

The Oklahoma State Board of Cosmetology met on Monday, July 11, 2011 at 10:00 am at 2401 NW 24th Street, Suite 84 in the Testing Center, Oklahoma City, OK 73107. The following persons were present:

BOARD MEMBERS

Jerry Kelon Carter II, Chair
Freda Poe, Vice Chair
A LaFaye Austin
Bill Helton
Gretchen Payne
Dale Webb

BOARD'S LEGAL ADVISOR

Sandra Balzer, Assistant Attorney General

BOARD STAFF

Sherry G. Lewelling, Executive Director
Jennifer McRee, Principal Assistant
Vicki Middleton, Cosmetology Inspector/Examiner
Patricia Middleton, Cosmetology Inspector/Examiner
Dawn Hyde, Cosmetology Inspector/Examiner

VISITORS

Linda Wiist
Christine Bromine

CALL TO ORDER

Chair Carter 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: Carter, Poe, Austin, Helton, Payne and Webb. (Thomas, Nguyen and Young were not present)

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

No public comment was received.

BOARD DISCUSSION AND POSSIBLE ACTION RE: APPROVAL OF MAY 9, 2011 BOARD MEETING MINUTES

A motion was made by Ms. Webb and seconded by Ms. Poe.
VOTING: Poe, yes; Austin, yes; Helton, yes; Payne, yes; Webb, yes.
Motion passed.

BOARD DISCUSSION AND POSSIBLE ACTION RE: APPROVAL OF 2011 4th QUARTER FINANCIAL REPORT

A motion was made by Ms. Austin and seconded by Ms. Poe.
VOTING: Poe, yes; Austin, yes; Helton, yes; Payne, yes; Webb, yes.
Motion passed.

DIRECTOR'S REPORT – SHERRY G. LEWELLING

Ms. Lewelling provided the Board with a written report. She told about her recommendations for Inspectors to attend the CLEAR training in Pittsburg. She also told of the Task Force created by legislation towards the end of session. She told about the AS400 upgrade to the agency computer system that is underway. She announced that the public school testing is over and thanked the Inspectors/Examiners for the awesome work done. She also announced that the FY2012 Agency Budget was approved.

BOARD COMMITTEE REPORTS

A. LEGISLATIVE AFFAIRS – BILL HELTON, CHAIR

Ms. Helton directed members to the copy of the bill as referenced in Ms. Lewelling's report.

B. TESTING COMMITTEE – A LAFAYE AUSTIN, CHAIR

Ms. Austin provided members with a written report. She told of the visit from NEC members and their recommendations for security and improvements in testing procedures. She stated that she wanted everyone to know that these are recommendations only and that implementation would require full Board support and decision. She stated that Oklahoma has always exercised the highest standards in testing and we have been recognized by other states for this. She also stated the Oklahoma is one of the few states that has it's own testing facilities that test daily.

Chair Carter stated (with no opposition from the Board) that item #8 would be tabled until after Executive Session.

BOARD DISCUSSION AND POSSIBLE ACTION RE: APPROVAL OF INSPECTORS TRAVEL TO ATTEND COUNCIL ON LICENSURE, ENFORCEMENT AND REGULATION (CLEAR) TRAINING IN PITTSBURG, PENNSYLVANIA, SEPTEMBER 5th – 7th, 2011

A motion was made by Ms. Austin and seconded by Ms. Webb to approve travel for Inspectors to attend Council on Licensure, Enforcement and Regulation (CLEAR) Training in Pittsburg, Pennsylvania, September 5th – 7th, 2011.

VOTING: Poe, yes; Austin, yes; Helton, yes; Payne, yes; Webb, yes.

Motion passed.

ELECTION OF FY 2012 BOARD OFFICERS

Chair Carter opened the floor for nominations for Chair.

Ms. Webb nominated Ms. Poe for Board Chair

Ms. Austin seconded the nomination.

Mr. Helton nominated Mr. Carter for Board Chair

Ms. Payne seconded the nomination.

VOTING:

Poe: Poe
Austin: Poe
Helton: Carter
Payne: Carter
Webb: Poe

Chair Carter announced that Ms. Poe was the new Board Chair.

Chair Carter opened the floor for Vice Chair

Ms. Webb nominated Ms. Austin for Vice Chair.
Ms. Poe seconded the nomination.

Mr. Helton nominated Mr. Carter for Vice Chair.
Ms. Payne seconded the nomination.

VOTING:

Poe: Austin
Austin: Austin
Helton: Carter
Payne: Carter
Webb: Austin

PROPOSED EXECUTIVE SESSION FOR CONFIDENTIAL COMMUNICATIONS BETWEEN THE BOARD AND ITS ATTORNEY CONCERNING A PENDING INVESTIGATION REGARDING EXAMINATIONS, PURSUANT TO 25 O.S. 307 (B)(4)

A motion was made by Ms. Webb and seconded by Mr. Helton to enter into Executive session for confidential communications between the Board and its attorney concerning a pending investigation.

VOTING: Poe, yes; Austin, yes; Helton, yes; Payne, yes; Webb, yes.

Motion passed.

Chair Carter asked that he recues himself from Executive Session and discussion regarding this agenda item because of his involvement with NEC.

(The Board continued their meeting in Executive Session)

A motion was made by Ms. Payne and seconded by Ms. Webb to adjourn Executive session and return to regular session.

VOTING: Poe, yes; Austin, yes; Helton, yes; Payne, yes; Webb, yes.

Motion passed.

BOARD DISCUSSION AND POSSIBLE ACTION RE: APPROVAL OF NEW SECURITY METHODS FOR TESTING AS RECOMMENDED BY TESTING COMMITTEE – CAMERA/VIDEO FOR EXAM CABINET AND DISCONTINUING WRITTEN EXAMS IN LANGUAGES OTHER THAN ENGLISH

A motion was made by Ms. Austin and seconded by Ms. Payne that written examination be provided in the English language only.

VOTING: Poe, yes; Austin, yes; Helton, yes; Payne, yes; Webb, yes.

Motion passed.

A motion was made by Ms. Payne and seconded by Ms. Poe to approve a camera/video for the exam cabinet that holds NIC written examinations.

VOTING: Poe, yes; Austin, yes; Helton, yes; Payne, yes; Webb, yes.

Motion passed.

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

No new business was heard.

BOARD MEETING ADJOURNMENT

Chari Carter announced the Board meeting to be adjourned.

A reception was held immediately after the meeting for Sherry Lewelling and her granddaughter Bri Lewelling to celebrate the adoption. Board members and staff were invited to attend. No Board business was discussed.

Jerry Kelon Carter II, Chair

Freda Poe, Vice Chair

A LaFaye Austin

Bill Helton

Gretchen Payne

Janet Dale Webb