS TO PRACTICE IN A LICENSED FACILITY	7/24/2018	DISMISSED
C2018-104	5/14/2018	RESPONDENT IS ALLOWING UNLICENSED INDIVIDUALS TO PRACTICE IN A LICENSED FACILITY	7/13/2018	DISMISSED
C2018-105	5/14/2018	RESPONDENT IS ALLOWING UNLICENSED INDIVIDUALS TO PRACTICE IN A LICENSED FACILITY	7/24/2018	DISMISSED
C2018-106	5/14/2018	RESPONDENT IS WORKING ILLEGALLY	12/10/2018	DISMISSED
C2018-107	5/14/2018	RESPONDENT IS ALLOWING UNLICENSED INDIVIDUALS TO PRACTICE IN A LICENSED FACILITY	7/24/2018	DISMISSED
C2018-108	5/14/2018	RESPONDENT IS WORKING ILLEGALLY	12/19/2018	DISMISSED
C2018-109	5/14/2018	RESPONDENT IS WORKING ILLEGALLY	7/24/2018	DISMISSED

C2018-110	5/17/2018	LICENSEE AT RESPONDENT'S FACILITY APPLIED ACRYLIC NAILS TO COMPLAINANT. NAILS WERE LOOSE AND PAINFUL AFTER SERVICE WAS COMPLETE. COMPLAINANT EXPRESSED CONCERN TO THE LICENSEE THAT THE APPLICATION PROCESS WAS PAINFUL, AND THE LICENSEE IGNORED THE COMPLAINANT'S CONCERNS	7/24/2018	DISMISSED
C2018-111	5/15/2018	RESPONDENT ASKED COMPLAINANT IF SHE WOULD BE WILLING TO TRADE SEX FOR COSMETOLOGY-RELATED SERVICES	12/10/2018	DISMISSED
C2018-112	5/14/2018	RESPONDENT IS PERFORMING COSMETOLOGY-RELATED SERVICES WITHOUT A PROFESSIONAL LICENSE/PERMIT	N/A	UNDER INVESTIGATION
C2018-113	6/15/2018	COMPLAINANT RECEIVED A BACTERIAL INFECTION DUE TO IMPROPER DISINFECTION AND/OR DISPOSAL OF TOOLS/IMPLEMENTS DURING PEDICURE AT RESPONDENT'S FACILITY	12/17/2018	DISMISSED
C2018-114	5/23/2018	RESPONDENT IS EMPLOYING 4 INDIVIDUALS THAT DO NOT POSSESS A PROFESSIONAL LICENSE/PERMIT TO PRACTICE	7/24/2018	DISMISSED
C2018-115	4/24/2018	COMPLAINANT IS DISSATISFIED WITH QUALITY OF SERVICE RECEIVED FROM THE RESPONDENT	6/18/2018	DISMISSED
2018-116	5/31/2018	BOARD INITIATED: 3RD OFFENSE; CITATION 2.1; FAILING TO POST A SHOP LICENSE, PRACTITIONER LICENSE OR BOOTH CERTIFICATE IN A PUBLICLY VISIBLE PLACE WITHIN A SHOP	8/24/2018	CLOSED – DISCIPLINARY ACTION IMPOSED
2018-117	5/18/2018	BOARD INITIATED: 5TH OFFENSE; CITATION 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	11/8/2018	CLOSED – DISCIPLINARY ACTION IMPOSED
2018-118	5/11/2018	BOARD INITIATED: 4TH OFFENSE; CITATION 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	N/A	PENDING FURTHER ACTION

2018-119	6/13/2018	BOARD INITIATED: 4TH OFFENSE; CITATION 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	N/A	PENDING FURTHER ACTION
C2018-120	5/5/2018	RESPONDENT IS PROVIDING SERVICES IN AN UNLICENSED FACILITY	N/A	UNDER INVESTIGATION
C2018-121	6/13/2018	RESPONDENT IS PROVIDING SERVICES IN AN UNLICENSED FACILITY	12/10/2018	DISMISSED
C2018-122	5/13/2018	COMPLAINANT IS DISSATISFIED WITH SERVICES RECEIVED FROM THE RESPONDENT	6/25/2018	DISMISSED
C2018-123	5/11/2018	RESPONDENT DID NOT DISINFECT COMBS BETWEEN EACH USE. HAS A CART ON WHEELS THAT HAS UNSANITARY EQUIPMENT. DOES NOT PROPERLY DISPOSE OF WAXING PAPERS	12/10/2018	DISMISSED
C2018-124	6/4/2018	RESPONDENT IS PERFORMING SERVICES ON AN EXPIRED LICENSE AND PERFORMING SERVICES IN AN UNLICENSED FACILITY	N/A	UNDER INVESTIGATION
C2018-125	6/6/2018	LICENSEES WORKING IN RESPONDENT'S FACILITY DID NOT SANITIZE HANDS BEFORE SERVICING CONSUMERS, DID NOT DISINFECT PEDICURE BOWLS, AND AN UNLICENSED INDIVIDUAL IS PERFORMING MAKEUP SERVICES	7/24/2018	DISMISSED
C2018-126	6/9/2018	COMPLAINANT RECEIVED FUNGAL INFECTION AND TOOLS/IMPLEMENTS WERE NOT DISINFECTED WHEN SERVICES WERE RECEIVED FROM THE RESPONDENT	11/29/2018	CLOSED – DISCIPLINARY ACTION IMPOSED
C2018-127	6/7/2018	RESPONDENT IS PERFORMING SERVICES WITH AN EXPIRED PROFESSIONAL LICENSE	7/25/2018	DISMISSED
C2018-128	4/30/2018	RESPONDENT IS PRACTICING IN AN UNLICENSED FACILITY AND THREATENED COMPLAINANT	N/A	PENDING FURTHER ACTION

C2018-129	6/20/2018	RESPONDENT TALKED ABOUT COMPLAINANT ON SOCIAL MEDIA	6/27/2018	DISMISSED
2018-130	6/19/2018	BOARD INITIATED: 4TH OFFENSE; CITATION 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	N/A	PENDING FURTHER ACTION
C2018-131	6/27/2018	RESPONDENT IS ALLOWING UNLICENSED INDIVIDUALS TO PRACTICE IN A LICENSED FACILITY	11/29/2018	DISMISSED
C2018-132	6/27/2018	RESPONDENT IS PERFORMING WAXING AND NAIL SERVICES WITHOUT A PROFESSIONAL LICENSE TO PRACTICE	7/3/2018	DISMISSED
C2018-133	6/19/2018	RESPONDENT IS NOT DISINFECTING TOOLS/IMPLEMENTS. COMPLAINANT RECEIVED EYE INFECTION AND LOST EYELASHES AFTER RECEIVING SERVICES FROM RESPONDENT	11/20/2018	DISMISSED
2018-134	4/17/2018	BOARD INITIATED: 4TH OFFENSE; CITATION 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	10/25/2018	CLOSED – DISCIPLINARY ACTION IMPOSED
C2018-135	6/29/2018	AD ON WEBSITE THAT INDICATES STATE LAW EXAM AND ANSWERS CAN BE RETRIEVED	11/28/2018	DISMISSED
C2018-136	4/3/2018	RESPONDENT IS OFFERING HAIR SERVICES AT WV WESLEYAN COLLEGE WITHOUT HOLDING A SALON LICENSE OR PROFESSIONAL LICENSE TO PRACTICE	N/A	UNDER INVESTIGATION
C2018-137	5/3/2018	RESPONDENT IS OFFERING EYELASH EXTENSION SERVICES WITHOUT HOLDING A SALON LICENSE OR A PROFESSIONAL LICENSE TO PRACTICE	8/20/2018	DISMISSED



C2018-138	5/31/2018	RESPONDENT IS OFFERING EYELASH EXTENSION SERVICES WITHOUT HOLDING A SALON LICENSE OR A PROFESSIONAL LICENSE TO PRACTICE	N/A	UNDER INVESTIGATION
-----------	-----------	---	-----	---------------------

**WEST VIRGINIA STATE BOARD OF BARBERS AND COSMETOLOGISTS**

1201 Dunbar Avenue  
Dunbar, WV 25064  
Board Meeting Minutes  
July 26, 2017

**Members Present**

Sarah Hamrick, President  
Michael Belcher, Vice President  
Justina Gabbert  
Susan Poveromo  
Melissa Delaney

**Members Absent**

Sean Stevens  
Khuong Nguyen

The meeting was called to order by Sarah Hamrick, President of the West Virginia State Board of Barbers and Cosmetologists at 10:10 a.m. at the Board office, Dunbar, WV.

