Call to Order:
The meeting was called to order by Vice-Chair Richard Sheriff at 8:02 a.m.

Roll Call:

MEMBERS PRESENT:
Lois Leytem, Licensed Cosmetologist (joined conference call at 8:20 a.m.)
Richard Sheriff, Licensed Cosmetologist
Mary Clausen, Licensed Cosmetologist
Jacquelyn Hein, Licensed Electrologist and Cosmetologist
Nicole Russell, Public Member

MEMBERS ABSENT:
Jeffrey Porter, Licensed Cosmetologist
Don Nguyen, Public Member

STAFF PRESENT:
Susan Reynolds, Board Executive
Barb Huey, Bureau Chief
Barb Christiansen, Administrative Assistant

PUBLIC PRESENT:
No public present.

Administrative Rules:
Adoption of New Chapter 20 “Military Service and Veteran Reciprocity” Iowa Administrative Code: The board was advised no comments were received during the
public hearing held November 4\textsuperscript{th} and no additional editing was done prior to publication.

A motion was made by Clausen to approve the adoption of ARC 1668C – Chapter 20, Military Service and Veteran Reciprocity rules. A second was received from Sheriff. All ayes, opposed none, motion carried.


**Old Business:**
School Inspections: The board was presented with four options for school inspections. First option was to use DIA to perform inspections. DIA already informed the board they don’t have the staff to conduct the inspections. Second option was to use temporary/emergency personnel that could be approved for up to 780 hours. Third option was retaining a contractor through a service agreement. Fourth option was to allow the board to continue with inspections.

Russell felt a neutral party should do the inspections. Hein felt they should be unannounced inspections and to allow a longer time span to get them done. Leytem said she would recuse herself. Sheriff and Clausen were adamant that board members should continue doing the inspections. It was agreed to table the discussion and place it on the January agenda.

**Adjournment:**
A motion was made by Leytem to adjourn the meeting at 8:35 a.m. A seconded was received from Sheriff. All ayes, opposed none, motion carried.