BOARD MEETING AGENDA

July 13, 2020

10:15 a.m.

2401 N W 23rd, Suite 62

Suite 62 and/or Conference Line

Oklahoma City, Ok. 73107

Jeff Sells, Chair - Presiding

1. Call to order

Chair Sells called the meeting to order. The agenda had been properly posted and agenda-ized.

1. Roll call

A quorum was established with roll call. The following persons were present.

Jeff Sells, Shelly Callicoat, LaFaye Austin, Peggy Avery, Anthony Baldini via conference call; Bill Helton, Christie Luther, Christy Mather, Greg Mitchell, Thao Nguyen-Pham, Bruce Waight, Sr.

**Board’s Legal Counsel**

Jenny Dickson

**Board Staff**

Sherry Lewelling, Executive Director

Janelle Hastings Administrative Assistant

Camisha Green, Student Registrar

Asrar Johnson, Inspector/Examiner

**Visitors all via conference line**

Christi Rice, Cedric Swift, Lisa Meyer, Brenda Weeks, Dennese King, Amanda Slate, Rachael Adams, Kayla Randol, Emily Brunger, Melissa Metsker, Rebecca Sturgis, Stacy Maple, Corrinne Triplett, Keri Bowman, Lisa Knoz, Tasheika Cole, Sheila Kissick, Scott Peterson, Debbie Qualls, Jessica Davenport, Melissa Caudill, Amber Pershika, Brandy Millsap, Megan LaBeleau, Krissy Miller, Mai Nguyen, Laura Grisso, Crystal Noble.

1. Swearing in of new board member, Erin L. Pierce

Chair Sells administered the oath of office to new board member Erin L Pierce, Guymon OK. Ms. Pierce will take the place of long time Board member LaFaye Austin.

1. Discussion and Possible Action to Approve or Disapprove Board Meeting Minutes from May 11, 2020

A motion was made by Mr. Helton and seconded by Ms. Mather to approve Board Meeting minutes from May 11, 2020.

**Voting**:

Callicoat, yes; Avery, yes; Baldini, yes; Helton, yes; Luther, yes; Mather, yes; Mitchell, yes; Nguyen- Pham, yes; Pierce, yes; Waight, yes.

**Motion passed.**

1. Discussion and possible action to approve or disapprove budget report (May 1, 2020 to June 30, 2020) – Brandy Bahm, OMES, Agency Business Services.

Ms. Bahm reported that the agency is operating within budget for all departments and came in under budget for FY20 and budget for FY21 is approved. She reported there is $1.5 million dollars in the carry over fund.

A motion was made by Mr. Helton and seconded by Ms. Nguyen- Pham to approve budget report May 1, 2020 to June 30, 2020.

**Voting**:

Callicoat, yes; Avery, yes; Baldini, yes; Helton, yes; Luther, yes; Mather, yes; Mitchell, yes; Nguyen- Pham, yes; Pierce, yes; Waight, yes.

**Motion passed.**

1. Public comment- Opportunity for the board to receive public comments. Each speaker is limited to three minutes. Comments must be related to items listed on the agenda.

LaFaye Austin, outgoing Board Member, said it has been an honor to serve on this Board and felt she was leaving the Board in excellent condition, commending the Board members’ ability to work together with Director Lewelling and get things accomplished. She said Governor Stitt had appointed her to the State Board of Podiatric Medical Examiners, a seven-member board and she was looking forward to serving in that capacity.

Laura Grisso-expressed thanks to the Board allowing schools to utilize distance learning during the COVID-19 pandemic and requested the Board to increase the percentage allowed for distance learning and make that rule permanent.

John Peterson, assistant director Tulsa Tech, Broken Arrow Campus, agreed with Ms. Grisso’s comment and asked the board to increase the percentage of hours allowed for distance learning and make that a permanent rule

1. Discussion and possible action on Hybrid Learning (Chair Sells moved this item up on the agenda)

28.00

Chair Sells clarified that the Department of Education and NACAAS now allow students to simultaneously attend school and do distance learning under the hybrid rule, an allowance made within the last 30 days. It is left up to the individual schools and their accreditation group to decide when to utilize this option. We are currently at 40% of hours per person per course to do hybrid learning in Oklahoma, this was voted on during a past meeting is still in effect as long as the Governor’s order is in effect and we do not anticipate the Governor rescinding that order anytime soon. There has been much discussion among both public and private schools to increase the number of hours allowed and to also make it permanent.

And as long as the Governor’s rule is in place we can increase it to 50% and then make that rule permanent through the rule making process early next year.

Ms. Callicoat expressed concern that career techs, which are two year schools, students could max out their 40% of allowable hours fairly quickly. Ms. Green, student registrar, said she thinks there should be careful monitoring of hours earned by distance learning, and specific guidelines should be defined.

A motion was made by Mr. Helton and seconded by Mr. Mitchell to approve temporary increase from 40% to 50%

**Voting**:

Callicoat, yes; Avery, yes; Baldini, yes; Helton, yes; Luther, yes; Mather, yes; Mitchell, yes; Nguyen-Pham, yes; Pierce, yes; Waight, yes.

**Motion passed.**

Chair Sells clarified to the Board that we are now at 50% in the state of Oklahoma for distance education, that is the maximum amount approved by the governor and anything above that we’ll have to go back and get another emergency rule approved by the governor which will take time.

