

The Oklahoma State Board of Cosmetology met at 10:00 a.m. on Monday, July 13, 2009 at 2401 NW 23rd Street, Suite 84 in the Testing Center, Oklahoma City, OK 73107. The following persons were presents:

BOARD MEMBERS

Gretchen Payne, Chair
Freda Poe, Vice Chair
A LaFaye Austin
Bill Helton
Tony Nguyen
Freda Poe
Loyd Saxton
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
Patricia Migliaccio, Cosmetology Inspector/Examiner
Kimberly Rodney, Cosmetology Inspector/Examiner

VISITORS

Linda Wiist
Brock Melton
Karen Glasco

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, Austin, Helton, Nguyen, Poe, Saxton and Young. Mr. Carter and Ms. Webb were not present.

Chair Payne administered the oath of office to Mr. Bill Helton. She introduced Mr. Helton to the Board and congratulated him on his appointment.

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

No formal requests to speak were received

BOARD DISCUSSION AND POSSIBLE ACTION RE: APPROVAL OF MAY 11, 2009

A motion was made by Mr. Young and seconded by Ms. Poe to approve the Board meeting minutes of May 11, 2009.

VOTING: Poe, yes; Austin, yes; Nguyen, yes; Saxton, yes; Young, yes.

Motion carried.

BOARD DISCUSSION AND POSSIBLE ACTION RE: APPROVAL OF FY 2009 4th QUARTER FINANCIAL STATEMENT

A motion was made by Ms. Poe and seconded by Mr. Nguyen to approve the FY 2009 4th Quarter Financial Statement.

VOTING: Poe, yes; Austin, yes; Helton, yes; Nguyen, yes; Saxton, yes; Young, yes.

Motion carried.

BUDGET COMMITTEE MEETING REPORTS – FREDA POE, CHAIR – REPORT FROM LAST MEETING AND COMMITTEE RECOMMENDATION

Ms. Poe reported that the Committee met in the morning and reviewed the reports and it showed there are positives in the numbers and there is now a small cushion showing for emergency. She also stated that the Committee had reviewed the Budget submitted to State Finance that has not been approved yet.

BOARD DISCUSSION AND POSSIBLE ACTION RE: APPROVAL OF FY 2010 BUDGET

Mr. Young made a motion seconded by Ms. Poe to approve the FY 2010 Budget. Ms. Balzer stated she had concerns regarding the practice of submitting the Budget to State Finance prior to the full Board vote to approve even if the Budget Committee had approved it prior to submittance. She requested that this practice be reviewed.

VOTING: Poe, yes; Austin, yes; Helton, yes; Nguyen, yes; Saxton, yes; Young, yes.

Motion carried.

FINE ASSESSMENT COMMITTEE MEETING REPORT - KEN YOUNG

Mr. Young stated that the Committee met in the morning and began working on a draft of the language to identify the areas for authority to be specific to people practicing without a license and to persons employing people without a license. He also stated that the Committee would be prepared to submit something in writing to the Board for further consideration at the September meeting.

Ms. Austin stated that she feels strongly that this Board should look at fines for sanitation and disinfection also.

BOARD DISCUSSION AND POSSIBLE ACTION RE: APPROVAL OF SALON LASERS – KEN YOUNG

Mr. Young provided the Board with written material from a company that states their laser is safe for use in salons. He stated he understands the Board cannot endorse a single product but would like the Board to consider safe use of lasers. He will have more information to share with the Board at the next Board meeting for consideration.

DIRECTOR'S REPORT – SHERRY LEWELLING

Ms. Lewelling provided the Board with a written report. She introduced the two new Inspectors, Patricia Migliaccio and Kimberly Rodney, updated the Board on vehicles that have been ordered, online renewal progress and the request from the Board to utilize the website to disseminate information rather than sending out a costly newsletter. She also talked about the progress being made regarding obtaining an HB 1804 affidavit on all licensed individuals and all efforts currently being made to get this done. Ms. Balzer expressed some concerns and will get with Ms. Lewelling and staff this week to review the processes. Ms. Lewelling told the Board of her goals with the use of the new website and received favorable feedback from Board members.