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

The next item on the agenda was **Board Minutes Approval**. The Chair entertained a motion to approve the meeting minutes for June 5<sup>th</sup>, 2017 as presented. On motion duly made by Susan Poveromo and seconded by Justina Gabbert; the motion carried unanimously.

The next item on the agenda was **Board to Hear 3<sup>rd</sup> + Offenses**. The Chair recognized Charles Persinger, Executive Director. Mr. Persinger presented the following 3<sup>rd</sup> + offense(s):

K-464: 4<sup>th</sup> offense; 2.4; operating a shop with an expired shop license. Practitioner did not appear to answer for 4<sup>th</sup> offense violation but did notify the Board office that they would be unable to attend. The Chair entertained a motion to send the practitioner a certified letter stating that they must renew their license and remit payment for any outstanding fines within 15 days. If practitioner fails to renew license and remit payment for outstanding fines, legal action will be taken against the practitioner. On motion duly made by Susan Poveromo and seconded by Michael Belcher; the motion carried unanimously.

K-478: 3<sup>rd</sup> offense; 2.4; operating a shop with an expired shop license. Practitioner did appear to answer for 3<sup>rd</sup> offense violation. The Chair entertained a motion to issue a citation for 2<sup>nd</sup> offense; 2.4; \$500.00 fine for operating a shop with an expired shop license. On motion duly made by Susan Poveromo and seconded by Melissa Delaney; the motion carried unanimously.

L-512: 3<sup>rd</sup> offense; 2.4; operating a shop with an expired shop license. Practitioner did appear to answer for 3<sup>rd</sup> offense violation. The Chair entertained a motion issue a warning for 3<sup>rd</sup> offense; 2.4; operating a shop with an expired shop license. On motion duly made by Michael Belcher and seconded by Melissa Delaney; the motion carried unanimously.

H-951: 4<sup>th</sup> offense; 2.4; operating a shop with an expired shop license. H-952: 4<sup>th</sup> 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-953: 4<sup>th</sup> offense; 2.43; failing in a shop or as a booth renter to disinfect tools and implements. Practitioner did appear to answer for 4<sup>th</sup> offense violations. Practitioner stated that their shop was now closed and voluntarily surrendered the shop license. The Chair entertained a motion to accept the Practitioner's license and to send an Inspector to confirm that the shop is closed. On motion duly made by Michael Belcher and seconded by Susan Poveromo; the motion carried unanimously.

The next item on the agenda was Fine Appeals. The Chair recognized Charles Persinger, Executive Director. Mr. Persinger presented the following fine appeal(s):

E-0121: 1<sup>st</sup> offense; 2.4; operating a shop with an expired shop license. L-521: 2<sup>nd</sup> offense; 2.4; operating a shop with an expired shop license. Practitioner attended meeting and requested that the Board dismiss outstanding fines. The Chair entertained a motion to UPHOLD the fines as presented. On motion duly made by Justina Gabbert and seconded by Susan Poveromo; the motion carried unanimously.

The next item on the agenda was Carver Beauty Academy. The Chair recognized Linda Johnson, the Cosmetology Director at Carver Beauty Academy. Ms. Johnson presented a proposed floor plan for Carver's barber program. Ms. Johnson informed the Board that construction to the room where the barber program is currently being taught will be finished by December 2017.

The next item on the agenda was P-Card Purchases. The Chair recognized Charles Persinger, Executive Director. Mr. Persinger presented the p-card purchases for March 2017 and April 2017. The total amount of p-card purchases for the month of March 2017 was \$4,599.77 and the total amount of p-card purchases for the month of April 2017 was \$3,885.16. The Chair entertained a motion to approve the p-card purchases as presented. On motion duly made by Susan Poveromo and seconded by Michael Belcher; the motion carried unanimously.

The next item on the agenda was Board Financials. The Chair recognized Charles Persinger, Executive Director. Mr. Persinger presented the financials. The Chair entertained a motion to approve the financials as presented. On motion duly made by Susan Poveromo and seconded by Michael Belcher; the motion carried unanimously.

The next item on the agenda was 2017 Legislative Rules Approved. The Board and staff discussed rules that were passed during the 2017 Legislative session.

The next item on the agenda was Overview of April 2017 Board Meeting. The Board and staff discussed agenda items from the last meeting on April 10<sup>th</sup>, 2017.

The next item on the agenda was Overview of NIC Meeting. The Board and staff discussed the National Interstate Council conference that will be held in Charleston, WV in August 2017.

Adjournment: The Chair entertained a motion to adjourn the meeting. On motion duly made by Michael Belcher and seconded by Susan Poveromo; the motion carried unanimously. The meeting was adjourned at 11:45 a.m.

Others Present

Charles Persinger, Executive Director  
Danielle Wattie, Deputy Director  
Paula Kurczak, Morgantown Beauty College  
Christina Mayle, Morgantown Beauty College  
Shay Stump, Morgantown Beauty College  
Nicole Craig, Morgantown Beauty College  
Issac Probsil, Morgantown Beauty College  
Chinh Luong, Love Nails  
Roxann Shipley, Glamour House  
Rose Jordan, Hairways  
Rachel Hypes, Morgantown Beauty College  
Linda Johnson, Carver Beauty Academy  
Virginia Carper, Spa Elements  
Jennifer Beal, Spa Elements  
Ann Thomas, Academy of Careers & Technology  
Davida Adams, Morgantown Beauty College  
Bethany Stemple, Morgantown Beauty College  
Summer Walls, Morgantown Beauty College  
Kara Grose, Morgantown Beauty College  
Emily Blankenship, Morgantown Beauty College  
Annamarie Mosufo, Morgantown Beauty College  
Anne Balcer, Morgantown Beauty College

Prepared by:

---

Danielle J. Wattie, Deputy Director/Secretary

---

Date

## WEST VIRGINIA STATE BOARD OF BARBERS AND COSMETOLOGISTS

1201 Dunbar Avenue  
Dunbar, WV 25064  
Phone: (304) 558-2924  
Meeting Minutes  
October 15, 2017

### **Members Present**

Sarah Hamrick, President  
Justina Gabbert  
Susan Poveromo  
Melissa Delaney

### **Members Absent**

Michael Belcher, Vice President  
Khuong Nguyen  
Sean Stevens

The meeting was called to order by Sarah Hamrick, President of the West Virginia State Board of Barbers and Cosmetologists at 10:05 a.m. at the Board office, Dunbar, WV.

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

The next item on the agenda was **Board Minutes Approval**.

The Chair entertained a motion to approve the meeting minutes for July 26<sup>th</sup>, 2017 as presented. On motion duly made by Justina Gabbert and seconded by Melissa Delaney; the motion carried unanimously.

The next item on the agenda was **Board to Hear 3<sup>rd</sup> + Offenses**.

The Chair recognized Charles Persinger, Executive Director. Mr. Persinger presented the following 3<sup>rd</sup> + offense(s):

**K-513: 4<sup>th</sup> offense; 2.47; failing to keep storage cabinets, work stations, vanities and the inside of microwave ovens or other such equipment clean.** Practitioner did not appear to answer for 4<sup>th</sup> offense violation. The practitioner's spouse contacted the Board office prior to the meeting and advised that the practitioner would not be appearing at the meeting on 10/15/2017. The Chair entertained a motion to seek an opinion from the Attorney General's Office and to send the practitioner a certified letter stating that if the practitioner continues to fail to appear, disciplinary action may be taken against the practitioner in accordance with Chapter 30, Article 27, West Virginia State Code. On motion duly made by Justina Gabbert and seconded by Melissa Delaney; the motion carried unanimously.

**K-606: 3<sup>rd</sup> 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.** Practitioner did appear to answer for 3<sup>rd</sup> offense violation. The Chair entertained a motion to approve the negotiation of a consent decree. Consent decree will require that the practitioner pay any outstanding fines and the practitioner will be issued the following citation(s): 1<sup>st</sup> and 2<sup>nd</sup> 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; amount; \$150.00. On motion duly made by Justina Gabbert and seconded by Melissa Delaney; the motion carried unanimously.

**H-961: 3<sup>rd</sup> offense; 2.2; working with an expired license.** Practitioner did not appear to answer for 3<sup>rd</sup> offense violation. The Chair entertained a motion to seek an opinion from the Attorney General's Office and to send the practitioner a certified letter stating that if the practitioner continues to fail to appear, disciplinary action may be taken against the practitioner in accordance with Chapter 30, Article 27, West Virginia State Code. On motion duly made by Justina Gabbert and seconded by Melissa Delaney; the motion carried unanimously.

