

**OKLAHOMA STATE BOARD OF
COSMETOLOGY AND BARBERING**

BOARD MEETING AGENDA
July 10, 2023
10:00 a.m.
2401 N.W. 23rd, Suite 84 Testing Center
Oklahoma City, OK 73107
Machele Calliccoat, Chair – Presiding

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1. Call to order, roll call, and determination of quorum
 2. This regular meeting of the Oklahoma Cosmetology and Barbering Board has been convened in accordance with the Oklahoma Open Meeting Act.
 3. Welcome and swearing in of new Board member.
 4. Possible discussion, revision, and vote to approve Board meeting minutes from May 8, 2023
 5. Discussion and possible action to approve or disapprove budget report (May 1, 2023 to June 30, 2023) – Megan Patton, OMES, Agency Business Services
 6. Discussion and possible action to elect officers, in accordance with OAC 175:1-3-1
 7. Report from Advisory Board on Massage Therapy – Laura Grisso-Eyster
 8. Executive Director Report – Malena Curtsinger
 - Salary Admin Plan/employee evaluations/staffing/inspections/travel policy/agency overview
 - Thentia/IT audit/GTARB/LOFT – Central Purchasing Act
 - GTARB
 - Process on disqualifying events
 - NABBA/CLEAR/NIC – Security Training
 - Foreign Reciprocity and Credentialing Company
 - SJR 22 – Joint resolution regarding proposed permanent administrative rules
 - SB 515 – Changes to rulemaking deadlines
 9. Discussion and possible action on Salary Administration Plan: July 1, 2023 – June 30, 2024
 10. Discussion and possible action on annual contracts
 - NIC – Testing Contract
 - Attorney General's Contract – Legal Services
 - Tyler Technology – Online Payment Contract

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11. Discussion and possible action on approving travel for Board members and/or staff:

- Overview of Executive Orders 2023-12 and 2020-02 (as referenced in E.O. 2023-07)
- National Interstate Council of State Boards of Cosmetology, NIC Director's Security Meeting – May 2023
- Council on Licensure, Enforcement and Regulation, CLEAR Training – September 25th – 27th Salt Lake City, Utah
- National Association of Barber Boards of America, NABBA – September 17th – 21st Harrisburg, Pennsylvania
- National Interstate Council of State Boards of Cosmetology, NIC – October 27th – 30th Albuquerque, New Mexico

12. Rules Committee Report – Leah Longest

13. Possible discussion, revision, and vote to approve lists of potentially disqualifying crimes

- Cosmetology and Barbering
- Massage Therapy

14. Discussion and possible action regarding individual proceedings held pursuant to Article II of the APA for appeals of initial determinations of criminal disqualification (59 O.S., § 4000.1)

- Jamell Taylor
- Megan Hobbs
- Stephanie Gradolph
- Candice Kincade
- Tiara Bernard
- Chyanne Snow

Further, the Board may vote to enter Executive Session to engage in deliberations or render a final or intermediate decision in an individual proceeding, pursuant to 25 O.S., § 307(B)(8). Should the Board enter Executive Session to discuss any initial determination, the following actions may be taken:

- Vote to enter Executive Session
- Exit Executive Session and vote to re-enter open session
- Possible action on matters discussed in Executive Session

15. Discussion and possible action regarding staff salary for Administrative Assistant position, including possible raises

Further, the Board may vote to enter Executive Session to discuss the employment, hiring, appointment, promotion, demotion, disciplining or resignation of any individual salaried public

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officer or employee, pursuant to 25 O.S., § 307(B)(1). Should the Board enter Executive Session to discuss staff salary for Administrative Assistant position, the following actions may be taken:

- Vote to enter Executive Session
- Exit Executive Session and vote to re-enter open session
- Possible action on matters discussed in Executive Session

16. Discussion and possible action regarding staff salary for Principal Assistant position, including possible raises

Further, the Board may vote to enter Executive Session to discuss the employment, hiring, appointment, promotion, demotion, disciplining or resignation of any individual salaried public officer or employee, pursuant to 25 O.S., § 307(B)(1). Should the Board enter Executive Session to discuss staff salary for Principal Assistant position, the following actions may be taken:

- Vote to enter Executive Session
- Exit Executive Session and vote to re-enter open session
- Possible action on matters discussed in Executive Session

17. Discussion and possible action regarding staff salaries for Cosmetology Inspector positions, including possible raises

Further, the Board may vote to enter Executive Session to discuss the employment, hiring, appointment, promotion, demotion, disciplining or resignation of any individual salaried public officer or employee, pursuant to 25 O.S., § 307(B)(1). Should the Board enter Executive Session to discuss staff salaries for Cosmetology Inspector positions, the following actions may be taken:

- Vote to enter Executive Session
- Exit Executive Session and vote to re-enter open session
- Possible action on matters discussed in Executive Session

18. Discussion and possible action regarding staff salaries for Administrative Technician positions, including possible raises

Further, the Board may vote to enter Executive Session to discuss the employment, hiring, appointment, promotion, demotion, disciplining or resignation of any individual salaried public officer or employee, pursuant to 25 O.S., § 307(B)(1). Should the Board enter Executive Session to discuss staff salaries for Administrative Technician positions, the following actions may be taken:

- Vote to enter Executive Session
- Exit Executive Session and vote to re-enter open session
- Possible action on matters discussed in Executive Session

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19. Discussion and possible action regarding staff salary for Customer Service Representative position, including possible raises

Further, the Board may vote to enter Executive Session to discuss the employment, hiring, appointment, promotion, demotion, disciplining or resignation of any individual salaried public officer or employee, pursuant to 25 O.S., § 307(B)(1). Should the Board enter Executive Session to discuss staff salary for Customer Service Representative position, the following actions may be taken:

- Vote to enter Executive Session
- Exit Executive Session and vote to re-enter open session
- Possible action on matters discussed in Executive Session

20. Discussion and possible action to call for a special Board meeting in August to hear and rule on possible disciplinary proceedings

21. New business which could not have been reasonably foreseen prior to posting of the meeting agenda, per 25 O.S., § 311(A)(10)

22. Board adjournment

Note: The Board may, at its discretion, discuss, vote to approve, vote to disapprove, vote to table, change the sequence of any agenda item, or vote to strike or not discuss any agenda item. Any conflicts of interest must be disclosed prior to discussion, and the conflicted Board member must recuse from all discussion and votes pertaining to that item.