BOARD DISCUSSION AND POSSIBLE ACTION RE: DISCONTINUING NEWSLETTER AND ADDING DIRECTOR'S PAGE ON WEBSITE

A motion was made by Ms. Poe and seconded by Ms. Austin to discontinuing sending out the newsletter and utilizing the Director's Page on the website to disseminate information.

VOTING: Poe, yes; Austin, yes; Helton, yes; Nguyen, yes; Saxton, yes; Young, yes.
Motion carried.

BOARD DISCUSSION AND POSSIBLE ACTION RE: APPROVAL OF DELEGATES TO ATTEND THE ANNUAL NIC CONFERENCE SEPTEMBER 26-29, 2009 IN MYRTLE BEACH, SC

The following persons expressed an interested in attending the conference: Mr. Helton, Ms. Poe, Ms. Payne, Ms. Lewelling, Mr. Nguyen, and Mr. Saxton. Ms. Austin stated that she would be attending as an officer of NIC and they would be taking care of her expenses. Mr. Young stated that Mr. Carter had expressed an interest to him in attending also.

A motion was made by Ms. Poe and seconded by Ms. Austin to approve delegates to attend the Annual NIC Conference September 26-29, 2009 in Myrtle Beach, SC.

VOTING: Poe, yes; Austin, yes; Helton, yes; Nguyen, yes; Saxton, yes; Young, yes.
Motion carried.

BOARD DISCUSSION AND POSSIBLE ACTION RE: APPROVAL OF DIRECTOR AND INSPECTORS TO ATTEND THE CLEAR CONFERENCE, SEPTEMBER 10-12, 2009 IN DENVER, CO

A motion was made by Ms. Poe and seconded by Mr. Helton to approve that Ms. Lewelling and Inspectors attend the CLEAR Conference September 10-12, 2009 in Denver, CO.

VOTING: Poe, yes; Austin, yes; Helton, yes; Nguyen, yes; Saxton, yes; Young, yes.
Motion carried.

ELECTION OF OFFICERS

Chair Payne called for nominations for Chair.

Ms. Poe nominated Ms. Payne for Chair
Ms. Austin seconded the nomination.

Ms. Payne accepted the nomination for Chair.

Chair Payne called for further nominations and hearing none called for the vote.

VOTING: Poe, yes; Austin, yes; Helton, yes; Nguyen, yes; Saxton, yes; Young, yes.
Motion carried.

Chair Payne was elected Chair for 2009-10.

Chair Payne called for nominations for Vice Chair.

Ms. Austin nominated Mr. Saxton for Vice Chair.
Ms. Poe seconded the nomination.

Mr. Saxton accepted the nomination for Vice Chair

Chair Payne called for further nominations and hearing none called for the vote.

VOTING: Poe, yes; Austin, yes; Helton, yes; Nguyen, yes; Saxton, yes; Young, yes.
Motion carried.

Mr. Saxton was elected Vice Chair for 2009-10.

**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.

Mr. Young stated he'd like to discuss testing fees and the possibility of raising them with Ms. Balzer and present this information on the September agenda for Board consideration.

Mr. Young also stated that since funds are now more readily available for education for Board members and staff to attend conferences, that it is important the Ms. McRee attend a NACCAS conference because she has not attended one for at least five years and the information shared at these conferences directly relates to her job duties. He stated that he believes it is important that we keep staff educated and updated to be effective in their jobs. He further stated that this needs to be on a future agenda for the Board to vote on and consider approval for.

BOARD MEETING ADJOURNMENT

Chair Payne declared the meeting to be adjourned.

Note: Board Members, staff and visitors participated in a “meet and greet” and enjoyed refreshments after the Board meeting. This was a social gathering only. No Board business was discussed. It was an opportunity for everyone to meet the new Board member Bill Helton and two new Inspectors, Patricia Migliaccio and Kimberly Rodney.