Call to Order/Introductions:
The meeting was called to order at 10:35 a.m. by Chairperson Kimberly Page.

Roll Call:

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

STAFF PRESENT:
Susan Reynolds, Board Executive
Barb Huey, Bureau Chief
Dave Van Compernolle, AAG
Barb Christiansen, Administrative Assistant

PUBLIC PRESENT:
Julie Mead, EQ School of Hair Design, Council Bluffs
Linda Ring, EQ School of Hair Design, Council Bluffs
Cindy Hummel, La’James International College, Johnston
Angela Koch, Cosmetology and Barbers of Iowa
Bonnie Renda, Cosmetology and Barbers of Iowa
Meggan Dobson, Capri College, Dubuque
Lois Leytem, Capri College, Dubuque
Chris Fiegen, Capri College, Cedar Rapids
Kent Hartwig, ICSA Lobbyist, Advocacy Strategies

**Review Agenda:**

**Approval of Open Session Minutes:**
A motion was made by Atkins to approve the open session meeting minutes from September 9, 2013. A second was received from Mosley. All ayes, opposed none, motion carried.

A motion was made by Mosley to approve the open session meeting minutes from October 7, 2013. A second was received from Sheriff. All ayes, opposed none, motion carried.

A motion was made by Atkins to approve the open session meeting minutes from November 25, 2013. A second was received from Nguyen. All ayes, opposed none, motion carried.

**Public Comment:**
No public comment received.

**Reports:**
Chair: No report.

AAG: No report.

Board Executive: Susan Reynolds distributed the school roster and requested the schools to review their contact information before inspections begin.

Bureau Chief: Barb Huey reported on legislation: House File 2015 establishes a legislative interim committee to study professional licensing. The committee is composed of 5 members of the house and 5 members of the senate. They will review the effects licensure has on economic impact, continuing education requirements and regulation. Huey stated the committee will look at all boards administered under the Department of Public Health. The committee will present an analysis of their findings which could cause changes in the licensing programs.

Study Bill 3098 Home Based Iowa Act: This bill would give veterans and their spouse’s preferences for licensure using different licensing criteria and involve translating
military experience to satisfy licensure requirements. Administrative rules would need to be updated if the bill is enacted.

Study Bill 3014: changes inspection language in the cosmetology and barber statute from “shall” to “may”. This code change was included in the Department’s Omnibus bill.

Fiscal Year 2013 Cost Analysis Report: The cosmetology financial report for 2013 was presented. The Amanda software system is up and running. Board members were encouraged to go out and take a look at the new process. Board access will be available and will replace secure mail. The new URL address is: IBPLicense.iowa.gov.

Old Business:
Activation of PSI Test Site – Davenport: It was reported that PSI representative JoAnn Wingate has a verbal consent from Sylvan Learning Center in Davenport to provide computer based testing around February 15, 2014. PSI will keep the board office apprised of the situation.

Face-Shave Dermaplaning Procedure - Sarah Sahl, PCI Academy, Ames: The PCI representative was not in attendance to give a demonstration to members on the procedure. It was the board’s conclusion by administrative rule that only barbers are allowed to use a razor.

New Business:
Parameters of Chemical Peels - Sarah Sahl, PCI Academy, Ames: The PCI representative wanted to know what parameters a practitioner should follow in performing chemical peels. Only a light peel, or the top epidural of skin can be affected in a chemical peel procedure performed by a cosmetologist or an esthetician licensed under Iowa Code 157. The code and rules as well as Milady’s procedures were reviewed. The administrative rules as written are vague and may need more definition.

Applications and Waivers:
Petitioner Rebeka Berstler requested the Board to waive IAC 61.23 that prohibits classrooms usage for other educational purposes. The criteria for a waiver under IAC 18.4 were reviewed. The petitioner needs to bring forth information in their application to meet the requirements outlined in the administrative code.
Atkins said we need to open a door for an electrology school. She recommended the application be tabled. Atkins wants the opportunity in rules or in this meeting to visit more with the schools on what they feel would be a positive way to move forward to get an electrology school. She feels the state needs an electrology school. The petitioner stepped forward because people came to her and asked her to teach electrology. She is a licensed instructor and has been teaching continuing education on electrology for many years. Somewhere the state of Iowa needs to find an avenue for students to develop a career in electrology. We need to move forward, by talking to either a La’James or a Capri to open a door to provide this kind of education instead of students going to Minnesota or someplace else for training. If we are going to offer this in Iowa, we need to provide the education for it. There are currently 32 licensed electrologists in the state. Atkins stated her chair is always busy 60 percent of the time with clients who want electrology services. There is a need for electrology and it needs to be opened again. Electrology over the years has taken a back seat to laser procedures but there has been resurgence in its popularity.

A motion to deny waiver was made by Page due to the application being incomplete and does not show hardship. A second was received from Sheriff. 6 ayes, 1 opposed (Atkins), motion carried.

La’James International College, Cedar Rapids Campus: A revised floor plan was submitted.

A motion to approve the application was made by Sheriff. A second was received from Mosley. All ayes, opposed none, motion carried.

Modern Nails, Cedar Falls, change in ownership: The application had a discrepancy in the birth date of an employee. Numerous attempts were made to contact the owner at the number listed on the application. The owner’s son contacted the board office and clarified the outstanding issues. The new owner has no prior discipline.

A motion to approve the change in ownership was made by Nguyen. A second was received from Russell. 3 ayes (Russell/Sheriff/Nguyen); 3 opposed (Mosley/Atkins/Clausen); 1 abstain (Page). Motion does not carry.

The board will discuss the application further in closed session.
Page moved the board go into closed session at 11:53 a.m. to discuss whether to initiate licensee disciplinary investigations or proceedings as allowed under Iowa Code section 21.5(1)(d) and to discuss records that are required to be kept confidential as allowed under Iowa Code section 21.5(1)(a). A second was received from Clausen. Roll call was taken. Page – Aye
Atkins – Aye
Russell – Aye
Nguyen – Aye
Sheriff – Aye
Clausen – Aye
Mosley – Aye
Motion carried.

The board returned to open session at 12:41 p.m.

Closed Session Follow Up:
A motion was made by Sheriff to accept the dismissals of the following case: #11-074, #11-098, #11-105, and #11-162. A second was received from Page. All ayes, opposed none, motion carried.

A motion was made by Sheriff to close case #13-024. A second was received from Russell. All ayes, opposed none, motion carried.

A motion was made by Sheriff to accept the settlements and final orders for the following cases: #11-157, #11-160, #11-178, #12-028, #12-046, and #12-055. A second was received from Russell. All ayes, opposed none, motion carried.

A motion was made by Sheriff to approve a Combined Settlement Agreement and Final Order for cases #11-197, #13-027 and #10-070. A second was received from Atkins. All ayes, opposed none, motion carried.

A motion was made by Page to approve the closed session meeting minutes from September 9, 2013, October 7, 2013, and November 25, 2013. A second was received from Atkins. All ayes, opposed none, motion carried.
A motion was made by Nguyen to approve the application for a change in ownership to Modern Nails. A second was received from Russell. Ayes -5, Opposed – 2, motion carried.

Rules committee meeting will be held on February 17, 2014, at 9:00 a.m., in conference room #517 in the Lucas Bldg.

The next board meeting will be held March 31, 2014. Board will be notified when a location has been secured. The discipline committee will meet at 9:00 a.m.; board meeting will begin at 10:30 a.m.

The La’James hearing is scheduled for April 7, 2014.

A motion was made by Page to adjourn the meeting at 12:51 p.m. A second was received from Atkins. All ayes, opposed none, motion carried.