BOARD MEETING AGENDA

May 13, 2019

10:04 a.m.

2401 N W 23rd, Suite 84

Testing Center

Oklahoma City, Ok. 73107

Jeff Sells, Chair – Presiding

1. Call to order

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

1. Sells
2. Callicoat
3. Austin
4. Avery
5. Baldini
6. Helton
7. Mather
8. Nguyen-Pham
9. Waight (arrived immediately after roll call)

Note: Mr. Perdue was not present on this date.

**BOARD STAFF:**

Sherry G Lewelling, Executive Director

John Funderburk, Principal Assistant

Janelle Hastings, Administrative Assistant

Donna Glasper, Inspector/Examiner

Holli James, Inspector/Examiner

Asrar Johnson, Inspector/Examiner

Elaine Klemme, Inspector/Examiner

Lauriann LA Gillette Inspector Coordinator

Camisha Green, Student Registrar

**VISITORS:**

Amy Foreman, ChiAunte’ Carrethers, Lauren Greer, Kamryn Kerr, Cassie Fayfitch, Laura Grisso, Bre Nixon, Britt Montomery, Itzel Garcia, Kristen Park, Tandem Ebanda, Linda Wiist, Mary Elizabeth LeBlanc, Steve Funck, Rachel Adams, Steve Schardein

Chair Sells welcomed students from Meridian Tech Center in Stillwater and Central Oklahoma College of Oklahoma City.

3. Discussion and possible action to approve or disapprove budget report (March 1, 2019 to April 30, 2019)- Steve Funck and Latisha Edwards, OMES, Agency Business Services

Mr. Funck provided a budget report indicating that all departments, (General Operations, Inspections, and IT) are all operating under budget.

A motion was made by Mr. Helton and seconded by Mr. Baldini to approve budget report (March 1, 2019 to April 30, 2019)-

Voting:

Callicoat, yes; Austin, yes; Avery, yes; Baldini, yes; Helton, yes; Mather, yes;

Nguyen-Pham, yes; Waight, yes.

Motion passed.

4. Discussion and Possible Action to Approve or Disapprove Board Meeting Minutes from March 11, 2019 and March 28, 2019

A motion was made by Mr. Baldini and seconded by Mr. Helton to approve Board Meeting Minutes from March 11, 2019 and March 28, 2019

Voting:

Callicoat, yes; Austin, yes; Avery, yes; Baldini, yes; Helton, yes; Mather, yes;

Nguyen-Pham, yes; Waight, yes.

Motion passed

5. 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.

No comments were heard.

6. Director’s report - Sherry G. Lewelling

Ms. Lewelling said that the FSMTB (Federation of State Massage Therapy Boards) Executive Summit she attended in Cleveland was so productive and so well organized. The association was so disappointed that Oklahoma was not able to get establishment authority as there is a push across the nation for establishment authority because of human trafficking and prostitution that is associated with the industry. She said that FSMTB is still working on the MTLD (Massage Therapy Licensing Database) program,

Legislative Update- Ms. Lewelling said the status on SB101 (to repeal the Massage Therapy Act) was unknown at this time, Senator Bergstrom handed it off to Senator Smalley, it passed the Senate and moved to the House where Representative Ortega changed to extend the grandfathering clause to 2021. The Senate rejected the revised bill and it went back to Committee. It will either get repealed, extend the grandfather clause or we will keep what we have.

Inspection report: Ms. Lewelling said the number of inspections for March and April numbered 938 actual salon inspections along with 253 attempts totaling 1194 inspections plus 25 schools were inspected.

She also mentioned concern regarding Oklahoma’s below average pass rate for the written exam. She sent out a notice to all schools to submit their school’s curriculum and theory schedule by June 1 and will train inspectors to monitor the theory classes during inspections. The Testing committee will review possible updates to ensure compliance with state rules and regulations.

7. Massage Therapy report - Laura Grisso

Ms. Grisso reiterated the information known about SB 101.

8. Electronic Inspection Update – Asrar Johnson, NE territory.

Ms. Johnson said overall everyone is really loving the new electronic inspection program using I pads, they are still using the hard paper copy until we make sure all the kinks are worked out. Until we are able to automatically update inspection information to the office’s Master File Ms. Gillette will continue to manually enter the inspection dates into the master file. She said also licensees in the field were impressed with the system as well.

9. Discussion and possible action for a special board meeting to approve proposed FY 20 budget.

A motion was made by Mr. Helton and seconded by Ms. Mather to approve a special board meeting on June 10, 2019 at 10:00 AM to approve proposed FY 20 budget. A Budget Committee meeting will take place on Friday, May 24, 2019 at 1:00 pm.

Voting:

Callicoat, yes; Austin, yes; Avery, yes; Baldini, yes; Helton, yes; Mather, yes;

Nguyen-Pham, yes; Waight, yes.

Motion passed

12. New business which could not have been reasonably foreseen prior to posting of meeting agenda 25 O.S. sec.311 (A)(9) (This item was moved up on the agenda.)

No new business was heard.

10. Discussion and possible vote to enter into executive session pursuant to 25 O.S. §307(B)(2) to discuss performance review of Executive Director, Sherry G. Lewelling

A motion was made by Mr. Helton and seconded by Mr. Baldini to enter in executive session.

Voting:

Callicoat, yes; Austin, yes; Avery, yes; Baldini, yes; Helton, yes; Mather, yes;

Nguyen-Pham, yes; Waight, yes.

Motion passed

*Board moved into Executive Session*

A motion was made by Mr. Baldini and seconded by Ms. Austin to re-enter in regular session.

Voting:

Callicoat, yes; Austin, yes; Avery, yes; Baldini, yes; Helton, yes; Mather, yes;

Nguyen-Pham, yes; Waight, yes.

Motion passed

A motion was made by Mr. Helton and seconded by Ms. Callicoat to give Ms. Lewelling an 11% raise. Everyone expressed appreciation for the work done by Ms. Lewelling and all the additional duties she has taken on.

Voting:

Callicoat, yes; Austin, yes; Avery, yes; Baldini, yes; Helton, yes; Mather, yes;

Nguyen-Pham, yes; Waight, yes.

Motion passed

11. Director’s evaluation report – LaFaye Austin

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

See item 10

13. Board adjournment

A motion was made by Mr. Helton and seconded by Ms. Callicoat to adjourn.

Jeff Sells \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Machelle Callicoat\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

LaFaye Austin\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Peggy Avery \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Anthony Baldini\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Bill Helton \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Christy Mather \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Thao Nguyen-Pham\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Bruce Waight Sr. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_