

The Oklahoma State Board of Cosmetology met at 10:00 am on Monday, May 11, 2009 at 2401 NW 23rd Street, Suite 84 in the Testing Center, Oklahoma City, OK 73107. The following persons were present:

BOARD MEMBERS

Gretchen Payne, Chair
Freda Poe, Vice Chair
A. LaFaye Austin
Jerry Kelon Carter II
Carol DeWitt
Loyd Saxton
Janet Dale Webb
Ken Young

BOARD'S LEGAL ADVISOR

Sandra Balzer, Assistant Attorney General

BOARD STAFF

Sherry G. Lewelling, Executive Director
Jennifer McRee, Principal Assistant
Candis Ross, Administrative Assistant To The Director
Vicki Middleton, Cosmetology Inspector/Examiner
Michelle Huitt-Shook, Cosmetology Inspector/Examiner
Karen Glasco, Cosmetology Inspector/Examiner

VISITORS

Linda Wiist
Frances Sells

CALL TO ORDER

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

ROLL CALL

Quorum was established with roll call. The following persons answered roll call: Payne, Poe, Austin, Carter, DeWitt, Saxton, Webb, Young. Mr. Nguyen was not present.

COMMITTEE REPORTS

- a) Lap Tops/GPS Committee – Jerry Kelon Carter II, Chair – Meeting Report
Board Discussion and Possible Action Re: Approval to Purchase Lap Tops and/or GPS Systems/State Car Leasing For Inspectors
Mr. Carter stated that the Committee met in the morning and discussed the possibility of leasing state vehicles for Inspectors. He stated that this was a consideration after research because it was determined that this would save the agency about \$65 a year in travel and the state vehicles already have GPS systems installed.

Clay Chandler, State Fleet Manager, DCS Fleet Management Division and Janet Gayler, Deputy Fleet Manager, DCS Fleet Management Division presented the Board with information on the leasing of cars for Inspectors. Board discussion began and questions were addressed by Mr. Chandler and Ms. Gayler.

A motion was made by Mr. Carter and seconded by Mr. Young to approve the leasing of state vehicles for Inspector use.

VOTING: Poe, yes; Austin, yes; Carter, yes; DeWitt, yes; Saxton, yes; Webb, yes and Young, yes.
Motion passed.

b) Budget Commiyttee – Freda Poe, Chair – Meeting Report

Ms. Poe stated that the committee met in the morning and discussed next year's budget. She stated that the budget was increased by approximately \$90,000. She stated that this would allow for the replacement of CPU's, 3% salary increase for staff based upon performance, travel for Inspector's to attend the CLEAR conference and other travel. She also stated that each line was increased at least 5% or more for inflation. There was a question about information and figures provided to the Board. The Board agreed to continue discussion after Ms. Ross researches the information and figures.

Note: The Board will consider the full budget for approval based upon the committee's recommendation at the July 13, 2009 Board meeting.

OPPORTUNITY FOR THE BOARD TO RECEIVE PUBLIC COMMENT – EACH SPEKER IS LIMITED TO THREE MINUTES

No public comment was received.

BOARD DISCUSSION AND POSSIBLE ACTION RE: APPROVAL OF MARCH 9, 2009 BOARD MEETING MINUTES

A motion was made by Mr. Young and seconded by Ms. Poe to approve the Board meeting minutes of March 9, 2009.

VOTING: Poe, yes; Austin, yes; Carter, yes; DeWitt, yes; Saxton, yes; Webb, yes; Young.
Motion carried.

BOARD DISCUSSION AND POSSIBLE ACTION RE: APPROVAL OF FY 2009 3rd QUARTER FINANCIAL REPORT

A motion was made by Ms. Poe and seconded by Mr. Carter to approve the FY 2009 3rd Quarter Financial Report.

VOTING: Poe, yes; Austin, yes; Carter, yes; DeWitt, yes; Saxton, yes; Webb, yes; Young.
Motion carried.

DIRECTOR'S REPORT – SHERRY G. LEWELLING

Ms. Lewelling provided members with a written report. The report told about the Board's Sunset Legislation passing, fish pedicure rules passing, working in the field, meeting attendance and the plans to hire a full time Inspector.

INSPECTOR'S REPORT - MICHELLE HUITT-SHOOK

Ms. Huitt-Shook told the Board she was concerned that salons were not being inspected at least two times a year and she felt this could happen when a new Inspector was hired. She stated that it was difficult to keep up in her territory, inspecting in the vacant territory and working in the testing center. Ms. Huitt-Shook stated that Ms. Jackson has been a real asset to the agency as a part time Examiner.

The Board resumed discussion regarding the Budget. Ms. Ross clarified that the figures presented in the Salary Administration Plan showed 5% and 10% based on performance and it did require a \$24,000 increase. Ms. Young and Ms. Poe both stated that they had no problem with allowing for this. Ms. Austin stated that she was concerned that the Board was not putting the money towards a Tulsa Testing Center **in addition** to salary increases because this was a promise to the legislature. She also stated that she would like fine assessment discussed again.

Chair Payne stated that she'd like a meeting of the Tulsa Testing Center and Fine Assessment Committees to meet and report to the Board at the July meeting.

Ms. DeWitt announced that she would not be seeking reappointment to the Board as she was retiring because of a neck injury. She shared with the members how she loved the profession and serving on the Board.

NEW BUSINESS NOT KNOWN OR WHICH COULD NOT HAVE BEEN REASONABLY FORESEEN PRIOR TO POSTING OF MEETING AGENDA – 25 O.S. § 311 (A)(9)

No new business was heard.

BOARD MEETING ADJOURNMENT

Chair Payne announced the meeting to be adjourned.

Gretchen Payne, Chair

Freda Poe, Vice Chair

A. LaFaye Austin

Jerry Kelon Carter II

Carol DeWitt

Loyd Saxton

Janet Dale Webb

Ken Young