**K-598: 4<sup>th</sup> offense; 2.4; operating a shop with an expired shop license. K-597: 4<sup>th</sup> offense; 2.68; Failing to discard files after each use.** Practitioner did appear to answer for 4<sup>th</sup> offense violations. The Chair entertained a motion to approve the negotiation of a consent decree. Consent decree will require that the practitioner pay outstanding fines in the amount of \$1,000.00. On motion duly made by Melissa Delaney and seconded by Justina Gabbert; the motion carried unanimously.

**K-586: 4<sup>th</sup> 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.** Practitioner did appear to answer for 4<sup>th</sup> offense violation. The Chair entertained a motion to require the practitioner and employees of the salon/shop to complete sanitation training which will be administered by a Board Inspector. On motion duly made by Justina Gabbert and seconded by Melissa Delaney; the motion carried unanimously.

**K-581: 3<sup>rd</sup> 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.** Practitioner did appear to answer for 3<sup>rd</sup> offense violation, but was not listed on the agenda. The Chair and Board advised the practitioner to properly dispose of disposable items and issued a warning to the practitioner.

The next item on the agenda was **Fine Appeals in Writing.**

The Chair recognized Charles Persinger, Executive Director. Mr. Persinger presented the following fine appeals that were submitted in writing:

**H-974: 1<sup>st</sup> offense; 2.4; operating a shop with an expired shop license.** The Chair entertained a motion to **UPHOLD** the fine as presented. On motion duly made by Justina Gabbert and seconded by Melissa Delaney; the motion carried unanimously.

**H-981: 1<sup>st</sup> offense; 2.2; working with an expired license.** The Chair entertained a motion to **DISMISS** the fine as presented. On motion duly made by Justina Gabbert and seconded by Melissa Delaney; the motion carried unanimously.

The next item on the agenda was **P-Card Purchases.**

The Chair recognized Charles Persinger, Executive Director. Mr. Persinger presented purchases paid by card for July 2017. The total amount of card purchases for the month of July 2017 was \$2,540.68 (attachment A). The Chair entertained a motion to approve the card purchases as presented. On motion duly made by Justina Gabbert and seconded by Melissa Delaney; the motion carried unanimously.

The next item on the agenda was **Board Financials.**

The Chair recognized Charles Persinger, Executive Director. Mr. Persinger presented the Board's revenue and expenses from February 2017 – September 2017 and expenditures from March 2017 – August 2017. Mr. Persinger also presented the cash balance as of October 15<sup>th</sup>, 2017. The Chair requested that in the future, Mr. Persinger provide a budget allocation with the amount of funding designated to the Board's expenditures. The Chair entertained a motion to approve the financials as presented. On motion duly made by Melissa Delaney and seconded by Justina Gabbert; the motion carried unanimously.

The next item on the agenda was **Continuing Education – Board's Online Sanitation and Law Course.**

Members and Board staff discussed the current development of the online continuing education course on sanitation procedures and law. The Chair recognized Danielle Wattie, Deputy Director. Ms. Wattie presented a course outline of the Board's sanitation and law course to Members. It was determined that Ms. Wattie will continue to periodically update the Board on the development and progress of the course.

The next item on the agenda was **Public Requests – Brittney Herron.**

The Chair recognized Charles Persinger, Executive Director. Mr. Persinger presented a request from Brittney Herron. Ms. Herron requested that the Board refund her in the amount of \$15.00 for a booth rental certificate. The Board recommended advising Ms. Herron that the \$15.00 fee that was remitted in payment for the booth rental certificate could be credited towards another booth rental certificate in the future.

The next item on the agenda was **Overview of July 2017 Board Meeting.**

The Chair recognized Charles Persinger. Mr. Persinger advised the Board that a hearing has been scheduled on 11/15/2017 regarding a licensee who is currently in violation of State Code and has refused to respond to any correspondence from the Board office.

The next item on the agenda was **Summary of the 2017 NABBA Conference.**

The Chair recognized Charles Persinger, executive Director. Mr. Persinger discussed attending the National Association of Barber Boards of America conference that was held in Mount Pleasant, SC in September 2017.

**Executive Session:** The Chair entertained a motion to adjourn regular session and reconvene into executive session to discuss staff raises and the Board's contract with D.L. Roope Administrations. On motion duly made by Justina Gabbert and seconded by Melissa Delaney; 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 Melissa Delaney; the motion carried unanimously.

The next item on the agenda was **State Discussion of Personnel Matters – Staff Raises.**

The Chair entertained a motion to authorize a salary increase for Jason Graves in the amount of \$3,000.00 and to also authorize a salary increase for Crystal Severson in the amount of \$2,000.00 effective immediately. On motion duly made by Justina Gabbert and seconded by Melissa Delaney; the motion carried unanimously.

The next item on the agenda was **DL ROOPE Contract.**

Members and staff discussed the Board's current contract with the third-party testing administrator, D.L. Roope Administrations. The current contract will expire on 12/31/2017 and Members reviewed the new contract.

**Adjournment:** The Chair entertained a motion to adjourn the meeting. On motion duly made by Justina Gabbert and seconded by Melissa Delaney; the motion carried unanimously. The meeting was adjourned at 1:02 p.m.

#### **Others Present**

Charles Persinger, Executive Director

Danielle Wattie, Deputy Director

Crystal Severson, Administrative Assistant II

Stacie Harper, Inspector

Ann Thomas, Academy of Careers and Technology

Quynh Nguyen, WV Nail Spa

Cathy Nguyen, Pretty Nail I

Prepared by:

---

Danielle J. Wattie, Deputy Director/Secretary

---

Date



## WEST VIRGINIA STATE BOARD OF BARBERS AND COSMETOLOGISTS

1201 Dunbar Avenue  
Dunbar, WV 25064  
Phone: (304) 558-2924  
Meeting Minutes  
October 29, 2017

### **Members Present**

Sarah Hamrick, President  
Michael Belcher, Vice President  
Susan Poveromo  
Khuong Nguyen  
Melissa Delaney

### **Members Absent**

Justina Gabbert  
Sean Stevens

The meeting was called to order by Sarah Hamrick, President of the West Virginia State Board of Barbers and Cosmetologists at 10:00 a.m. at the Board office, Dunbar, WV.

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 the Executive Director's resignation. On motion duly made by Susan Poveromo and seconded by Khuong 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 Susan Poveromo and seconded by Khuong Nguyen; the motion carried unanimously.

The next item on the agenda was **Personnel Matters**. The Chair entertained a motion to accept the Executive Director's resignation. On motion duly made by Susan Poveromo and seconded by Khuong Nguyen; the motion carried unanimously. The Board and staff discussed possible revisions to the Employee Handbook and requested that the Board office send a copy of the handbook to Mark Weiler, Assistant Attorney General, for review.

The next item on the agenda was **D.L. Roope Contract**. The Chair entertained a motion to postpone renewing the 2018 contract with the Board's third-party testing administrator until the next meeting on December 10, 2017. It was concluded that the Board office will send a copy of the contract to Mark Weiler, Assistant Attorney General, for review.

The next item on the agenda was **Public Request(s) - Chant'e Kroll**. Ms. Kroll completed a cosmetology apprenticeship program in the state of Maryland and requested that the Board consider permitting her to transfer her license by reciprocity to the state of West Virginia. The Chair entertained a motion to approve the request; provided, that Ms. Kroll meets all the other minimum qualifications for licensure. On motion duly made by Susan Poveromo and seconded by Michael Belcher; the motion carried unanimously.

The next item on the agenda was **2018 Meeting Schedule**. The Board and staff discussed future Board meetings for 2018. The Chair entertained a motion to continue conducting Board meetings at the Board office for the following date(s): January 7, 2018; February 4, 2018; March 25, 2018; April 15, 2018; June 10, 2018; August 5, 2018, and November 18, 2018. On motion duly made by Melissa Delaney and seconded by Susan Poveromo; the motion carried unanimously.

**Adjournment:** The Chair entertained a motion to adjourn the meeting. On motion duly made by Susan Poveromo and seconded by Michael Belcher; the motion carried unanimously. The meeting was adjourned at 11:44 a.m.

