

**BOARD FOR BARBERS AND COSMETOLOGY
DRAFT MINUTES OF EXAM WORKSHOP**

The Board for Barbers and Cosmetology held an examination workshop on Tuesday, September 21, 2021, at the Offices of the Department of Professional and Occupational Regulation, Perimeter Center, DPOR Library, 4th Floor, 9960 Mayland Drive, Richmond, Virginia 23233. The following members were present for the meeting:

Lonnie Quesenberry
Matthew Roberts*

DPOR staff present for all or part of the meeting included:

Rhonda Starr, Office Manager, Education and Exams
Stephen Kirschner, Executive Director

Subject matter experts were present for the meeting: Susan Colard, Tami Stokes, Jillian Nelson, Alyssa Rulf-Fountain, Katrina Albrecht.

Mr. Quesenberry called the meeting to order at 9:01 a.m.

Call to Order

No members of the public appeared for comment

Public Comment

At 9:04 a.m., Mr. Quesenberry recessed the meeting and immediately reconvened in closed meeting for the purpose of consultation and/or briefings by staff members pertaining to examination issues within the jurisdictions of the Board as permitted by § 2.2-3711.A.11 of the Code of Virginia. This was done with respect to an examination workshop to review examination materials for the esthetics, master esthetics, nail, and waxing licensing examinations. The following non-members were in attendance to reasonably aid the consideration of the topic: Rhonda Starr, Stephen Kirschner, Susan Colard, Tami Stokes, Jillian Nelson, Alyssa Rulf-Fountain, Katrina Albrecht.

Closed Session

The motion was made with respect to the matter identified as agenda item three (III).

Mr. Roberts arrived at the meeting at 10:34am and left at 11:15am and did not vote on the motion.

At 11:43 a.m., Mr. Quesenberry adjourned the closed meeting and immediately reconvene in open session.

Reconvene Open Meeting

The following certification was made:

**Certification of
Closed Session**


WHEREAS, an Examination Review Committee of the Board for Barbers and Cosmetology has convened a closed meeting on this date pursuant to an affirmative recorded vote in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, § 2.2-3711.A.7 of the *Code of Virginia* requires a certification by this Board that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Exam Review Committee of the Board for Barbers and Cosmetology hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Board.

Vote: 1-0-0
Ayes: Mr. Quesenberry
Nays: 0

There being no other business to be brought before the Board, Mr. **Adjourn**
Quesenberry adjourned the meeting at 11:45 a.m.


Matthew D. Roberts, Chair


Mary Broz-Vaughan, Secretary