



OKLAHOMA STATE BOARD OF COSMETOLOGY AND BARBERING

BOARD MEETING MINUTES

March 8, 2021

10:07 a.m.

2401 N W 23rd, Suite 84

Oklahoma City, Ok. 73107

Jeff Sells, Chair - Presiding

1. Call to order

Chair Sells called the meeting to order

2. Roll call

A quorum was established with roll call. The following board members were present.

Jeff Sells, Chair (in person)

Bruce Waight, Sr. Vice Chair (via zoom)

Peggy Avery (in person)

Anthony Baldini (via zoom)

Shelly Callicoat* (via zoom)

Bill Helton (via zoom)

Christie Luther (via zoom)

Christy Mather (via zoom) left meeting at 10:58 am

Greg Mitchell (via zoom)

Note: Thao Nguyen Pham and Erin Pierce were not present on this date.

*Shelly Callicoat was inadvertently left off the agenda, was present via zoom, but was not allowed to vote.

Board Legal Advisor

Jenny Dickson

Board Staff

Sherry Lewelling, Executive Director

John Funderburk Principal Assistant

Janelle Hastings Administrative Assistant

Lauriann LA Gillette, Inspector Coordinator

Donna Glasper, Elaine Klemme, Holli James, Inspector/Examiner

Latonca Dollarson, Examiner

Camisha Green, Student Registrar

VISITORS Linda Wiist, Alexis Blackmon, April Taylor (in person)

Christie Rice, Rachel Adams, Brandy Bahm, Laura Grisso, Krissy Miller, TJ Lehman (via zoom)



OKLAHOMA STATE BOARD OF COSMETOLOGY AND BARBERING

3. This regularly scheduled meeting of the Oklahoma Cosmetology and Barbering Board has been convened in accordance with the Oklahoma Open Meeting Act.

Chair Sells verified that the agenda had been properly posted and agenda-ized.

4. Discussion and Possible Action to Approve or Disapprove Board Meeting Minutes from January 11, 2021 and February 18, 2021

A motion was made by Ms. Mather and seconded by Ms. Luther to approve Board Meeting Minutes from January 11, 2021 and February 18, 2021.

Voting:

Waight, yes; Avery, yes; Baldini, yes; Helton, yes; Luther, yes; Mather, yes; Mitchell, yes;

Motion passed.

5. Discussion and possible action to approve or disapprove budget report (January 1, 2021 to February 28, 2021) – Brandy Bahm, OMES, Agency Business Services

A motion was made by Ms. Mather and seconded by Mr. Helton to approve budget report (January 1, 2021 to February 28, 2021)

Voting:

Waight, yes; Avery, yes; Baldini, yes; Helton, yes; Luther, yes; Mather, yes; Mitchell, yes;

Motion passed.



OKLAHOMA STATE BOARD OF COSMETOLOGY AND BARBERING

6. Public comment- Opportunity for the board to receive public comments. Each speaker is limited to three minutes. Comments must be related to items listed on the agenda.

Linda Wiist, licensed esthetician brought to the Boards attention the difficulty she had when searching the rule book for information pertaining to re-locating a salon.

No other comments were heard.

7. Director's report and possible discussion– Sherry G. Lewelling

Ms. Lewelling was happy to announce that the agency is now once again, fully staffed, with the recent hire of Lori Cutchin in the license department, the license department is now close to being caught up, still somewhat behind on online renewals. Our temporary hire, Dana Matanane, is now taking some phone calls for the license department to help out. Caroline Hagberg has been hired as the new inspector, and is scheduled to start on March 22, 2021. Ms. Lewelling announced she is making plans for the inspectors retreat, scheduled for March 29, 2021 to April 2, 2021 in Broken Bow, OK. This will be a working retreat and they will be training on working in a cost efficient-time efficient manner, training on citations, etc. Ms. Lewelling was looking forward to the bonding time with inspectors.

Ms. Lewelling provided some inspection numbers for January and February 2021, there were 523 actual inspections, 182 attempted inspections, 59 initial inspections, 17 follow up inspections, 17 closures, 14 schools, 31 apprentice inspections, and 2 new schools. Ms. Lewelling thanked Ms. Gillette for putting together this data.

8. Massage Therapy Report – Laura Grisso

Ms. Grisso said the Massage Therapy Advisory Board met last month to discuss legislation, our bill HB 1652 and SB750 which would move Massage Therapy to the Dental board. Neither bill made it out of committee so will not move forward.

She went on to say they FAQ's for the website are still a work in progress.



