

# BOARD FOR PROFESSIONAL AND OCCUPATIONAL REGULATION

## MINUTES

The Board for Professional and Occupational Regulation met on Monday, November 14, 2011, at the Department of Professional and Occupational Regulation, 9960 Mayland Drive, Richmond, Virginia.

The following members were present for all or part of the meeting:

John Barsa  
Laurie Buchwald  
Elizabeth Cake  
William Dennis, Jr.  
Delceno Miles  
Mick Shaw  
Sheree Tsai

Board members Patrician Kline and Heather Martin were not present at the meeting.

The following staff was present for all or part of the meeting:

Kathleen (Kate) R. Nusbisch, Executive Director  
Andrea Overman, Executive Secretary  
William Ferguson, Executive Director Board for Barbers and Cosmetology  
Demetrios Melis, Board Administrator Board for Barbers and Cosmetology

Mr. Shaw called the meeting to order at 10:05 a.m. noting there was a quorum. Call to Order

Mr. Shaw advised the Board of the emergency evacuation procedures. Emergency Evacuation Procedures

Ms. Miles moved to approve the agenda as amended and Ms. Buchwald seconded the motion which was unanimously approved by members: Barsa, Buchwald, Cake, Dennis, Miles, Shaw and Tsai. Agenda Approval

Ms. Buchwald moved to approve the September 12, 2011 minutes as presented and Ms. Cake seconded the motion which was unanimously approved by members: Barsa, Buchwald, Cake, Dennis, Miles, Shaw and Tsai. Approval of Minutes

There were no public comments made to the Board. Public Comment

In the Director's absence, Ms. Nosbisch presented the Director's Report. EAGLES, the Department database project, has successfully gone live as of today and earlier than expected. Originally scheduled for a 2014 completion date, it is on target for completion.

**Director's Report**

Ms. Nosbisch also inquired as to whether Board members were receiving notification for Board liaison assignments. She will follow up with each Board as a reminder to notify BPOR liaisons of upcoming meetings.

Mr. Melis, along with Executive Director William Ferguson, presented the Board for Barbers and Cosmetology Board Academy.

**Demetrios Melis,**  
**Board Administrator**  
**Board for Barbers**  
**and Cosmetology**

Ms. Simmons presented "A Day in the Life of a Body Piercer and Tattooer" and answered questions.

**Jessica Simmons,**  
**Body Piercer and**  
**Past Board Member**  
**Board for Barbers**  
**and Cosmetology**

Ms. Sarek presented "A Day in the Life of an Esthetician" on behalf of Spa310 and its owner and current Board for Barbers and Cosmetology member, Daniella Tsamouras, and answered questions.

**Kathleen Rao Sarek,**  
**Master Esthetician**

Mr. Shaw thanked Department staff on behalf of the Board for coordinating the meeting and reminded Board members to leave their signed Conflict of Interest Forms and Travel Vouchers.

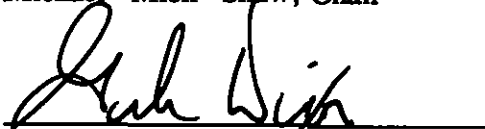
**Conflict of Interest**  
**Forms/Travel**  
**Vouchers**

Mr. Dennis moved to adjourn and Mr. Barsa seconded the motion which was unanimously approved by members: Barsa, Buchwald, Cake, Dennis, Miles, Shaw and Tsai. The meeting adjourned at 12:10 p.m.

**Adjournment**



Michael "Mick" Shaw, Chair



Gordon Dixon, Director

**STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government**

1. Name: John Barsa  
2. Title: Board Member  
3. Agency: BPOR Board  
4. Meeting/IFF Date: Board Meeting November 14, 2011

5. I have a personal interest in the following transaction:

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*Nature of Personal Interest Affected by Transaction:*

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I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

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I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6.  I do not have a personal interest in any transactions taken at this meeting.

  
\_\_\_\_\_  
Signature

11/14/11  
\_\_\_\_\_  
Date

**STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government**

1. Name: Laurie Buchwald  
2. Title: Board Member  
3. Agency: BPOR Board  
4. Meeting/IFF Date: Board Meeting November 14, 2011

5. I have a personal interest in the following transaction:

\_\_\_\_\_  
\_\_\_\_\_

Nature of Personal Interest Affected by Transaction:

\_\_\_\_\_  
\_\_\_\_\_

I declare that I am a member of the following business, profession,  
occupation or group, the members of which are affected by the transaction:

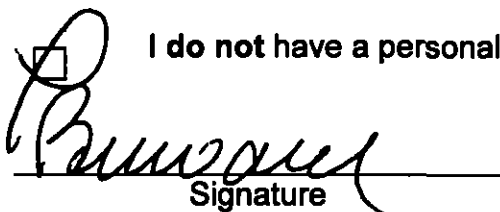
\_\_\_\_\_

I am able to participate in this transaction fairly, objectively, and in the  
public interest.

or

I did not participate in the transaction.

6.  I do not have a personal interest in any transactions taken at this  
meeting.

  
Signature

11/14/2011  
Date

**STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government**

1. Name: Elizabeth G. Cake  
2. Title: Board Member  
3. Agency: BPOR Board  
4. Meeting/IFF Date: Board Meeting November 14, 2011

5. I have a personal interest in the following transaction:

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Nature of Personal Interest Affected by Transaction:

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I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

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I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6.  I do not have a personal interest in any transactions taken at this meeting.

Elizabeth G. Cake  
Signature

11.14.11  
Date

**STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government**

1. Name: William Dennis, Jr.  
2. Title: Board Member  
3. Agency: BPOR Board  
4. Meeting/IFF Date: Board Meeting November 14, 2011

5. I have a personal interest in the following transaction:

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Nature of Personal Interest Affected by Transaction:

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I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

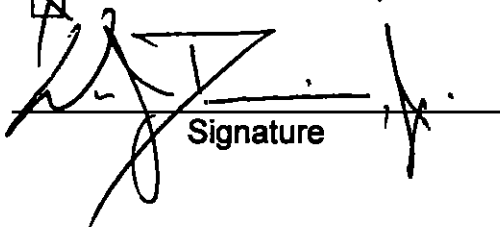
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I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6.  I do not have a personal interest in any transactions taken at this meeting.

  
Signature

  
Date

**STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government**

1. Name: Delceno Miles  
2. Title: Board Member  
3. Agency: BPOR Board  
4. Meeting/IFF Date: Board Meeting November 14, 2011

5. I have a personal interest in the following transaction:

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Nature of Personal Interest Affected by Transaction:

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I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

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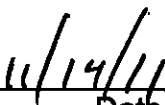
I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6.  I do not have a personal interest in any transactions taken at this meeting.

  
Signature

  
Date

**STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government**

1. Name: Michael Shaw  
2. Title: Board Member  
3. Agency: BPOR Board  
4. Meeting/IFF Date: Board Meeting November 14, 2011

5. I have a personal interest in the following transaction:

N/A

Nature of Personal Interest Affected by Transaction:

\_\_\_\_\_

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

\_\_\_\_\_

I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6.  I do not have a personal interest in any transactions taken at this meeting.

Michael Shaw  
Signature

11/14/11  
Date



**STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government**

1. Name: Sheree Tsai  
2. Title: Board Member  
3. Agency: BPOR Board  
4. Meeting/IFF Date: Board Meeting November 14, 2011

5. I have a personal interest in the following transaction:

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Nature of Personal Interest Affected by Transaction:

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I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

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I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6.  I do not have a personal interest in any transactions taken at this meeting.

  
\_\_\_\_\_  
Signature

  
\_\_\_\_\_  
Date