**Others Present**

Danielle Cordle, Deputy Director  
Jason Graves, Senior Inspector  
Crystal Severson, Administrative Assistant II  
Kristen Portillo, Secretary I  
Chassidy Kinser, Inspector  
Kenyon Warner, Inspector  
Stacie Harper, Inspector  
Mark Weiler, Assistant Attorney General

Prepared by:

---

Danielle J. Cordle, Deputy Director/Secretary

---

Date

**WEST VIRGINIA STATE BOARD OF BARBERS AND COSMETOLOGISTS**

**Board Meeting Minutes**

1201 Dunbar Avenue

Dunbar, WV 25064

December 10, 2017

10:00 a.m.

**Members Present**

Sarah Hamrick, President

Michael Belcher, Vice President

Justina Gabbert

Khuong Nguyen

**Members Absent**

Susan Poveromo

Melissa Delaney

Sean Stevens

The meeting was called to order by Sarah Hamrick, President of the West Virginia State Board of Barbers and Cosmetologists at 10:57 a.m. at the Board office, Dunbar, WV.

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

The next item on the agenda was **Meeting Minutes Approval – 10/15/17 & 10/29/17**. The Chair entertained a motion to approve the meeting minutes for October 15, 2017 and October 29, 2017 as presented. On motion duly made by Khuong Nguyen and seconded by Justina Gabbert; the motion carried unanimously.

The next item on the agenda was **P-Card Purchases – August 2017, September 2017 & October 2017**. The Chair recognized Danielle Cordle, Acting Executive Director. Ms. Cordle presented the p-card purchases for August 2017 – October 2017. The total amount of p-card purchases for August 2017 was \$2,359.43; the total amount of p-card purchases for September 2017 was \$2,345.69; and the total amount of p-card purchases for October 2017 was \$2,580.40. The Chair entertained a motion to approve the purchases made by p-card for August 2017 – October 2017 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 **Financials**. The Chair recognized Danielle Cordle, Acting Executive Director. Ms. Cordle presented the Board's revenue for October 2017 and budget for FY 2017 and FY 2018. The Chair entertained a motion to approve the financials as presented. On motion duly made by Michael Belcher and seconded by Justina Gabbert; the motion carried unanimously.

The next item on the agenda was **Expenditures – September 2017 & October 2017**. The Chair recognized Danielle Cordle, Acting Executive Director. Ms. Cordle presented the Board's expenditures for September and October 2017. The Chair entertained motion to approve the expenditures for

September 2017 and October 2017 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 **Confidentiality of Meeting Discussions**. The Chair recognized members and staff. The Chair advised that internal discussions that occur during executive session must remain confidential and cannot be discussed with others.

The next item on the agenda was **Review of an Applicants' Nail Technology School Documents**. The Chair recognized Danielle Cordle, Acting Executive Director. Ms. Cordle provided a copy of an applicants' nail technology school training documents to the Board for review. The Chair entertained a motion to accept the training documents because the documents appear to be authentic and are sufficient in proving that the applicant graduated from an accredited beauty school. On motion duly made by Michael Belcher and seconded by Justina Gabbert; the motion carried unanimously.

The next item on the agenda was **Microblading**. The Chair recognized Danielle Cordle, Acting Executive Director. Ms. Cordle explained that the practice of microblading is now being recognized by the Office of Environmental Health as a form of tattooing and if anyone wishes to perform microblading, he or she would have to apply for a permit from their local Health Department.

The next item on the agenda was **Inspector Warner's Salary**. The Chair recognized Danielle Cordle, Acting Executive Director. Ms. Cordle explained that beginning June 1, 2016, Inspector Warner's annual salary was inadvertently decreased by \$1,000 when payroll was integrated to wvOasis in error. Ms. Cordle presented a settlement agreement that would require the Board to reimburse Inspector Warner in the amount of \$1,538.46 because of the error and also correct Inspector Warner's salary in wvOasis. The Chair entertained a motion to approve the settlement agreement and to reimburse Inspector Warner additionally if needed after Inspector's Warner's salary has been corrected. On motion duly made by Justina Gabbert and seconded by Khuong Nguyen; the motion carried unanimously.

The next item on the agenda was **Hearing & Complaint Procedures**. The Chair recognized Danielle Cordle, Acting Executive Director. Ms. Cordle and the Board discussed new procedures regarding licensees, permittees, and certificate holders that are summoned before the Board for repeated violations and complaints.

The next item on the agenda was **Terms of Consent Decree – Tony McKinney**. The Chair recognized Danielle Cordle, Acting Executive Director. Ms. Cordle requested that the Board consider authorizing Mark Weiler from the Attorney General's Office to negotiate terms of a consent decree with Tony McKinney. The Chair entertained a motion to approve Ms. Cordle's request. On motion duly made by Justina Gabbert and seconded by Michael Belcher; the motion carried unanimously.

The next item on the agenda was **Update on Office Staff Responsibilities**. The Chair recognized Danielle Cordle, Acting Executive Director. Ms. Cordle provided the Board with an update regarding office staff responsibilities and future goals. Ms. Cordle requested that the Board give permission to proceed with hiring an Inspector through a staffing agency. Their entertained a motion to approve Ms. Cordle's

request. On motion duly made by Justina Gabbert and seconded by Michael Belcher; the motion carried unanimously.

The next item on the agenda was **Election of Officers**. Members that were present voted for positions of President, Vice President, and Secretary for the Board. The following individuals were elected, by acclamation, as the new President, Vice President, and Secretary to serve for the ensuring year and until their successors are elected and qualified:

Sarah Hamrick, President  
Michael Belcher, Vice President  
Jason Graves, Secretary

**Adjournment:** The Chair entertained a motion to adjourn the meeting. On motion duly made by Michael Belcher and seconded by Khuong Nguyen; the motion carried unanimously. The meeting was adjourned at 12:22 p.m.

**Others Present**

Danielle J. Cordle, Acting Executive Director  
Jason Graves, Senior Inspector/Acting Deputy Director  
Kenyon Warner, Inspector  
Staci Issf  
Trang Nguyen  
Ha Tran

Prepared By:

---

Danielle J. Cordle, Acting Executive Director

---

Date

WEST VIRGINIA STATE BOARD OF BARBERS AND COSMETOLOGISTS  
BOARD MEETING MINUTES  
January 7, 2018

Members Present

Sarah Hamrick, President  
Michael Belcher, Vice President  
Melissa Delaney  
Justina Gabbert  
Susan Poveromo

Members Absent

Sean Stevens  
Khuong Nguyen

Others Present:

Danielle J. Cordle, Acting Executive Director  
Jason P. Graves, Acting Deputy Director  
Stacie Harper, Inspector  
Chassidy Kinser, Inspector  
Erik Lucas  
Nina Hutson-Farley

The meeting was called to order by Sarah Hamrick, President of the West Virginia State Board of Barbers and Cosmetologists at 10:05 a.m. at the Board office, located at 1201 Dunbar Avenue, Dunbar WV.

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

The next item on the agenda was Meeting Minutes Approval — 12/10/2017. The Chair entertained a motion to approve the meeting minutes for December 10<sup>th</sup>, 2017 as presented. On motion duly made by Michael Belcher and seconded by Justina Gabbert; the motion carried unanimously.

The next item on the agenda was P-Card Purchases — November 2017. The Chair recognized Danielle

Cordle, Acting Executive Director. Ms. Cordle presented the p-card purchases for November 2017 (Attachment A). The total amount of p-card purchases for November was \$5,047.92. The Chair entertained a motion to approve the purchases as presented. On motion duly made by Susan Poveromo and seconded by Michael Belcher; the motion carried unanimously.

The next item on the agenda was Financials. The Chair recognized Danielle Cordle, Acting Executive Director. Ms. Cordle presented the Board's revenue and expenses for November 2017 — December 2017 and cash balance as of December 29<sup>th</sup>, 2017 (Attachment B). The Chair requested that beginning March 2018 Ms. Cordle provide a quarterly report of available annual leave for all employees as well as timesheets. The Chair entertained a motion to approve the financials as presented. On motion duly made by Justina Gabbert and seconded by Melissa Delaney; the motion carried unanimously.

The next item on the agenda Board Initiated Complaints. The Chair recognized Danielle Cordle, Acting Executive Director. Ms. Cordle presented the following board initiated complaints:

#2015-59 — A licensee was summoned before the Board on February 22<sup>nd</sup>, 2015 for a 3<sup>rd</sup> offense of operating a shop with an expired shop license. The Board voted to negotiate a consent agreement with the licensee and the agreement was hand delivered by Inspector Kinser on August 5<sup>th</sup>, 2015. The licensee did not return the agreement to the Board office and the shop license has not been renewed. Inspector Kinser returned to perform a routine inspection of the shop on 3 separate occasions in 2016 and 2017. The shop was closed but inspector Kinser did note that the shop still appears to be open.

