

**WEST VIRGINIA BOARD OF BARBERS AND COSMETOLOGISTS**  
**Board Meeting Minutes**

Holiday Inn & Suites – Montgomery Board Room  
400 Second Avenue, South Charleston, WV 25303  
December 7, 2020  
10:00 a.m.

**Members Present**

Donnie Snyder, President  
Samantha Grady, Vice President  
Catelyne Nguyen  
Catherine Donahoe  
Chelsea McBee  
Melissa Kelley

The meeting was called to order by Donnie Snyder, President of the West Virginia Board of Barbers and Cosmetologists at 10:11 a.m. at the Montgomery Board Room of the Holiday Inn & Suites located at 400 Second Avenue, South Charleston, West Virginia.

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

The next item on the agenda was **Board to Consider Assessment of a Fine and/or Disciplinary Action**. The Chair recognized Danielle Cordle, Executive Director. Ms. Cordle presented the following Complaints:

**Complaint No. 2020-06:** The Respondent did not attend the meeting. The Chair entertained a motion to dismiss the Complaint. On motion duly made by Melissa Kelley and seconded by Samantha Grady; the motion carried unanimously.

**Complaint No. 2020-34; 2020-61; 2020-66; 2020-67:** The Respondent did not attend the meeting. The Chair entertained a motion to close the Complaints. Respondent will not be authorized to obtain a license or other authorization from the Board until the Respondent and the Board have negotiated an informal settlement. On motion duly made by Melissa Kelley and seconded by Samantha Grady; the motion carried unanimously.

**Complaint No. 2021-17:** Respondent did attend the meeting. The Chair entertained a motion to dismiss the Complaint. On motion duly made by Samantha Grady and seconded by Melissa Kelley; the motion carried unanimously.

**Complaint No. 2021-21:** Respondent did attend the meeting. The Chair entertained a motion to dismiss the Complaint. On motion duly made by Melissa Kelley and seconded by Catelyne Nguyen; the motion carried unanimously.

**Complaint No. 2021-30:** Respondent did not attend the meeting. The Chair entertained a motion to table action until the next meeting. On motion duly made by Melissa Kelley and seconded by Catelyne Nguyen; the motion carried unanimously.

The next item on the agenda was **Personnel Matters: Discussion of Restructuring Board Staff Duties**. The Chair entertained a motion to establish a business operations committee with Donnie Snyder and Samantha Grady as members. On motion duly made by Catelyne Nguyen and seconded by Melissa Kelley; the motion carried unanimously.

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

C2020-112: Dismiss the Complaint;

C2020-123: Dismiss the Complaint;

C2020-124: Dismiss the Complaint;

C2020-125: Close the Complaint;

C2020-126: Dismiss the Complaint;

C2020-127: Dismiss the Complaint;

C2020-128: Dismiss the Complaint;

C2020-129: Dismiss the Complaint;

C2020-130: Dismiss the Complaint;

C2020-131: Dismiss the Complaint;

C2020-132: Dismiss the Complaint;

C2020-133: Dismiss the Complaint;

C2020-134: Dismiss the Complaint;

C2020-137: Dismiss the Complaint;

C2020-138: Dismiss the Complaint;

C2020-142: Dismiss the Complaint;

C2020-143: Dismiss the Complaint;

C2020-143: Dismiss the Complaint;

C2020-144: Dismiss the Complaint;

C2020-145: Dismiss the Complaint;

C2020-146: Dismiss the Complaint;

C2020-147: Dismiss the Complaint;

C2020-149: Investigate the Complaint further;

C2020-150: Investigate the Complaint further;

C2020-151: Dismiss the Complaint;

C2020-152: Investigate the Complaint further;

C2020-153: Dismiss the Complaint;

C2020-154: Dismiss the Complaint;

C2020-155: Dismiss the Complaint;

C2020-156: Dismiss the Complaint;

C2020-157: Dismiss the Complaint;

C2020-158: Dismiss the Complaint;

C2020-159: Dismiss the Complaint;

C2020-162: Dismiss the Complaint;

C2020-165: Dismiss the Complaint;

C2020-166: Dismiss the Complaint;

C2020-167: Dismiss the Complaint;

C2020-173: Dismiss the Complaint;

C2020-174: Close the Complaint;

C2020-176: Investigate the Complaint further;

C2020-178: Dismiss the Complaint;

C2020-180: Dismiss the Complaint;

C2020-181: Dismiss the Complaint;

C2020-118: Dismiss the Complaint; and

C2020-187: Dismiss the Complaint.

On motion duly made by Samantha Grady and seconded by Melissa Kelley; the motion carried unanimously.

The next item on the agenda was **In-Person Requests for Dismissal of Violations**.

**Violation No. K-1459:** The Chair entertained a motion to uphold the violation. On motion duly made by Samantha Grady and seconded by Melissa Kelley; the motion carried unanimously.

The next item on the agenda was **Written Requests for Dismissal of Violations**.

**Violation No. L-1260 & L-1261:** The Chair entertained a motion to uphold the violations. On motion duly made by Samantha Grady and seconded by Melissa Kelley; the motion carried unanimously.

**Violation No. K-1443 & K-1495:** The Chair entertained a motion to dismiss the violations. On motion duly made by Samantha Grady and seconded by Catelyne Nguyen; the motion carried unanimously.

The next item on the agenda was **Requests from the Public.**

**Candice Pegram, Noni Beauty Supply:** The Chair entertained a motion to seek an opinion from legal counsel. On motion duly made by Melissa Kelley and seconded by Samantha Grady; the motion carried unanimously.

The next item on the agenda was **Board Financials.** The Chair entertained a motion to approve the Board's financials that were provided by the Board's Executive Director. On motion duly made by Samantha Grady and seconded by Catelyne Nguyen; the motion carried unanimously.

The next item on the agenda was **P-Card Purchases: August 2020 – October 2020.** The Chair entertained a motion to approve the Board's p-card purchases for August 2020 through October 2020. On motion duly made by Samantha Grady and seconded by Catelyne Nguyen; the motion carried unanimously.

The next item on the agenda was **Meeting Minutes: July 2, 2020 and October 19, 2020.** The Chair entertained a motion to approve the meeting minutes for July 2, 2020 and October 19, 2020. On motion duly made by Samantha Grady and seconded by Catelyne Nguyen; the motion carried unanimously.

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

**Others Present**

Danielle J. Cordle, Executive Director  
Mark S. Weiler, Assistant Attorney General  
Long Nguyen  
Hong Tran

Prepared By:



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Danielle J. Cordle, Executive Director

8/26/2021

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Date