OKLAHOMA STATE BOARD OF COSMETOLOGY AND BARBERING

9. Discussion and possible action to adopt permanent rules pursuant to 75 O.S. sec. 303. The Notice of Rulemaking Intent for the proposed rules was published in Volume 36, Number 11, of the Oklahoma Register on January 15, 2021. A public hearing was held on February 17, 2021.
- Ch. 10 Licensure of Cosmetologists, Barbers, Schools and Related Establishments
 - Subchapter 3. Licensure of Schools
 - Part 3. Student Registration and Entrance Requirements
 - 10-3-16
 - Part 5. Equipment and Curriculum Requirements
 - 10-3-31, 10-3-37, 10-3-40, 10-3-45,
 - Subchapter 7. Sanitation, Disinfection and Safety Standards for Establishments and Schools
 - 10-7-12
 - Subchapter 9. Licensure of Cosmetologists, Barbs and Related Occupations
 - Part 5. Demonstrators; Cosmetic Studios; Trade Shows; Guest Artists; Wig Dressing; other Practices of Cosmetology and Barbering
 - 10-9-53
 - Subchapter 15. Inspections, Violations and Enforcement
 - 10-15-2
 - Chapter 20. Massage Therapy
 - Subchapter 1. General Provisions
 - Subchapter 9. Standards of Professional Conduct
 - 20-9-3

A motion was made by Ms. Avery and seconded by Ms. Luther to adopt permanent rules pursuant to 75 O.S. sec. 303

Voting:

Waight, yes; Avery, yes; Baldini, yes; Helton, yes; Luther, yes; Mather, yes; Mitchell, yes;

Motion passed.

10. Website Committee Report – Jeff Sells

Chair Sells reported that the website committee met last week and made a ton of progress and all framework is now in place. He went over some of the options that will be available, he also had Ms. Lewelling working on a history page, there also will be an option to sign up for a quarterly newsletter.



OKLAHOMA STATE BOARD OF COSMETOLOGY AND BARBERING

11. Discussion and possible action to approve or disapprove website committee recommendations.

No action was taken on this item.

12. Legislative Committee Report – Jeff Sells

Chair Sells reported that cosmetology's joint bills HB 1807 author Rep. Bennett and SB212 author Sen. Garvin, we are going to see a couple of addendums to that because there was some editing issues that we need to correct, Sen. Garvin will be making those adjustments. Ms. Lewelling said that she and Bruce attended the house committee where the bill was read and it did pass committee and is now on the floor. She and Bruce also attended the Sunset Review Committee where they evaluate our finances, she gave them a lot of information to educate them on who we are and what we do. The sunset review passed committee and passed the House and then will go on to the Senate, will probably pass fairly quickly and will recreate us until 2024.

Mr. Sells went on to report that SB 970 has to do with the open records act, it will address the fact that we can't publish addresses, phone numbers and dates of birth in open records.

13. Discussion and possible action to approve or disapprove legislative committee recommendations.

No action was taken on this item.



OKLAHOMA STATE BOARD OF COSMETOLOGY AND BARBERING

14. Discussion and possible action to enter into executive session pursuant to 25 O.S. §307(B)(1) to discuss salary increases for agency staff and/or Executive Director, Sherry G. Lewelling

a. Vote to enter Executive Session

Mr. Helton made a motion, seconded by Ms. Luther and Mr. Waight to enter into executive session

Voting:

Waight, yes; Avery, yes; Baldini, yes; Helton, yes; Luther, yes; Mather, yes; Mitchell, yes;

Motion passed.

b. Exit Executive Session and vote to re-enter Open Session

A motion was made by Mr. Helton and Seconded by Ms. Luther to re-enter Open Session.

Voting:

Waight, yes; Avery, yes; Baldini, yes; Helton, yes; Luther, yes; Mather, yes; Mitchell, yes;

Motion passed.



OKLAHOMA STATE BOARD OF COSMETOLOGY AND BARBERING

c. Vote on matters discussed in Executive Session

A motion was made by Mr. Helton and seconded by Ms. Avery to increase agency staff salaries by 5%, effective January 1, 2021 for those employed more than 90 days from point of hire.

Voting:

Waight, yes; Avery, yes; Baldini, yes; Helton, yes; Luther, yes; Mather, yes; Mitchell, yes;

Motion passed.

A motion was made by Mr. Helton and seconded by Ms. Luther to increase the Executive Director's salary by 9% effective March 1, 2021.

Voting:

Waight, yes; Avery, yes; Baldini, yes; Helton, yes; Luther, yes; Mather, yes; Mitchell, yes;

Motion passed.

15. New business which could not have been reasonably foreseen prior to posting of meeting agenda 25 O.S. sec.311 (A)(9)

No new business was heard.



**OKLAHOMA STATE BOARD OF
COSMETOLOGY AND BARBERING**

16. Board adjournment

Chair Sells adjourned the meeting.

Jeff Sells, Chair	_____
Bruce Waight, Sr. Vice Chair	_____
Peggy Avery	_____
Anthony Baldini	_____
Shelly Callicoat	_____
Bill Helton	_____
Christie Luther	_____
Christy Mather	_____
Greg Mitchell	_____