The Chair entertained a motion to revoke the shop license as well as the individual license and to refer the complaint to the Attorney General's office. On motion duly made by Justina Gabbert and seconded by Michael Belcher; the motion carried unanimously.

#2018-43 — A licensee was summoned before the Board on April 17<sup>th</sup>, 2016 for a 4<sup>th</sup> offense of working with an expired license. The Board voted to negotiate a consent agreement with the licensee. It does not appear that the licensee completed the agreement. The licensee's Cosmetologist license has since been renewed and is valid until January 31<sup>st</sup>, 2018, all outstanding fines have been paid.

The Chair entertained a motion to dismiss the complaint as presented. On motion duly made by Justina Gabbert and seconded by Michael Belcher; the motion carried unanimously.

#2018-44 — A licensee was summoned before the Board on June 5<sup>th</sup>, 2017 for a 4<sup>th</sup> offense of operating a shop with an expired shop license. The Board voted to notify the licensee that he must renew the shop license and remit payment for outstanding fines within 15 days of being notified via certified mail. The licensee remitted \$150.00 towards outstanding fines on July 31<sup>st</sup>, 2017. As of today, the shop license has not been renewed and the licensee owes \$350.00 in outstanding fines.

The Chair entertained a motion to send a certified letter to the licensee notifying them that all outstanding fines must be paid, and license brought current within 30 days of receiving the letter or the board will seek law enforcement assistance to close the shop. On motion duly made by Justina Gabbert and seconded by Melissa Delaney; the motion carried unanimously.

#201845 — A licensee was summoned before the Board on July 26<sup>th</sup>, 2017 and October 15<sup>th</sup>, 2017 for a 4<sup>th</sup> offense of failing to keep storage cabinets, workstations, vanities, and the inside of microwave ovens or other such equipment clean. The licensee did not appear before the Board and the Board voted to seek an opinion from the Attorney General's office and to send the licensee a letter by certified mail advising the licensee that legal action will be taken if they continue to ignore correspondence from the Board. Inspector Warner returned to perform a routine inspection of the shop on November 29<sup>th</sup>, 2017 and advised the licensee to contact the Board office. The licensee told Inspector Warner that they would not be attending any meeting and they were not going to contact the office. As of today, all outstanding fines have been paid, the shop license is valid until June 30<sup>th</sup>, 2018, and the owners individual license is valid until December 31<sup>st</sup>, 2018.

The Chair entertained a motion to dismiss the complaint as presented and for Inspector Warner to perform a follow up inspection in the near future. On motion duly made by Susan Poveromo and seconded by Justina Gabbert; the motion carried unanimously.

The next item on the agenda Complaints. The Chair recognized Danielle Cordle, Acting Executive Director. Ms. Cordle presented the following complaints:

C2018-32 — We received a complaint alleging that someone is losing a toe nail due to a fungus that was transmitted because allegedly unsanitary tools or implements were used during a pedicure. The Board needs to determine based on the evidence if there is probable cause for disciplinary action or if the complaint needs to be investigated further.

The Chair entertained a motion to dismiss the complaint as presented. On motion duly made by Susan Poveromo and seconded by Melissa Delaney; the motion carried unanimously.

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

Joy Timbrook — Joy Timbrook is a registered sex offender requesting that the Board authorize her to attend cosmetology school to become a licensed nail technician. The Board determined that they have no jurisdiction in the matter.

Anh Vo — Anh Vo would like to apply for reciprocity from WA to WV but is unable to provide official cosmetology school transcripts and the state in which she attended cosmetology school could not provide the name of the school. The Board denied the request.

Brittany Harless — Ms. Harless is an examiner for the Board's third-party testing administrator, D.L. Roope Administrations. Ms. Harless completed NIC examiner training last year and has requested that the Board consider crediting that training toward continuing Education hours. On motion duly made and seconded the Board denied the request.

The next item on the agenda was AEQUO International. The Chair recognized Danielle Cordle, Acting Executive Director. Ms. Cordle explained that currently all online high school diplomas are being verified through AEQUO International which can take several months to verify, she asked the board if AEQUO International verification of online high school diplomas was necessary when the online high school in question is known to be a legitimate school. The Board determined that it is not necessary to refer known legitimate online high schools to AEQUO International.

The next item on the agenda was Review of Agenda for Hearing on January 22<sup>nd</sup>, 2018. The Chair recognized Danielle Cordle, Acting Executive Director. Ms. Cordle explained that the upcoming Judiciary meeting is a separate meeting for summonsed licensees to appear before the board in a private setting.

The next item on the agenda was Legislative Session. The Chair recognized Danielle Cordle, Acting Executive Director. Ms. Cordle explained that the starting date for legislative session is January 10<sup>th</sup>, 2018 and as of today there are no proposed bills related to the WVBBC. The Chair recognized Nina Hutson-Farley, a licensee who explained her concerns regarding current code language that fails



to clearly define services she provides. The board agreed that the services she provides are within her scope of practice.

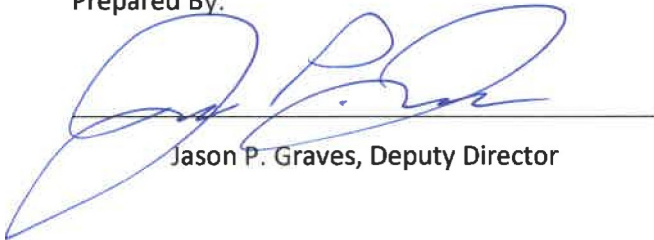
The Chair entertained a motion to adjourn regular session and reconvene into Executive Session to discuss staff job titles and pay raises. On motion duly made by Justina Gabbert and seconded by Michael Belcher; the motion carried unanimously.

The Chair entertained a motion to adjourn Executive Session and reconvene into Regular Session. On motion duly made by Susan Poveromo and seconded by Michael Belcher; the motion carried unanimously.

The next item on the agenda was Personnel Matters The Chair entertained a motion to appoint Danielle Cordle as Executive Director with a starting salary of \$50,000, Jason Graves as Deputy Director with a starting salary of \$45,000, to increase Crystal Severson's salary to \$26,000, to increase Kristen Portillo's salary to \$24,000, to hire Erik Lucas as an inspector with a starting salary of \$27,000, to increase Kenyon Warner's salary to \$29,000, to increase Chassidy Kinser's salary to \$30,000, and to increase Stacie Harper's salary to \$29,504. Performance review will be conducted in January 2019. On motion duly made by Michael Belcher and seconded by Justina Gabbert; the motion carried unanimously.

Adjournment: The Chair entertained a motion to adjourn the meeting, no motion was made. The meeting was adjourned at 12:46 p.m.

Prepared by:

A handwritten signature in blue ink, appearing to read 'Jason P. Graves', is written over a horizontal line. The signature is stylized and cursive.

Jason P. Graves, Deputy Director

WEST VIRGINIA STATE BOARD OF BARBERS AND COSMETOLOGISTS  
BOARD MEETING MINUTES  
February 4, 2018

Members Present

Sarah Hamrick, President  
Michael Belcher, Vice President  
Justina Gabbert  
Susan Poveromo  
Khuong Nguyen  
Members Absent  
Sean Stevens  
Melissa Delaney

Others Present:

Danielle J. Cordle, Executive Director  
Jason P. Graves, Deputy Director  
Stacie Harper, Inspector  
Chassidy Kinser, Inspector  
Erik Lucas, Inspector

The meeting was called to order by Sarah Hamrick, President of the West Virginia State Board of Barbers and Cosmetologists at 10:00 a.m. at the Board office, located at 1201 Dunbar Avenue, Dunbar WV.

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

The next item on the agenda was Meeting Minutes Approval — 1/7/2018. The Chair entertained a motion to approve the meeting minutes for January 7, 2018 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 P-Card Purchases — December 2017. The Chair recognized Danielle Cordle, Executive Director. Ms. Cordle presented the p-card purchases for December 2017 (Attachment A). The total amount of p-card purchases for December was \$3,365.55. The Chair entertained a motion to approve the purchases as presented. On motion duly made by Michael Belcher and seconded by Khuong Nguyen; the motion carried unanimously.

The next item on the agenda was Financials. The Chair recognized Danielle Cordle, Acting Executive Director. Ms. Cordle presented the Board's revenue and expenses for January 2018 and cash balance as of February 1, 2018 (Attachment B).

