

MINUTES OF MEETING
Kansas Board of Cosmetology

September 14, 2015

The Kansas Board of Cosmetology held a Board meeting on Monday, September 14, 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, Chair
Roger Holmes, Vice Chairperson
Matthew Goss, Member
Glenda Chappell, Member
Tina Burgardt, Member
Kimberly 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

Ava Fiene, Inspector
Diane Pottberg, Inspector
Wendy Flowers, Inspector
Brian Tice, Inspector

Board Legal Counsel Present:

Athena Andaya, General Counsel
Lisa Mendoza, Litigation Counsel

Public Comment

Ms. Williams, Advisor from Marinello, spoke to the Board about the need and the benefits to being able to transfer a student's hours completed in a barbering program to a cosmetology program.

Call to Order

Mr. Yocum, Chair, called the meeting to order at 9:36 a.m.

Agenda Addition/Deletions

Motion to add the following items to the agenda:

1. Executive Session
2. Tattoo Equipment
3. Demonstration Permits
4. Open Records Policy

(Holm/Chappell). Motion passed unanimously.

Approval of the prior Board minutes

Motion to approve the August 10 and August 26, 2015 Board minutes (Burgardt/Holm). Motion passed unanimously.

Budget Report

The Budget report was provided in the Board packet. Board members had no comments.

Director's Report

Ms. Coggs reported to the Board that the Kansas Board of Cosmetology received first place in the NIC newsletter contest and initiated staff and Board member introductions.

Executive Session 9:53 am

I move that the Board recess into Executive Session for consultation with our legal counsel, Athena Andaya, Deputy Attorney General and Lisa Mendoza, Assistant Attorney General on Board Policy involving potential litigation protected by attorney client privilege for one hour to reconvene at 10:50 am. (Chappell/Burgardt).

I move to amend the motion to include that members will be called in from the following client group; Chiquita Coggs, Laurel Lowrie, Brian Tice, Wendy Flowers, Jessica Laughlin, Diane Pottberg, and Ava Fiene to aid the Board in discussing the inspector program. (Chappell/Burgardt). Motion passed unanimously.

Call to Order

Mr. Yocum, Chair, called the meeting back to order at 10:55 am

Recess

Motion to recess for 10 minutes (Burgardt/Chappell). Motion passed unanimously.

Call to Order

Mr. Yocum, Chair, called the meeting back to order at 11:07 am

Lunch

Motion to recess for lunch for 30 minutes (Holm/Chappell). Motion passed unanimously.

Call to Order

Mr. Yocum, Chair, called the meeting to order at 12:32 pm

Personnel Actions;

Ms. Coggs informed the Board that there is currently two positions open with the Board that will be posted.

Ms. Coggs informed the Board that she has put in a request to start the process of updating the name of the Board to be more inclusive to all the professions the Board licenses.

Department Reports

Ms. Lowrie reported recent complaints, discipline, and the public hearing.

Ms. Gloeckner reported updates to forms and applications and recorded Board requests for monthly reporting regarding licensing.

Board Direction for Inspectors

The Board reviewed with inspectors what is expected while inspecting facilities and inspectors provided feedback about what updates and changes may be needed.

New Business

Accepting barber hours towards cosmetology training

Motion to allow transfer of hours from barbering to cosmetology using the cosmetology transfer of hours form (Chappell/Holm). Motion passed unanimously.

NIC Conference Report

Ms. Burgardt reported to the Board about her recent experience in attending the NIC conference.

Recess

Motion to recess for 10 minutes (Holm/Skepnek). Motion passed unanimously

Call to Order

Mr. Yocum, Chair, called the meeting back to order at 2:01 pm

Hanh Reed-Denial of Apprentice Hours

Motion to approve the apprentice hours (Holmes/Goss). Motion passed by majority. Nay, Holm.

CEA 2015 CE Request

Motion to approve KS Instructors showing verification of attending the CEA 2015 for 15 hours teaching skills and methodology (Holm/Skepnek). Motion passed unanimously.

Tattoo Equipment

Mr. Goss talked to the Board about his concerns regarding the ability to buy tattoo equipment in KS without having a practitioner license.

Demonstration Permits

Mr. Goss talked to the Board about the need for demonstrations permits across all professions the Board licenses.

Open Records

Mr. Goss expressed his concern about information being obtained about individuals reporting unlicensed practice and listings of licensees contact information being provided by the Board through the Board's current open records policy.

Recess

Motion to recess for five minutes (Chappell/Skepnek). Motion passed unanimously.

Call to Order

Mr. Yocum, Chair, called the meeting back to order at 3:27 pm

Old Business

Tanning Facilities- Hot Beds

Motion to cease printing warning letters or having inspectors measure the temperatures of the beds during inspections (Burgardt/Chappell). Motion passed unanimously.

Public Awareness Campaign

Mr. Yocum reported to the Board that he is currently working on completing the first 3-5 minute public awareness campaign video.

Motion to approve the public awareness brochures and to have staff update them as needed (Burgardt/Goss). Motion passed unanimously.

New School Application: Competency Testing

This item was tabled until the next Board meeting.

Adjournment

Motion to adjourn the meeting 4:15 pm. (Burgardt/Chappell). Motion passed unanimously.