

WYOMING BOARD OF COSMETOLOGY
BOARD MEETING
May 4, 2015

Location: Parkway Plaza
Senate Room
Casper, Wyoming

Time: 9:00 a.m.

Call to order

President Dennis Schildhauer called to order the regular meeting at 9:01 on May 4, 2015 at Parkway Plaza Senate Room, Casper, Wyoming.

I. Roll call:

Tregay Chesser conducted roll call determining there was a quorum. The following persons were present: President Dennis Schildhauer, Secretary, Pinky Chesser, Board members, Jalaenna Ellis and Wendy Gray. Vice President, Brenda Schwartzkopf attended by conference call. Also in attendance were Betty Abernethy Executive Director, Matt Cisneros, staff inspector, and Mackenzie Williams, Senior Assistant Attorney General, Brigett Rogers and Brenda Stringham representing B&B Hair and Nails in Riverton.

II. Deviation from the Agenda: Motion was made by Wendy Gray, to deviate from the agenda if necessary, seconded by Tregay Chesser, motion carried.

III. Agenda Consent List:

- a. Meeting minutes from January 12, 2015 Board meeting
- b. Personal license renewal and new applications through April 2015
- c. Salon license renewal and new applications – Expiration date of 12/31/15
- d. School renewal and new applications – Expiration 8/31/15
- e. Independent Contractor Renewal and New application – Expiration 8/31/15

The motion was made by Jalaenna Ellis, Seconded by Wendy Gray to approve the consent list, motion carried.

IV. Executive Director Report:

- a. Financial Statements – January – April 2015, Betty reported that we are stable but some areas were being hit hard such as travel;
- b. Legislation report – Changes as a result of HB 62 – 2014 Session. Changes effecting the Licensing Boards in general were travel and the uncertainty of the required “periodic” audit and what the scope of the audit is. The Boards are working together to present something to the Legislative Management Council for

clarification. Attached please find a copy of the report submitted to the Legislative Service Office as an update to the effects;

- c. Electronic Remote inspection update – Betty reported that the process for this data base project were underway. There had been a request submitted to the Budget division to escalate one of the projects to make sure that the whole project finishes at the same time as well as the needed hardware, such as iPad's for the implementation of this project. Betty will have an update at the July meeting.

V. Inspection Report: A printed inspection report was provided. Between January 2, 2015 and April 30, 2015 there have been a total of 256 Salon inspections, 310 Independent Contractor inspections and 5 School inspections completed.

VI. Unfinished Business:

- a. Rule Changes – Updates from Board members and Staff were reported. Dennis and Jalainna plan to meet in Cheyenne and work on Chapters 7-8-9 Pinky will try to join them or send in her suggestions. Wendy and Brenda will work on Chapter 4 & 6.
- b. Dennis, Betty, Jalainna and Wendy reported on the Regional Meeting held in Savannah GA. The meeting focused on Software protection for licensing, Esthetics, Cosmetology-Medical field, Standards of Best Practices. Many round table discussions about relevant issue's facing all states.
- c. NIC Annual Conference, The board chose to send 2 additional board members along with Dennis (serving on the NIC Executive Board) as well as Betty. This conference will be held in Missoula, MT. Betty will follow up with the members to see who would be able to attend. The dates for the conference, Administrators meeting and NIC/NEC Board meetings on August 27 & 28, full conference starts on Friday August 28th through Monday August 31.

VII. New Business:

- a. Request from B & B Hair & Nail Co., Riverton – An application to expand the salon to an adjacent building approximately 50 – 75 feet away. Due to lease restrictions they will not be able to relocate to a totally new location for about a year and half. The motion was made by Jailanna, Seconded by Brenda, motion carried to approve. They will notify when the total move to a new location will happen.
- b. Relocation of Swift Beauty Institute – Betty presented the completed application for relocation, the physical inspection has been made by Brenda Mathre and they find that all requirements have been met. The location is in

the same complex, just a different suite. Motion to approve made by Wendy, seconded by Jalainna, motion carried.

- c. Annual meeting resolution. Mackenzie Williams, Assistant Attorney General, clarified that as required in the Wyoming Open Meetings Act, the board must specify a regular meeting in their rules. The easiest way for that to happen would be by “Resolution”. Once the dates for the coming year are secured, a resolution will be made annually at the July meeting if possible. The Board will resolve that their annual meeting for the following year will be on the specific date established. This will prevent a rule change each year for this purpose.

VIII. Executive Session: At 10:00 am the motion was made by Wendy, seconded by Brenda to move into executive session to discuss two disciplinary cases.

- a. Case #BC-15-004
- b. Case #BC-14-002

The Board reconvened at 10:20 a.m. into open session. The motion was made by Brenda to dismiss case # BC-15-002 with an advisory letter, seconded by Jalainna, motion carried.

In regard to case #BC-15-004, the motion was made by Jalainna to accept the settlement agreement, seconded by Wendy, motion carried.

1. With no further business before the Board, the motion was made to adjourn by Brenda, seconded by Tregay, motion carried.

2. Respectfully submitted

3. Tregay “Pinky” Chesser – Secretary Treasurer

4. BA