The next item on the agenda Board Initiated Complaints. The Chair recognized Danielle Cordle, Executive Director. Ms. Cordle presented the following board-initiated complaints:

Tony McKinney —The Chair recognized Mark Weiler, Assistant Attorney General. Mr. Weiler presented a final order revoking McKinney's individual license (No. 027186), McKinney's Tony's Beauty Salon shop license (No. 011840), ordering McKinney pay accumulated fines in the amount of \$1,300, and ordering McKinney reimburse the Board the sum of \$2,471 for cost incurred by the Board. The Chair entertained a motion to adopt the final order as presented. On motion duly made by Justina Gabbert and seconded by Susan Poveromo; the motion carried unanimously.

The next item on the agenda was National-interstate Council of State Boards of Cosmetology Region Meeting, Charlotte, NC — April 19<sup>th</sup> — 22<sup>nd</sup>. The Chair initiated discussion regarding who should attend the regional meeting, it was determined that Danielle Cordle, Executive Director and Susan Poveromo, Board member will attend.

The next item on the agenda was National Certified Investigator & Inspector Training — Basic Program.

The Chair recognized Danielle Cordle, Executive Director. Ms. Cordle requested authorization to send Jason Graves — Deputy Director, Stacie Harper— Inspector, Chassidy Kinser — Inspector, Kenyon Warner — Inspector, and Erik Lucas — Inspector to the upcoming training in Raleigh, NC. On motion duly made by Justina Gabbert and seconded by Khuong Nguyen; the motion carried unanimously.

The next item on the agenda was Requests.

Roxana Havaei — Ms. Havaei was not in attendance.

The next item on the agenda was Complaints. The Chair recognized Danielle Cordle, Executive Director. Ms. Cordle presented the following complaints:

C2017-01 — The Chair entertained a motion to dismiss the complaint as presented. On motion duly made by Justina Gabbert and seconded by Khuong Nguyen; the motion carried unanimously.

C2017-02 — The Chair entertained a motion to dismiss the complaint as presented. On motion duly made by Justina Gabbert and seconded by Khuong Nguyen; the motion carried unanimously.

C2017-03 — The Chair entertained a motion to dismiss the complaint as presented. On motion duly made by Justina Gabbert and seconded by Khuong Nguyen; the motion carried unanimously.

C2017-05 — The Chair entertained a motion to dismiss the complaint as presented. On motion duly made by Justina Gabbert and seconded by Khuong Nguyen; the motion carried unanimously.

C2017-12 — The Chair entertained a motion to dismiss the complaint as presented. On motion duly made by Justina Gabbert and seconded by Khuong Nguyen; the motion carried unanimously.

C2018-04 — The Chair entertained a motion to instruct Inspector Warner to perform a follow up inspection. On motion duly made by Justina Gabbert and seconded by Khuong Nguyen; the motion carried unanimously.

C2018-06 — The Chair entertained a motion to dismiss the complaint as presented. On motion duly made by Justina Gabbert and seconded by Khuong Nguyen; the motion carried unanimously.

C2018-12 — The Chair entertained a motion to dismiss the complaint as presented. On motion duly made by Justina Gabbert and seconded by Khuong Nguyen; the motion carried unanimously.

C2018-31 — The Chair entertained a motion to dismiss the complaint as presented. On motion duly made by Justina Gabbert and seconded by Khuong Nguyen; the motion carried unanimously.

C2018-36 — The Chair entertained a motion to dismiss the complaint as presented. On motion duly made by Justina Gabbert and seconded by Khuong Nguyen; the motion carried unanimously.

C2018-37 — The Chair entertained a motion to dismiss the complaint as presented. On motion duly made by Justina Gabbert and seconded by Khuong Nguyen; the motion carried unanimously.

C2018-41 — The Chair entertained a motion to dismiss the complaint as presented and to instruct Inspector Lucas to perform a follow up inspection. On motion duly made by Justina Gabbert and seconded by Khuong Nguyen; the motion carried unanimously.

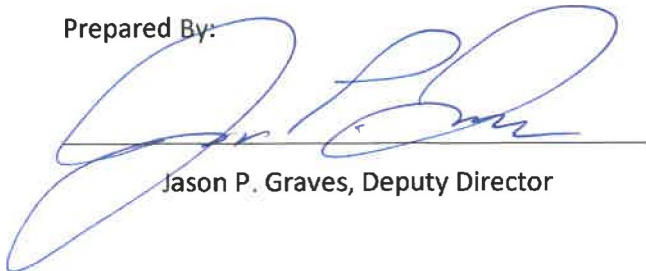
C2018-42 — The Chair entertained a motion to require payment of fine for violation K-645 be made within 30 days and to instruct Inspector Warner to perform a follow up inspection. On motion duly made by Justina Gabbert and seconded by Khuong Nguyen; the motion carried unanimously.

C2018-46 — The Chair entertained a motion to dismiss the complaint 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 Contract with D.L. Roope Administrations. The Chair instructed Danielle Cordle, Executive Director to request information from other testing companies and to complete a feasibility study on the Board conducting its own testing.

Adjournment: The Chair entertained a motion to adjourn the meeting. On motion duly made by Justina Gabbert and seconded by Khuong Nguyen; the motion carried unanimously. The meeting was adjourned at 1:22 p.m.

Prepared By:



Jason P. Graves, Deputy Director

3-13-2018

WEST VIRGINIA STATE BOARD OF BARBERS AND COSMETOLOGISTS

Board Meeting Minutes

1201 Dunbar Avenue

Dunbar, WV 25064

April 15, 2018

10:00 a.m.

Members Present

Sarah Hamrick, President

Michael Belcher, Vice President

Susan Poveromo

Khuong Nguyen

Melissa Delaney

Others Present:

Danielle J. Cordle, Executive Director

Jason P. Graves, Deputy Director

Crystal Severson, Administrative Assistant I I

Members Absent

Sean Stevens

Justina Gabbert

The meeting was called to order by Sarah Hamrick, President of the West Virginia State Board of Barbers and Cosmetologists at 10:03 a.m. at the Board office, located at 1201 Dunbar Avenue, Dunbar WV.

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

The next item on the agenda was Meeting Minutes Approval 2/4/2018. The Chair entertained a motion to approve the meeting minutes for February 4, 2018 as presented. On motion duly made by Susan Poveromo and seconded by Michael Belcher; the motion carried unanimously.

The next item on the agenda was P-Card Purchases — January 2018. The Chair recognized Danielle Cordle. Ms. Cordle presented the p-card purchases for January 2018 (Attachment A). The total amount of p-card purchases for January was \$5,189.02. The Chair entertained a motion to approve the purchases as presented. On motion duly made by Susan Poveromo and seconded by Khuong Nguyen; the motion carried unanimously.

The next item on the agenda was Financials — February 2018. The Chair recognized Danielle Cordle. Ms. Cordle presented the Board's revenue and expenses for February 2018 and cash balance as of March 9, 2018 (Attachment B). The Chair entertained a motion to approve the financials as presented. On motion duly made by Susan Poveromo and seconded by Melissa Delaney; the motion carried unanimously.

The next item on the agenda was West Virginia State Law Exam. The Chair recognized Danielle Cordle. Ms. Cordle presented a new West Virginia State Law Exam. The Chair entertained a motion to approve the new West Virginia State Law Exam. On motion duly made by Michael Belcher and seconded by Susan Poveromo; the motion carried unanimously.

The next item on the agenda was Micro-needling & Electrolysis. The Chair recognized Danielle Cordle. Ms. Cordle initiated discussion about Micro-needling & Electrolysis. Susan Poveromo stated that the board purchase the Advanced Aesthetics text book before a decision be made. The Chair entertained a motion to table Micro-needling & Electrolysis until more research is done. On motion duly made by Susan Poveromo and seconded by Michael Belcher; the motion carried unanimously.

The next item on the agenda was Amtrust North America. The Chair recognized Danielle Cordle. Ms. Cordle presented a letter from Amtrust North America, the provider of the Board's Workers Compensation policy explaining the additional charges were in response to the increase in employee salaries. The Board requested that Ms. Cordle to obtain bids from other Workers Compensation providers.

The Chair entertained a motion to adjourn regular session and convene into Executive Session to discuss Personnel Matters. On motion duly made by Michael Belcher and seconded by Khuong Nguyen; the motion carried unanimously.

