Open Session Meeting Minutes

Call To Order:
The meeting was called to order at 10:30 a.m. by Kimberly Page, Chairperson.

Roll Call:

MEMBERS PRESENT:
Kimberly Page, Licensed Cosmetologist
Dana Atkins, Licensed Cosmetologist and Electrologist
Richard Sheriff, Licensed Cosmetologist
Mary Clausen, Licensed Cosmetologist
Nicole Schultz, Public Member
Rick Mosley, Licensed Cosmetologist
Don Nguyen, Public Member

STAFF PRESENT:
Susan Reynolds, Board Executive
Barb Christiansen, Administrative Assistant
Barb Huey, Bureau Chief
Rosemary Bonanno, Licensure Specialist
Dave VanCompernolle, Assistant Attorney General

PUBLIC PRESENT:
Kent Hartwig, ICSA Lobbyist
Julie Mead, EQ School of Hair Design, Council Bluffs
Linda Ring, EQ School of Hair Design, Council Bluffs
Deb Erickson, Aveda Institute, West Des Moines
Sue Koontz, CBI/ICE
Bonnie Renda, President, CBI
Cynthia Hummel, La’James International College, Johnston
Lois Leytem, Capri College, Dubuque
Review Agenda:

Approval of Minutes:
A motion was made by Atkins to approve the conference call meeting minutes of June 18, 2012. A second was received from Sheriff. All ayes, opposed none, motion carried.

A motion was made by Atkins to approve the meeting minutes of July 9, 2012. A second was received from Schultz. All ayes, opposed none, motion carried.

A motion was made by Atkins to approve the meeting minutes of August 27, 2012. A second was received from Nguyen. All ayes, opposed none, motion carried.

Public Comment:
Sue Koontz, CBI/ICE - Ms. Koontz would like to be able to offer the Iowa law course to cosmetologists and barbers during the same continuing education session. The Barber Board requires one hour of Iowa law. Sanitation requirements for barbers are distinctively different from cosmetologists. The board executive will place the issue on the next barber agenda for discussion.

Reports:
Chair: Richard Sheriff reported on the 2012 NIC Conference in Salt Lake City. Topics included inspections, investigations and state legislation. Sheriff feels the state of Iowa needs to conduct more inspections of salons. Protection of the public will be enhanced if there are more inspections. Hybrid learning needs to be researched and changes made to stay on the cutting edge of technology. Sheriff encouraged all members of the board to attend future conferences.

Board Executive: Reynolds reported the receipt of another incident report from a PSI testing site. The proctor apprehended a pen that contained a camera with a USB port from one of the applicants. The applicant will not be allowed to re-test for one year.

Reynolds attended the SalonCentric Fall Expo in Council Bluffs. Because of the attendance numbers, registration and check-in took longer than expected and many were unable to take part in the early morning session on Iowa law. The board executive voiced her concerns to Beth Weinstein, show director. Weinstein stated SalonCentric would be adopting a new procedure to facilitate the registration process. Licensees will be issued a badge prior to the conference with their information.
embedded. It will also be used to electronically track their continuing education credits. Board executive also expressed concerns with the presenter and her knowledge of Iowa law.

Board members were asked if they were still having problems with secure mail. The board requested that specific file names are used when sending complaints instead of numbers.

Barb Huey – no report

**New Business:**
Conference Call With PSI Representatives - Alicia Allegrini and Alon Schwartz:
Conference call was scheduled to discuss the possibility of offering more test sites to students in Iowa. PSI staff answered questions from the board regarding nationwide exam availability and also availability of bordering states and what process would be involved in utilizing testing sites outside of Iowa. PSI staff provided a spreadsheet to members showing a sample of states open for Iowa students to test. These sites would be notified by PSI after board approval and scheduling could begin as soon as possible. PSI would implement the same process for out of state testing as it does for in state testing. There would be no increase in exam fees for testing outside of Iowa. Incident reports during testing from any state would be sent directly to the jurisdiction of the test taker. Rosemary Bonanno asked about the length of time in receiving test results. PSI assured the process would remain the same as it is now. More test sites need to be open in Iowa and specifically in the Sioux City area. PSI will check into adding additional sites and test days in the Sioux City, Dubuque, and Council Bluffs area. PSI’s goal is that no candidate waits longer then a few days to get an appointment to test. PSI will review the Dubuque test site problems with scheduling brought to their attention by Capri College representative. Page suggested the board discuss this issue further before a decision is made. Board members concurred.

ADA Process: Reports were received from the West Des Moines and Ankeny testing sites of problems scheduling competent readers for test takers and occasions when readers did not show up to assist test takers. PSI staff will research these two incidents and notify the board of their findings.

Discussion on test sites will be placed on the next board agenda. Schools will be sent the spreadsheet from PSI showing the current availability of sites.
Old Business:
Florida Schools - QH Beauty School and Academy of Health and Beauty received “provisional approval” of their annual license from Florida’s Department of Education. These two schools are scheduled to meet again with FDOE representatives in January 2013 to determine their licensing status. AAG VanCompernolle suggested taking each application from these schools on a case by case basis until action is taken by the Florida DOE in January. He recommended caution in deny these applications. He would rather table the 45 pending applications until such time Florida decides the schools licensure status. Board members agreed. Reynolds will draft a letter to the schools that approval of applications will be held until the review of their licensure status is complete.

A motion was made by Clausen to hold all applications from QH Beauty School and Academy of Health and Beauty until the state of Florida makes a final determination on their licensure status. A second was received from Nguyen. All ayes, opposed none, motion carried.

Committee Reports:
The Education Committee met at the La’James campus in Johnston to watch a distance education and on-line training video. The committee is in the process of developing recommendations on interactive webinar classes for continuing education. The committee still needs to determine the number of hours and definition of a webinar class.

Applications:
Sok Oum Or – nail technology license: Application will be tabled until licensure status of the Florida school is confirmed.

Angel Nhu Hanh Nguyen – Esthetics License: Application will be tabled until licensure status of the Florida school is confirmed.

Tanisha Ransey – cosmetology reactivation: Applicant is on criminal probation until 2016. Board executive spoke with Ransey’s parole officer who stated she is following the rules of her probation as instructed.
A motion was made by Page to reinstate her license under a Consent Order to run concurrently with her criminal probation. A second was received from Atkins. All ayes, opposed none, motion carried.

Closed Session:
A motion was made by Atkins to enter into closed session at 12:17 p.m. to discuss confidential material related to applications and complaints according to Iowa Code Chapter 21.5(1) (a), (d) & (f). A second was received by Sheriff. Roll call taken.
Atkins – aye
Page – aye
Mosley – aye
Nguyen – aye
Schultz – aye
Clausen – aye
Sheriff – aye
Motion carried.

Board returned to open session at 2:56 p.m. and took the following action on closed session discussion:

A motion was made by Page to close the following cases: CO 10-028, CO 10-067, CO 12-048, and CO 12-057. A second was received from Schultz. All ayes, opposed none, motion carried.

Next Meetings:
Rules committee will meet directly after adjournment of the board meeting. Board executive will schedule an education committee meeting and notify members. The next full board meeting will be October 29th, at 10:30 a.m., discipline and rules will also meet before and after this meeting.

Adjournment:
A motion was made by Page to adjourn the meeting at 3:10 p.m. A second was received from Atkins. All ayes, opposed none, motion carried.