1. Director's report and possible discussion– Sherry G. Lewelling

Ms. Lewelling welcomed Erin Pierce to the Board, saying she’s known her for a long time, was her inspector years ago and approved her first shop.

Ms. Lewelling went on to say when she was working in a salon and LaFaye was her inspector, she came in to inspect and was so classy and kind and when she walked out the door, Sherry said to herself ‘that’s what I want to do and set a goal of becoming an inspector.

Ms. Lewelling announced there would be a special board meeting on July 27, 2020, the agenda will be forthcoming and we will need all board members in attendance.

COVID-19 update- Ms. Lewelling reported that the office was closed to the public for several weeks, employees who could, worked from home while a few still worked from the office. She herself spent many hours every day responding to e mails, phone calls, text messages and social media messages, she did several television and radio interviews. The office was re-opened as of May 6, testing resumed full time on June 1. All candidates and examiners alike are required to wear full PPE. Chair Sells recommended students buy a cheap raincoat with long sleeves, a processing cap or shower cap and a mask, total cost maybe $5 for two sets. Examiners also check temperatures of all candidates before entering the testing center, if anyone registers a temperature of 99.2 or higher, they are not allowed in testing center.

1. Massage therapy update and possible discussion– Laura Grisso

Ms. Grisso said on behalf of the Massage Therapy Advisory board she would like to thank Ms. Austin for her service and for being such a great advocate not only to Cosmetology but to the massage industry as well. Ms. Grisso went on to report that the Massage Therapy advisory board met on June 18 where they talked of a game plane for the 2020-2021 legislative session, including reopening the grandfather period and also getting establishment licensure authority. There were a lot of talk on social media with questions from Massage therapists regarding safety and sanitation during the covid epidemic. Since we have no establishment authority they were urged to practice cosmetology safety guidelines. We talked about creating a survey to send out to licensees, regarding issues affecting licensees in Oklahoma, an ad hoc committee was created to submit questions. Since we do not have that many e mail addresses for licensees we thought we could place a link on the website.

1. OSBCB Website Review Committee Update and possible discussion – Jeff Sells

Chair Sells reported that the process has begun to rebuild the agency’s website and get it organized to make it easier to find things. One thing we want to create is a sign up for e mail addresses so we can have a distribution list to send out updates on changes. Licensees will have to sign up and provide their e mail to receive these updates. We are also working on a new menu system as well, adding that the Lt Governor’s website is the new template that we will be using. We do not yet have a go live date because we’ve had only one meeting and there is a lot of information to sort through, and hoped to have something more by the September board meeting.

1. Discussion and possible action on renewing legal counsel contract with the Oklahoma Attorney General for FY 21.

A motion was made by Mr. Helton and seconded by Ms. Callicoat to renew legal counsel contract with the Oklahoma Attorney General for FY21.

**Voting**:

Callicoat, yes; Avery, yes; Baldini, yes; Helton, yes; Luther, yes; Mather, yes; Mitchell, yes; Nguyen-Pham, yes; Pierce, yes; Waight, yes.

**Motion passed.**

1. Review, Discussion and Possible action of the Performance committee report – Jeff Sells

All board members agreed the Sherry is doing an excellent job and meets and exceeds expectations.

A motion was made by Mr. Waight and seconded by Mr. Helton to approve the Performance committee report for Director Sherry Lewelling.

**Voting**:

Callicoat, yes; Avery, yes; Baldini, yes; Helton, yes; Luther, yes; Mather, yes; Mitchell, yes; Nguyen-Pham, yes; Pierce, yes; Waight, yes.

**Motion passed.**

1. Discussion and possible action to elect officers.

A motion was made by Mr. Helton and seconded by Ms. Nguyen Pham to nominate Mr. Sells as Board chair.

**Voting**:

Callicoat, yes; Avery, yes; Baldini, yes; Helton, yes; Luther, yes; Mather, yes; Mitchell, yes; Nguyen-Pham, yes; Pierce, yes; Waight, yes.

**Motion passed.**

A motion was made by Mr. Helton and Seconded by Ms. Luther to elect Mr. Waight as Vice Chair. Ms. Mather and Ms. Callicoat both asked that their names be added. Mr. Baldini asked to abstain from voting unless there was a tie.

Results of the paper vote is as follows:

Bruce Waight 5 votes

Christy Mather 2 votes

Shelly Callicoat 1 vote

1. Recognition of departing board member, A. LaFaye Austin

Ms. Lewelling, Mr. Helton and Mr. Sells all gave emotional tributes to Ms. Austin and shared their memories of her grace, wisdom and integrity. Ms. Austin said it was time for her to move on and she knew she was leaving the board in the best of hands.

Chair Sells and Ms. Lewelling presented Ms. Austin with a Governor’s commendation and also a special gift of appreciation for serving and representing the Board with dignity, integrity and grace for the last 24 years.

1. New business which could not have been reasonably foreseen prior to posting of meeting agenda 25 O.S. sec.311 (A)(9)

No new business was heard.

1. Board adjournment

Note: The Board may 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 on any agenda item must be disclosed prior to discussion of that item and that board member must recuse from voting on it.