The Chair entertained a motion to adjourn Executive Session and reconvene into Regular Session. On motion duly made by Michael Belcher and seconded by Melissa Delaney; the motion carried unanimously.

The Chair entertained a motion to grant the 5% pay raise to all board employees. On motion duly made by Susan Poveromo and seconded by Michael Belcher; the motion carried unanimously.

The next item on the agenda was Board Examinations. The Chair instructed Ms. Cordle to put out an RFP Request for Proposals to secure bids from other vendors.

The next item on the agenda was Booth/Chair Rental Registration Laws & Rules. The Chair recognized Danielle Cordle. Ms. Cordle informed the board that per chapter 30 article 27 section 19 booth/chair renters must register with the state Tax Division and present the registration to the board in order to receive a booth/chair rental certificate.

The next item on the agenda Board Initiated Complaint(s). The Chair recognized Danielle Cordle. Ms. Cordle presented the following board-initiated complaint:

C2017-63 — The chair entertained a motion to fine Mr. McKinney \$1,000.00 and place him on a Consent Agreement. On motion duly made by Susan Poveromo and seconded by Michael Belcher; the motion carried unanimously.

The next item on the agenda was Barber Apprenticeship Program. The Chair recognized Danielle Cordle. Ms. Cordle explained that she is in the process of conducting an audit of Barber Apprentices and dispatching Inspectors to investigate when necessary.

The next item on the agenda was Complaint(s). The Chair recognized Danielle Cordle. Ms. Cordle presented the following complaints:

C2017-04 — The Chair entertained a motion to dismiss the complaint as presented. On motion duly made by Melissa Delaney and seconded by Khuong Nguyen; the motion carried unanimously.

C2018-47 — The Chair entertained a motion to dismiss the complaint as presented. On motion duly made by Melissa Delaney and seconded by Khuong Nguyen; the motion carried unanimously.

C2018-48 — The Chair entertained a motion to dismiss the complaint as presented. On motion duly made by Melissa Delaney and seconded by Khuong Nguyen; the motion carried unanimously.

C2018-51 — The Chair entertained a motion to dismiss the complaint as presented. On motion duly made by Melissa Delaney and seconded by Khuong Nguyen; the motion carried unanimously.

C2018-53 — The Chair entertained a motion to dismiss the complaint as presented. On motion duly made by Melissa Delaney and seconded by Khuong Nguyen; the motion carried unanimously.

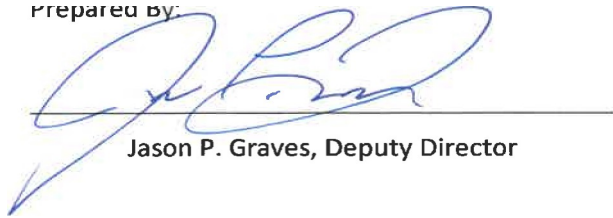
C2018-56 — The Chair entertained a motion to dismiss the complaint as presented. On motion duly made by Melissa Delaney and seconded by Khuong Nguyen; the motion carried unanimously.

C2018-58 — The Chair entertained a motion to dismiss the complaint as presented. On motion duly made by Melissa Delaney and seconded by Khuong Nguyen; the motion carried unanimously.

The next item on the agenda was Future Meeting Dates. The Chair recognized Danielle Cordle. Ms. Cordle confirmed future meeting dates.

The last item on the agenda was Adjournment: The Chair entertained a motion to adjourn the meeting. On motion duly made by Michael Belcher and seconded by Susan Poveromo; the motion carried unanimously. The meeting was adjourned at 12:19 p.m.

Prepared by:



Jason P. Graves, Deputy Director

6-8-18

WEST VIRGINIA STATE BOARD OF BARBERS AND COSMETOLOGISTS

Board Meeting Minutes

1201 Dunbar Avenue

Dunbar, WV 25064

June 10, 2018

10:00 a.m.

Members Present

Sarah Hamrick, President  
Michael Belcher, Vice President  
Susan Poveromo  
Khuong Nguyen  
Melissa Delaney

Members Absent

Sean Stevens  
Justina Gabbert

Others Present:

Danielle J. Cordle, Executive Director  
Jason P. Graves, Deputy Director  
Crystal Severson, Administrative Assistant II  
Stacie Harper, Inspector  
Chassidy Kinser, Inspector  
Kenyon Warner, Inspector  
Erik Lucas, Inspector  
Linda Johnson, Carver Beauty Academy  
Susan Policano, Clarksburg Beauty Academy

The meeting was called to order by Sarah Hamrick, President of the West Virginia State Board of Barbers and Cosmetologists at 10:00 a.m. at the Board office, located at 1201 Dunbar Avenue, Dunbar WV.

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

The next item on the agenda was Meeting Minutes Approval — 4/15/2018. The Chair entertained a motion to approve the meeting minutes for April 15, 2018 as presented. On motion duly made by Michael Belcher and seconded by Khuong Nguyen; the motion carried unanimously.

The next item on the agenda was P-Card Purchases — February 2018 & March 2018. The Chair recognized Danielle Cordle, Executive Director. Ms. Cordle presented the p-card purchases for February 2018 (Attachment A) and March 2018 (Attachment B). The total amount of p-card purchases for February 2018 was \$9,128.49. The total amount of p-card purchases for March 2018 was \$5,575.05. The Chair entertained a motion to approve the purchases as presented. On motion duly made by Michael Belcher and seconded by Melissa Delaney; the motion carried unanimously.

The next item on the agenda was Financials — March 2018 & April 2018. The Chair recognized Danielle Cordle. Ms. Cordle presented the Board's revenue and expenses for March 2018 and April 2018 and cash balance as of May 28, 2018 (Attachment C). The Chair entertained a motion to approve the financials as presented. On motion duly made by Khuong Nguyen and seconded by Michael Belcher; the motion carried unanimously.



The next item on the agenda was National-Interstate Council of State Boards of Cosmetology (NIC). The

Chair recognized Danielle Cordle. Ms. Cordle gave a summary of the regional NIC conference she attended and discussed the possibility of offering a free continuing education course in 2019 that could be recorded and made available online as well.

The next item on the agenda was License Renewals. The Chair recognized Danielle Cordle. Ms. Cordle initiated discussion of offering a 2-year license. Following discussion, the Board found that offering a 2-year license would be impractical at this time due to accounting requirements.

The next item on the agenda was Language Used on Shop Licenses. The Chair recognized Danielle Cordle. Ms. Cordle initiated discussion of the language currently used on shop licenses. Following discussion, the Board agreed that all shop licenses should be labeled "Salon/Shop" licenses.

The next item on the agenda was CLEAR Training. The Chair recognized Danielle Cordle. Ms. Cordle gave a summary of the basic CLEAR training she recently attended, and the specialized CLEAR training Deputy Director, Jason Graves and Inspector, Erik Lucas attended. Mr. Graves explained the need for the Board to purchase mobile phones for himself as well as Ms. Cordle and to upgrade the existing phones of Inspector Lucas, Inspector Warner, and Inspector Kinser. The Chair entertained a motion to approve the purchase of 5 new mobile phones. On motion duly made by Michael Belcher and seconded by Khuong Nguyen; the motion carried unanimously.

The next item on the agenda was Request(s) to Speak to the Board. The Chair recognized Susan Policano, owner of Clarksburg Beauty Academy. Ms. Policano asked for clarification regarding the certificate of health form. Ms. Cordle explained that a negative TB test result is no longer accepted and that all new student registration applications must include the completed certificate of health form; current student permit holders will need to submit a completed certificate of health along with their application for registration once they have graduated.

The Chair recognized Linda Johnson, Instructor at Carver Beauty Academy. Ms. Johnson asked if there were any time constraints regarding the length of time a student has to take the Board examination after graduation. Ms. Cordle explained that after a student successfully completes the program there are no restrictions as to when they must take the Board examination.

The Chair recognized Jason Graves, Deputy Director. Mr. Graves asked a question that a school administrator asked him to pose to the Board. "Can a shampoo assistant work or observe in their instructor's privately-owned shop to earn the 50 hours towards their program?" Following discussion, the Chair entertained a motion to change the language in the policy regarding shampoo assistants to say, "the student must work for 50 hours in a licensed salon" and to prohibit students from earning hours at their licensed instructors privately-owned shop. On motion duly made by Khuong Nguyen and seconded by Melissa Delaney; the motion carried unanimously.

The Chair entertained a motion to adjourn regular session and convene into Executive Session to discuss Personnel Matters. On motion duly made by Khuong Nguyen and seconded by Melissa Delaney; the motion carried unanimously.

