

The Oklahoma State Board of Cosmetology met a 10:00 a.m. on Monday, September 10, 2012 at 2401 NW 23rd Street, Suite 84 in the Testing Center, Oklahoma City, OK 73107. The following persons were present:

BOARD MEMBERS

Ken Young, Chair
Bill Helton, Vice Chair
LaFaye Austin
Dianna Fisher
Pamela Martin
Gretchen Payne
Max Thomas
Janet Dale Webb

BOARD STAFF

Sherry Lewelling, Director
Jennifer McRee, Principal Assistant
Michelle Palmer
Donnie Allen
Delores Merriman
Vicki Middleton
Janelle Hastings

VISITORS

Linda Wiist
Darren Gibson

CALL TO ORDER

Chair Young called the meeting to order and confirmed with Ms. McRee that the meeting agenda had been properly posted and agenda-ized.

ROLL CALL

Quorum was established with roll call. The following persons answered roll call: Young, Helton, Austin, Fisher, Martin, Payne, Thomas and Webb. Ms. Poe was not present.

OPPORTUNITY FOR THE BOARD TO RECEIVE PUBLIC COMMENT. EACH SPEAKER IS LIMITED TO THREE MINUTES

No public comment was received.

DISCUSSION AND BOARD ACTION TO APPROVE OR DISAPPROVE BOARD MEETING MINUTES OF JULY 9, 2012

A motion was made by Mr. Helton and seconded by Mr. Thomas to approve the Board meeting minutes of July 9, 2012.

VOTING: Helton, yes; Austin, yes; Fisher, yes; Martin, yes; Payne, yes; Thomas, yes; Webb, yes.
Motion carried.

DISCUSSION AND BOARD ACTION TO APPROVE OR DISAPPROVE FINANCIAL REPORT (JULY 1, 2012 to AUGUST 30, 2012 – RILEY SHAULL, OSF – AGENCY BUSINESS SERVICES

Mr. Shaull asked for a correction on the agenda. He stated the report is through August 31, 2012. A motion was made by Mr. Thomas and seconded by Ms. Austin.

VOTING: Helton, yes; Austin, yes; Fisher, yes; Martin, yes; Payne, yes; Thomas, yes; Webb, yes.
Motion carried.

DISCUSSION AND BOARD ACTION TO APPROVE OR DISAPPROVE THE FY 2012 ANNUAL REPORT

A motion was made by Ms. Fisher and seconded by Mr. Helton to approve the FY 2012 financial report as presented.

VOTING: Helton, yes; Austin, yes; Fisher, yes; Martin, yes; Payne, yes; Thomas, yes; Webb, yes.
Motion carried.

Mr. Thomas requested that the Board be presented with a simple 2 figure report each meeting that would show the total revenue and expenditures to date. Ms. McRee stated this could be made available but that the Board would be required to vote on the CORE report.

DIRECTOR'S REPORT – SHERRY G. LEWELING

Ms. Lewelling provided the Board with a written report. She stated that the agency has updated some of the leased vehicle for Inspectors. She asked that the Board give her guidance regarding their intentions for online training and if they would like to move forward. She gave a report regarding the NIC Administrator's meeting. She stated she learned that the agency's inspection program seems to be much more effective than other programs in other states. She further stated that she would like to research new ways to improve the program more with the possible use of electronic devices for report writing.

BOARD DISCUSSION AND POSSIBLE ACTION TO APPROVE OR DISAPPROVE PLANS FOR BOARD COMMITTEES

The Board discussed each committee, the purpose and future plans.

Performance Appraisal – Dale Webb, Chair
No changes

Rules Committee – LaFaye Austin, Chair
Mr. Young asked that all members review the rules for duplication, over regulation and any other changes that might be needed.

Budget/5-Year Strategic Plan Committee – Freda Poe, Chair
No changes

Testing Committee – Bill Helton, Chair
Review the practical exam for manicuring, review the practical exam for cosmetology and research different options and costs for delivery of the written examination.

Reciprocity Committee – Pam Martin, Chair
(Ms. Fisher asked that she not be chair of the committee. Ms. Martin stated she had no problem with a committee chair assignment)
Review any need for changes in statute or rule relative to reciprocity that may be needed.

Legislative Affairs Committee – Max Thomas, Chair
Sunset legislation, review legislation relative to fees and CBT testing, examine the possibility of joining other Boards or commissions with missions similar to ours i.e. Barber Board, tattooing etc.

NIC REPORTS FROM DELEGATES THAT ATTENDED CONFERENCE IN SALT LAKE CITY, UT

All members who attended the conference provided a report to the Board regarding their positive experience.

NEW BUSINESS NOT KNOWN OR WHICH COULD NOT HAVE BEEN REASONABLY FORESEEN PRIOR TO POSTING OF MEETING AGENDA – 25 O.S. § (A)(9)

No new business was heard.

BOARD ADJOURNMENT

Chair Young announced the meeting to be adjourned.

Ken Young, Chair

Bill Helton, Vice Chair

LaFaye Austin

Dianna Fisher

Pamela Martin

Gretchen Payne

Max Thomas

Janet Dale Webb