

The Oklahoma State Board of Cosmetology met at 10:00 am on Monday, January 9, 2012 at 2401 NW 23rd Street, Shepherd Mall, Suite 18 at the Real Estate Commission Conference Room, Oklahoma City, OK 73107. The following persons were present:

BOARD MEMBERS

A LaFaye Austin, Vice Chair
Bill Helton
Pamela Martin
Tuan Nguyen
Max Thomas
Ken Young

BOARD'S LEGAL ADVISOR

Alecia George, Assistant Attorney General

BOARD STAFF

Sherry Lewelling, Executive Director
Jennifer McRee, Principal Assistant
Vicki Middleton, Cosmetology Inspector
Patricia Migliaccio, Cosmetology Inspector
Michelle Palmer, Cosmetology Inspector
Sandy Merriman, Cosmetology Inspector
Donnie Allen, Cosmetology Inspector
Janelle Hastings, Exam Coordinator

VISITORS

Please note: Some of the names on the sign in sheet were difficult to read

Rebecca Sturgis	Janesse Huyke	Konne Scott
Cedric Swift	Anita Been	
Wendy Lee	Linda Clemmons	
Sue Pain	Dr. Raye Mahlberry	
Linda Woody	Maney Zaebay	
Grant Davidson	Angie Davis	
Kathy Whitson	Heather Wyatt	
Sheila Kissick	Renea Smith	
Shawn Green	Name listed totally illegible	
Rosemary Greenlee	Linda Johnson	
Whitney Koom	Linda Wiist	
Riley Shaul	Carol Fisher	
Lazeal Moore	Mary Whitby	
Sue Ballard	Elbert Green	
Sandy McMahan	Vicki Mallory	
Darren Gibson	Sandy Payne	
Jeanette Miller	Kayla Randol	
Erica Gallamore	Eddie Cleveland	
Tom Alexander	Corine Triplett	
Donna Pope	Carmen Pettit	
Tanna Breen	Brenda Cleveland	

CALL TO ORDER

Vice Chair Austin called the meeting to order. She confirmed with Ms. McRee that the meeting agenda had been properly posted and agenda-ized.

ROLL CALL

Quorum was established with roll call. The following persons answered roll call: Austin, Helton, Martin, Nguyen, Thomas and Young. Poe, Payne and Webb were not present.

OPPORTUNITY FOR THE BOARD TO RECEIVE PUBLIC COMMENT. EACH SPEAKER IS LIMITED TO THREE MINUTES

No persons requested to speak.

DISCUSSION AND BOARD ACTION TO APPROVE OR DISAPPROVE BOARD MEETING MINUTES OF NOVEMBER 14, 2011

A motion was made by Mr. Young and seconded by Mr. Helton to approve the Board meeting minutes of November 14, 2011.

VOTING: Helton, yes; Martin, yes; Nguyen, yes; Thomas, yes; Young, yes.

Motion passed.

DISCUSSION AND POSSIBLE ACTION TO APPROVE OR DISAPPROVE FINANCIAL REPORT (JULY 2011 TO DECEMBER 2011)

Mr. Riley Shaul, Agency Shared Services, OSF, presented the financial report to the Board. He explained that the agency is currently operating under budget at this time. He also reminded the Board members to contact Ms. Dvork as soon as possible to set up direct deposit for electronic funds before the rush as the mandatory deadline will be July 1, 2012. Ms. McRee stated she would re-email the information to Board members.

A motion was made by Mr. Helton and seconded by Mr. Nguyen to approve the Financial Report as presented.

VOTING: Helton, yes; Martin, yes; Nguyen, yes; Thomas, yes; Young, yes.

Motion passed.

DIRECTOR'S REPORT – SHERRY G. LEWELLING

Ms. Lewelling presented the Board with a written report. She welcomed new Board member Pamela Martin. She updated the Board on her research for companies that performs verifications for foreign reciprocity applicants. She also provided information regarding a Hazard Alert from OSHA and how the agency is partnering with the Labor Department to get the word out to the licensees. She reminded the Board of the date for the upcoming Special Board meeting scheduled for February 27, 2012 to vote on rules.

DISCUSSION AND BOARD ACTION TO APPROVE OR DISAPPROVE 2012 SALARY ADMINISTRATION PLAN

A motion was made by Mr. Young and seconded by Mr. Thomas to approve the 2012 Salary Administration Plan.

VOTING: Helton, yes; Martin, yes; Nguyen, yes; Thomas, yes; Young, yes.
Motion passed.

DISCUSSION AND BOARD ACTION TO APPROVE OR DISAPPROVE SALARY INCREASES FOR CLASSIFIED AND UNCLASSIFIED AGENCY EMPLOYEES IN ACCORDANCE WITH THE CRITERIA SET FORTH IN THE 2012 SALARY ADMINISTRATION PLAN

A motion was made by Mr. Young and seconded by Mr. Helton to approve salary increases for classified and unclassified agency employees in accordance with the criteria set forth in the 2012 Salary Administration Plan.

VOTING: Helton, yes; Martin, yes; Nguyen, yes; Thomas, yes; Young, yes.
Motion passed.

COMMITTEE REPORTS

Legislative Committee – LaFaye Austin, Chair – Progress of Board Legislation

Ms. Lewelling stated that Senator Ivester had agreed to author the Board's legislation this year but the agency had not received a bill number.

Rules Committee – Ken Young, Chair – Schedule of Public Comment Hearing and Special Board Meeting

Mr. Young invited guests to the Rules Comment Hearing on February 13, 2012 at 9am and the Special Meeting where the Board will vote on proposed rules on February 24, 2012 at 10 am. He summarized the proposed rules for the audience.

DISCUSSION AND BOARD ACTION TO APPROVE TRAVEL FOR DELEGATES ATTENDING NIC REGIONAL MEETING FEBRUARY 4-5, 2012 in DALLAS, TEXAS

A motion was made by Mr. Young and seconded by Ms. Martin to approve delegates Ms. Lewelling, Mr. Helton, Ms. Martin and Ms. Austin to attend the NIC Regional Meeting February 4-5 in Dallas, Texas.

VOTING: Helton, yes; Martin, yes; Nguyen, yes; Thomas, yes; Young, yes.
Motion passed.

GERARD MCAVEY, DIRECTOR OF MARKETING, MILADY, TO MAKE PRESENTATION TO BOARD AND VISITORS RE: ONLINE COSMETOLOGY TRAINING

Ms. Gerard McAvey, Director of Marketing and Training for Milady made a presentation to the Board and visitors regarding online cosmetology training and hybrid learning. Please contact Mr. McAvey via email for a copy of his power point presentation or visit the milady website –

Gerard.mcavey@cengage.com or www.milady.cengage.com.

Mr. Young and Mr. Nguyen left the meeting. A quorum of members was no longer present.

NEW BUSINESS NOT KNOWN OR WHICH COULD NOT HAVE BEEN REASONABLY FORESEEN PRIOR TO POSTING OF MEETING AGENDA – 25 O.S. § (A)(9)

No new business was heard.

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BOARD ADJOURNMENT

Vice Chair Austin announced the meeting to be adjourned.

A LaFaye Austin, Vice Chair

Bill Helton

Pamela Martin

Tuan A. Nguyen

Max Thomas

Ken Young