The Chair entertained a motion to adjourn Executive Session and reconvene into Regular Session. On motion duly made by Melissa Delaney and seconded by Michael Belcher; the motion carried unanimously.

The next item on the agenda was Barber Apprenticeship Program. The Chair recognized Danielle Cordle. Ms. Cordle provided an update on our efforts to enforce all applicable rules regarding Barber Apprentices.

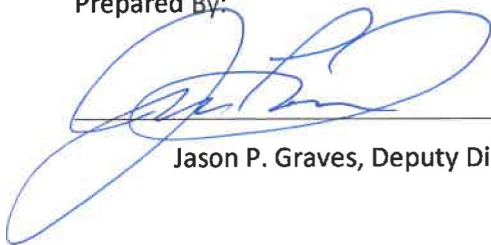
The next item on the agenda was Personnel Matters. The Chair recognized Danielle Cordle. Ms. Cordle asked the Board for approval to hire a new Secretary I to fill the current vacancy. The Chair entertained a motion to approve the hiring of a new Secretary I with a starting salary of \$22,500 and to allow Ms. Cordle to increase the salary up to a maximum of \$24,000 upon the successful completion of a 90-day probationary period. On motion duly made by Michael Belcher and seconded by Khuong Nguyen; the motion carried unanimously.

The next item on the agenda was School Inspections. The Chair recognized Danielle Cordle. Ms. Cordle explained that she preferred to have Mr. Graves in the office rather than out performing school inspections. Mr. Graves and Inspector Lucas have created a new form on the inspector's current app that will allow them to perform school inspections in their assigned territories and electronically submit the information to Mr. Graves who will perform an audit of student hours and complete the required report.

Mr. Graves presented a request from Southern WV Community and Technical College seeking a waiver to allow their 12 remaining second year students that are enrolled in AH 226, a course taught by an unlicensed instructor, to complete the program. The Chair entertained a motion to deny Southern's request. On motion duly made by Susan Poveromo and seconded by Michael Belcher; the motion carried unanimously.

The last item on the agenda was Adjournment: The Chair entertained a motion to adjourn the meeting. On motion duly made by Michael Belcher and seconded by Khuong Nguyen; the motion carried unanimously. The meeting was adjourned at 12:28 p.m.

Prepared By:



---

Jason P. Graves, Deputy Director

7-26-18

WEST VIRGINIA STATE BOARD OF BARBERS AND COSMETOLOGISTS  
BOARD MEETING MINUTES  
June 11, 2018

Members Present

Sarah Hamrick, President  
Michael Belcher, Vice President  
Susan Poveromo  
Khuong Nguyen  
Melissa Delaney

Others Present:

Danielle J. Cordle, Executive Director  
Jason P. Graves, Deputy Director  
Stacie Harper, Inspector  
Chassidy Kinser, Inspector  
Kenyon Warner, Inspector  
Erik Lucas, Inspector

Members Absent

Sean Stevens  
Justina Gabbert

The meeting was called to order by Sarah Hamrick, President of the West Virginia State Board of Barbers and Cosmetologists at 10:00 a.m. at the Holiday Inn & Suites, 400 Second Avenue, South Charleston, WV.

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

The next item on the agenda Board Initiated Complaints. The Chair recognized Danielle Cordle, Executive Director. Ms. Cordle presented the following board-initiated complaints:

Case No. 2018-85-Huong Nguyen (Present) — The Chair entertained a motion to issue a \$1,000.00 fine and require a Consent Decree. On motion duly made by Michael Belcher and seconded by Susan Poveromo; the motion carried unanimously.

Case No. 2018-38-Johnathon Fitzwater (Absent) — The Chair entertained a motion to refer the case to the Attorney General for further action. On motion duly made by Susan Poveromo and seconded by Khuong Nguyen; the motion carried unanimously.

Case No. 2018-39-Vincent Lee (Present) — The Chair entertained a motion to dismiss the complaint as presented. On motion duly made by Susan Poveromo and seconded by Michael Belcher; the motion carried unanimously.

Case No. 2018-40-Tuan Dinh (Present) — The Chair entertained a motion to issue a \$1,000.00 fine and require a Consent Decree. On motion duly made by Susan Poveromo and seconded by Melissa Delaney; the motion carried unanimously.

Case No. 2018-81-Yen Ngo (Absent) — The Chair entertained a motion to refer the case to the Attorney General for further action. On motion duly made by Susan Poveromo and seconded by Michael Belcher; the motion carried unanimously.

Case No. 2018-86-Drema White (Present) — The Chair entertained a motion to dismiss the complaint as presented. On motion duly made by Susan Poveromo and seconded by Michael Belcher; the motion carried unanimously.

Case No. 2018-87-James Schartiger (Present) — The Chair entertained a motion to dismiss the complaint as presented. On motion duly made by Susan Poveromo and seconded by Michael Belcher; the motion carried unanimously.

Case No. 2018-82-Thien Nguyen (Present) — The Chair entertained a motion to dismiss the complaint as presented. On motion duly made by Susan Poveromo and seconded by Michael Belcher; the motion carried unanimously.

Case No. 2018-83-Masercuts #4926 (Present) — The Chair entertained a motion to dismiss the complaint as presented. On motion duly made by Susan Poveromo and seconded by Michael Belcher; the motion carried unanimously.

Case No. 2018-84-Trung Tran (Absent) — The Chair entertained a motion to issue a \$1,000.00 fine and require a Consent Decree, failure to return signed consent decree will result in referral of the case to the Attorney General for further action. On motion duly made by Michael Belcher and seconded by Melissa Delaney; the motion carried unanimously.

Case No. 2018-88-Dang Pham (Present) — The Chair entertained a motion to issue a \$1,000.00 fine and require a Consent Decree. On motion duly made by Michael Belcher and seconded by Melissa Delaney; the motion carried unanimously.

Case No. 2018-89-Amanda Thi Nguyen (Present) — The Chair entertained a motion to issue a \$1,000.00 fine and require a Consent Decree. On motion duly made by Melissa Delaney and seconded by Michael Belcher; the motion carried unanimously.

Case No. 2018-90-Nikki Nga Van (Absent) — The Chair entertained a motion to issue a \$1,000.00 fine and require a Consent Decree. On motion duly made by Melissa Delaney and seconded by Khuong Nguyen ; the motion carried unanimously.

Case No. 2018-91-Kristina Dinh-Huynh (Absent) — The Chair entertained a motion to issue a \$1,000.00 fine and require a Consent Decree. On motion duly made by Susan Poveromo and seconded by Khuong Nguyen; the motion carried unanimously.

2

Case No. 2018-92-Tony Pham (Absent) — The Chair entertained a motion to issue a \$1,000.00 fine and require a Consent Decree. On motion duly made by Khuong Nguyen and seconded by Michael Belcher; the motion carried unanimously.

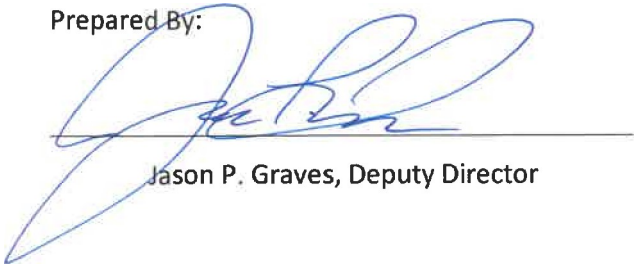
Case No. 2018-93-Lewisburg Nails, LLC (Absent) — The Chair entertained a motion to issue a \$1,000.00 fine and require a Consent Decree. On motion duly made by Susan Poveromo and seconded by Khuong Nguyen; the motion carried unanimously.

Case No. 2018-94-Carolyn Mead (Absent) — The Chair entertained a motion to refer the case to the Attorney General for further action. On motion duly made by Susan Poveromo and seconded by Khuong Nguyen; the motion carried unanimously.

Case No. 2018-97-Tuan Minh Vo (Present) — The Chair entertained a motion to issue a \$1,000.00 fine and require a Consent Decree. On motion duly made by Susan Poveromo and seconded by Khuong Nguyen; the motion carried unanimously.

The last item on the agenda was Adjournment: The Chair entertained a motion to adjourn the meeting. On motion duly made by Susan Poveromo and seconded by Khuong Nguyen; the motion carried unanimously. The meeting was adjourned at 11:24 a.m.

Prepared By:



\_\_\_\_\_

Jason P. Graves, Deputy Director

7-26-18