

The Oklahoma State Board of Cosmetology met at 10:00 a.m. on Monday, July 8, 2013 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
Pamela Martin
Gretchen Payne
Matthew Smith
Max Thomas

BOARD'S LEGAL REPRESENTATIVE

Kim Heaton, Assistant Attorney General

BOARD STAFF

Sherry G. Lewelling, Executive Director
Jennifer McRee, Principal Assistant
Vicki Middleton, Cosmetology Inspector
Donnie Allen, Cosmetology Inspector
Deloris Merriman, Cosmetology Inspector
Elaine Klemme, Cosmetology Inspector

VISITORS

Paula Matthews
Alan Anderson
Trish Anderson
David Reed
Anthony David
Linda Wiist
Laura Swingle

CALL TO ORDER

Chair Young called the meeting to order. (The meeting agenda had been posted and agenda-ized)

ROLL CALL

A quorum was established with roll call. The following persons answered roll call: Young, Helton, Austin, Martin, Payne, Smith and Thomas. (Fisher and Webb were not present)

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

No public speakers were heard.

INTRODUCTION AND SWEARING IN OF NEW BOARD MEMBER MATTHEW SMITH

Chair Young gave the oath of office to New Board member Matthew Smith.

COMMENTS FROM INSPECTORS

No comments were received.

DISCUSSION AND BOARD ACTION TO APPROVE OR DISAPPROVE FINANCIAL REPORT (JULY 1, 2012 to JUNE 30, 2013) – LAURA SWINGLE, AGENCY BUSINESS SERVICES

Laura Swingle from Agency Business Services gave the Board a summary of the financial report. She reported that the Board looks to be finishing the fiscal year below budget and in a good financial position.

A motion was made by Mr. Helton and seconded by Ms. Payne to accept the financial report (July 1, 2012 to June 30, 2013).

VOTING: Helton, yes; Austin, yes; Martin, yes; Payne, yes; Smith, yes; Thomas, yes.

Motion passed.

DISCUSSION AND BOARD ACTION TO APPROVE OR DISAPPROVE BOARD MEETING MINUTES OF MAY 13, 2013 and June 10, 2013.

A motion as made by Mr. Helton and seconded by Mr. Thomas to approve the Board meeting minutes of May 13, 2013 and June 30, 2013.

VOTING: Helton, yes; Austin, yes; Martin; Payne, abstain; Smith, abstain; Thomas, yes.

Motion passed.

DIRECTOR'S REPORT – SHERRY G. LEWELLING, EXECUTIVE DIRECTOR

Ms. Lewelling provided a written report to the Board. She welcomed new Board member, Matt Smith. She congratulated Mr. Helton on his re-appointment to the Board. She welcomed Barber Board members visiting the Board meeting. She invited Board members and the public to attend the "Meeting and Greet" immediately following the Board meeting. She told of the correspondence she has had with the Department of Education and the attempts to be in compliance with 34 C.F.R. 600.9. She also gave

the Board an update on the latest information regarding the Barber and Cosmetology Board merger.

BUDGET COMMITTEE REPORT – KEN YOUNG, CHAIR

Mr. Thomas reported the before Ms. Swingle left, she was able to provide the figures he previously asked for and he was very pleased as was the Board.

TESTING COMMITTEE REPORT – BILL HELTON, CHAIR

Ms. Lewelling stated that she would like to make a few tweaks to the manicuring examination regarding the timing of categories and that after hearing feedback from schools that full well tips were difficult to find, she would like to do away with this on the exam. There was no objection heard from members.

RULES COMMITTEE REPORT – LAFAYE AUSTIN, CHAIR

Ms. Austin reported that this has been an on-going process and that members are working hard on this challenging project. A meeting will be held after the Board meeting and another will be scheduled in early August and they will be asking members of the Barbering community to join in for input.

NIC TEST EVALUATION SECURITY TEAM (TEST) VISIT JULY 22 and 23, 2013 REPORT

There were no Board objections to the visit. Mr. Helton recommends that the testing chair be present for the visit and that the examiners review the Exam Administration Manual prior to the visit.

Chair Young requested that members let him know the committees they would like to serve on for the next year.

DISCUSSION AND BOARD ACTION TO APPROVE OR DISAPPROVE DELEGATES TO ATTEND THE NATIONAL ASSOCIATION OF BARBER BOARDS CONVENTION 9-14-19, 2013, OKLAHOMA CITY, OK

A motion was made by Mr. Helton and seconded by Ms. Martin for Board delegates and Inspectors interested in attending may do so on the Tuesday and/or Wednesday.

VOTING: Helton, yes; Austin, yes; Martin, yes; Payne, yes; Smith, yes; Thomas, yes.

Motion passed.

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.

ELECTION OF OFFICERS

A nomination was made Ms. Payne , seconded by Mr. Helton to elect Mr. Young as Chair. No other nominations were heard.

VOTING: Helton, yes; Austin, yes; Martin, yes; Payne, yes; Smith, yes; Thomas, yes.

Motion passed.

Mr. Young was elected Chair

A nomination was made by Ms. Payne, seconded by Ms. Austin to elect Mr. Thomas as Vice Chair.

A nomination was made by Mr. Thomas, seconded by Ms. Martin to elect Mr. Helton as Vice Chair.

No other nominations were heard.

VOTING: Helton, Thomas; Austin, Thomas; Martin, Helton; Payne, Thomas; Smith, Thomas; Thomas, Helton.

Mr. Thomas was elected Vice Chair.

Chair Young announced the Board meeting to be adjourned.

Note: immediately following the Board meeting, the public, board members and staff attended a Meet and Greet to welcome new Board Member Matthew Smith. No Board business was discussed.

Ken Young, Chair

Bill Helton, Vice Chair

LaFaye Austin

Pamela Martin

Gretchen Payne

Matthew Smith

Max Thomas