

STATE OF OKLAHOMA



BOARD OF COSMETOLOGY AND BARBERING

MINUTES OF THE MEETING

July 25, 2025

1. Call to Order

Chair Leah Longest called the meeting of the State Board of Cosmetology and Barbering to order at 8:00 a.m. on Friday, July 25, 2025. The meeting was held at the State Cosmetology Board Office in Suite 74.

BOARD MEMBERS PRESENT

- Leah Longest
- Machele Callicoa
- Krissy Miller
- *Christie Luther (arrived at 8:01 a.m.)*
- Annie Jo Gilbert
- Joel Rogers
- Carla Dame

BOARD MEMBERS NOT PRESENT

- Kyle Jarnagin
- Ericka Jackson
- Carla Wilkins

AGENCY MEMBERS PRESENT

- MiMi Casebolt, Interim Executive Director
- Matt Burton, Principal Assistant

LEGAL COUNSEL PRESENT

- Kylie Cooper, Assistant Attorney General

2. Quorum

A quorum was confirmed, and the meeting proceeded according to the agenda. This special meeting of the Oklahoma Cosmetology and Barbering Board has been convened in accordance with the Oklahoma Open Meeting Act.

3. Administration of the Cosmetology Theory Examination – Contract with NIC and Prov

Overview: The Board reviewed the administration of the Cosmetology Theory Examination following NIC's concerns over testing procedures and exam coordination. Issues included a Board member cutting Scantrons from test booklets, unused booklets being left accessible in the testing center, and confusion over whether Interim Executive Director Casebolt or Principal Assistant Burton was the designated exam administrator. While NIC did not consider the matter a contract breach, it was cited as a security risk. The Board's earlier decision to draft its own test raised legal concerns, prompted public and legislative complaints, and created questions about the vetting process and potential favoritism. Options discussed included continuing to draft an in-house exam, contracting with Prov to administer the NIC exam, or re-applying to NIC for computer-based testing. The testing committee recommended continuing with NIC, which, along with Prov, reduced costs to allow digital exams at the Agency at no expense to students. Paper exams would only be offered as approved accommodations, with the Agency responsible for authorization.

Conclusion: The Board voted to proceed with re-applying with NIC for computer-based testing, with paper exams available only for approved accommodations, and directed staff to verify contract language regarding exceptions for administering paper-based exams outside the Agency's testing center.

- **Motion:** To approve proceeding with NIC.
 - **Moved by:** Dame
 - **Seconded by:** Calliccoat
 - **Vote:**
 - Calliccoat: Yes
 - Miller: No
 - Luther: Yes
 - Gilbert: Yes
 - Rogers: Yes

Dame: Yes

Outcome: Motion passed.

4. Thentia Scope of Work Update

Overview: The Board received an update on the Scope of Work, including clarification on completed items and those requiring no further action. Principal Assistant Burton was asked to provide additional business portal data, particularly address information, and it was noted that some past expenses will be reallocated due to being emailed to a former employee. The Agency emphasized that it does not consider the organization to be in default, attributing prior issues to miscommunication between past staff. Regarding payments, Thentia will not receive funds upfront; instead, invoices of \$7,000 will be issued upon sign-off for each completed portal. Interim Executive Director Casebolt and Chair Longest reiterated concerns about upfront payments and stressed the need for penalties if timelines are missed.

- **Motion:** To continue with Thentia.
 - **Moved by:** Calliccoat
 - **Seconded by:** Luther
 - **Vote:**
 - Calliccoat: Yes
 - Miller: Yes
 - Luther: Yes
 - Gilbert: Yes
 - Rogers: Yes
 - Dame: Yes
 - **Outcome:** Motion passed.
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5. Lobbyist Registrations and Legislative Liaison

Overview: The Board discussed lobbyist registrations and the need to designate a legislative liaison, noting that there are currently no registered lobbyists and that committee reassignments will be addressed at the next meeting. A motion was made and seconded to appoint Chair Longest as legislative liaison. Chair Longest clarified that her role had been reviewed and cleared by both the Governor's office and HR, with no conflict of interest

determined despite her ownership of schools and volunteer service on the Board. The Governor had vetted the matter and requested Longest's return to the position.

- **Motion:** To nominate Chair Longest as a Legislative Liaison.
 - **Moved by:** Calliccoat
 - **Seconded by:** Dame
 - **Vote:**
 - Calliccoat: Yes
 - Miller: Yes
 - Luther: Yes
 - Gilbert: Yes
 - Rogers: Yes
 - Dame: Yes
 - **Outcome:** Motion passed.
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6. NIC Annual Conference

Overview: The Board discussed attendance at the NIC Annual Conference, scheduled for October 16–20, 2025, in Phoenix, Arizona. A motion was made to send Board representatives to the conference, which was amended to designate Chair Longest as the sole representative.

- **Motion:** To send Chair Longest as the representative to the NIC annual conference.
 - **Moved by:** Calliccoat
 - **Seconded by:** Gilbert
 - **Vote:**
 - Calliccoat: Yes
 - Miller: No
 - Luther: Yes
 - Gilbert: Yes
 - Rogers: Yes
 - Dame: Yes
 - **Outcome:** Motion passed.
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7. Posting of Executive Director Position

Overview: The Board discussed posting the Executive Director position on the State website in response to public feedback and inquiries about the Agency's operations. The decision to place the item on the agenda was requested by the governor's office, which had received multiple calls regarding the matter. Board members noted that the position involves a steep learning curve, requiring about a year to understand all aspects, and acknowledged challenges in managing public criticism and social media. Concerns about transparency and the Agency's uncertain future were highlighted, including the need for legislative action to either move the Agency to Service Oklahoma or extend its operations. Posting the position was described as a step toward cooperation with the legislature, vetting applicants, and advancing the Agency, rather than a commitment to immediate hire.

Conclusion: The Board approved posting the Executive Director position.

- **Motion:** To post the job [for hire].
 - **Moved by:** Dame
 - **Seconded by:** Callicoa
 - **Vote:**
 - Callicoa: Yes
 - Miller: No
 - Luther: Yes
 - Gilbert: Yes
 - Rogers: Yes
 - Dame: Yes
- **Outcome:** Motion passed.

8. Adjournment

- **Time:** 8:29 a.m.
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End of Board Meeting Minutes for July 25, 2025.