

MINUTES OF MEETING  
Kansas Board of Cosmetology

**May 11, 2015**

The Kansas Board of Cosmetology held a meeting on Monday, May 11, 2015 at 9:30 a.m. at the Board office at 714 S.W. Jackson Street, Suite 100, Topeka, Kansas. Minutes were recorded by the Board Secretary.

**Board Members Present:**

David Yocum, Chairperson  
Roger Holmes, Vice Chairperson  
Tina Burgardt, Member  
Kimberley Holm, Member  
Kathryn Skepnek, Member

**Staff Present:**

Chiquita Coggs, Executive Director  
Laurel Lowrie, Legal Assistant  
Ms. Gloeckner, Board Secretary  
Debbie Uhl, Administrative Officer  
Jessica Laughlin, Inspector/Investigator

**Board Legal Counsel Present:**

Athena Andaya, General Counsel

**Public Comment**

Jasmine and Bobby Love came to speak to the Board about their experience regarding B-Street Overland Park. They shared that Jasmine was not appropriately accommodated at B-Street for her learning disabilities and now cannot pass exams.

Lauren Villines spoke to the Board regarding the need for changes in the law with out of state licensing

**Call to Order**

Mr. Holmes, Vice Chair, called the meeting to order at 10:08 a.m.

**Agenda Addition**

Motion to add Lauren Villines to the agenda, at the top (Holm/Burgardt).

Comment: Ms. Burgardt commented that she has been through this process when getting licensed in CO.

Motion passed unanimously.

Motion that the Board write a letter to Bellus Academy requesting that Ms. Villines be accommodated (Holm/Burgardt). Motion passed unanimously.

Motion to add Hays Academy regarding location of hand washing sinks in the work area to agenda (Burgardt/Holm). Motion passed unanimously.

Motion to approve the agenda with the stated changes (Holm/Burgardt). Motion passed unanimously.

#### **Approval of the April 27, 2015 Board minutes**

Motion to approve the April 27, 2015 Board minutes (Burgardt/Holm). Motion passed unanimously.

#### **Budget Report**

Ms. Uhl presented the budget report to the Board.

Motion to approve the budget as reported (Holm/Burgardt). Motion passed unanimously

#### **Director Report**

Ms. Coggs reported the following:

- The customer service survey will be going out again before the end of the fiscal year 2015
- The Bill pertaining to state employees being permitted to move from classified to unclassified has passed. It will become effective July 1<sup>st</sup> of this year.
- Statue changes or Board process for removal of Board members is needed for KBOC. Ms. Andaya offered to compose a memo for the Board regarding the current proceedings on removing Board members.
- Ms. Coggs asked the Board to please respond to the questions sent out regarding what information the Board members would like from her on a regular basis.

Motion to take a 15 minute break 10:46am (Burgardt/Yocum) Motion passed unanimously.

Meeting called to order by Mr. Holms, Vice Chair, 11:00am

Motion to change agenda order to Trendsetters and Instructor CE (continuing education) being next (Holm/Burgardt). Motion passed unanimously.

#### **Trendsetters School Application**

Motion to approve the Trendsetters school application for new location (Burgardt/Holm) Motion passed unanimously.

#### **CE credit for Ergometrics School Seminar**

Motion to approve three hours teaching skills in methodology CE credit for instructors that attended the Ergometrics school seminar (Burgardt/Holm). Motion passed unanimously.

### **New State Inspector**

Jessica Laughlin, the new State Board inspector was introduced to the Board.

### **EOQ (Employee of the Quarter)**

Ms. Andaya explained her concerns regarding the given criteria for EOQ.

Ms. Coggs explained what she understands the EOQ program to be according to the Department of Administration.

### **Department Report Enforcement**

Ms. Lowrie gave Board information on the following:

- Board Retreat
- New inspector
- Inspector manual
- Travel audit and travel budget
- Inspector Travel policy

### **Salons and Nursing Homes**

Ms. Andaya reviewed the following questions with the Board:

#### **Question 1:**

Does a facility of cosmetology have to be licensed within licensed nursing homes or adult care homes?

Ms. Andaya stated that according to the Attorney general opinion 74353, KBOC must license but cannot enforce the regulations.

#### **Question 2:**

Where can a licensed cosmetologist practice?

Ms. Andaya answered that they may practice in a licensed facility.

### **Board Policy on Handling Staff Complaints**

Ms. Andaya talked to the Board about the email that was sent with an outline of suggestions that needs to be responded to.

Mr. Yocum and Mr. Holmes stated that they will draft a policy and send it to the Board members for review prior to the next Board meeting.

### **Tattoo Magazine Request**

Ms. Coggs reported that the Board received an offer to buy a page in a Body Art magazine and the offer was declined.

### **Hays Academy location of hand washing sinks in the work area**

Ms. Lowrie reported to the Board regarding the situation involving the sinks in the work areas at Hays Academy, and requested that the board make a decision in regards to interpretation in how that law applies to the specific situation.

Motion to allow Hays Academy to have the hand washing sinks near the work area not in the work area (Holm/Burgardt). Motion passed unanimously.

**Reciprocity**

Ms. Coggs expressed concern that the Board move forward with creating better reciprocity guidelines and the Board discussed different views on the issue.

Ms. Lowrie offered to gather information on other states for the Board's review for the July meeting.

Mr. Holmes asked if Ms. Lowrie would also compose some different draft documents to look at as well.

**MOU (Memorandum of Understanding)**

Ms. Lowrie explained that the Kansas Board of Barbering (KBOB) does not agree with some of the criteria in the MOU. Mr. Holmes requested that this item be tabled until the board is able to fully review the KBOB comments and suggestions.

**Adjournment**

Motion to adjourn the meeting 11:55 a.m. (Holm/Burgardt). Motion passed unanimously.