



NORTH DAKOTA STATE BOARD OF COSMETOLOGY

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NORTH DAKOTA STATE BOARD OF COSMETOLOGY September 16, 2019 Minutes

A regular meeting was held at the board office, 4719 Shelburne St., Suite 1, Bismarck, ND. President, Maureen Wanner called the meeting to order at 10:00 a.m.

Present: Eunice Smith, Maureen Wanner, Magen Buchholz, Tenalee Tangen, Sue Meier and Legal Counsel; Sandy DePountis.

Guests: Arnie Zahn, Talita Demery, and Natalie Wicklund

Absent: Miranda Stanley

Minutes: Magen Buchholz moved, seconded by Eunice Smith to approve the August 19, 2019, Board minutes. Roll call vote: Buchholz, yes; Tangen, yes; Smith, yes; Wanner, yes.
Motion Carried.

Star Nails, Bismarck: The office received a response from Star Nails' attorney denying the claim of unlicensed workers and disagrees with the violations found on the June 26, 2019 inspection report. Maureen Wanner witnessed an unlicensed individual filing nails, she and Tenalee Tangen stood by their initial report. Magen Buchholz motioned to take disciplinary action against Star Nails and to authorize Sandy DePountis to offer the same Settlement Agreement that was offered previously. Eunice Smith seconded the motion. The motion carried unanimously. Tenalee Tangen and Maureen Wanner recused themselves from the vote because they conducted the inspection.

Top Q Nails, Dickinson: The office received a response from Kobe Bui of Top Q Nails, stating a misunderstanding for workers being unlicensed and confirmation that sanitation violations had been corrected. A re inspection was conducted, improvements were made, and previously unlicensed workers were then licensed. Eunice Smith motioned to take disciplinary action against Top Q Nails and to authorize Sandy DePountis to offer the standard settlement of a \$500 fine and one year probation for unlicensed workers and sanitation violations. Magen Buchholz seconded the motion. Roll call vote taken. The motion carried unanimously. Tenalee Tangen recused herself from the vote.

JZ Trend Academy: Complaint by Natalie Wicklund. She had problems not receiving financial aid/living expense money. She was unable to discuss the matter in person with Jodi because Jodi would not attend their scheduled meetings. Her hours were also claimed to be incorrect. Arnie Zahn stated that the school did not earn living expense money to give her due to her attendance. Sandy DePountis said the Board does not have the authority to get involved with hours, only matters of tuition reimbursement. It would be Natalie's responsibility to work it out with the school. Magen Buchholz motioned to dismiss the complaint. Tenalee Tangen seconded the motion. Roll call vote taken. The motion carried unanimously.

DiVa Nails & Spa, Dickinson: The office received a response from DiVa Nails explaining that the unlicensed person was only massaging, and that all sanitation violations would be corrected. Tenalee Tangen shared concerns that the owner and staff did not fully understand the sanitation process and would benefit from a hands on review/training. Magen Buchholz motioned to take disciplinary action against DiVa Nails and to authorize Sandy DePountis to offer a settlement of a \$500 fine, one year probation, and

to attend a mandatory sanitation class, for an unlicensed worker and sanitation violations. Eunice Smith seconded the motion. Roll call vote taken. The motion carried unanimously. Tenalee Tanged recused herself from the vote.

Melody Sockabasin: The office received a response from Melody stating that she only volunteered her time for back to school haircuts. Sandy DePountis will follow up with the Barber Board to understand their reason for not licensing this barber shop. Magen Buchholz made a motion to dismiss the complaint. Tenalee Tangen seconded the motion. The office will send a letter reminding Melody that you must practice in a licensed salon. The Board is also considering updating rules to concerning volunteering.

New Language for applications: There was discussion over form language/changes. Magen will work on updating forms to reflect the discussed changes and present them at the next meeting.

NIC Theory and Practical update: Magen presented documents showing revised content for the Esthetician written and practical exams effective January 1, 2020.

2020 Meeting and Examination dates: Magen presented the proposed dates for Board meetings and Cosmetology practical examination for 2020. Tenalee Tangen motioned to approve the dates. Eunice Smith seconded the motion. Roll call vote taken. The motion carried unanimously.

August 2019 Financial Statement: Eunice Smith motioned to approve the financial statement. Magen Buchholz seconded the motion. Roll call vote taken. The motion carried unanimously.

Old Business:

- Tenalee Tangen noted that she will have guests attend the October Board meeting to present information on a mobile inspection app.

New Business:

- Tenalee Tangen requested that all office staff, Board members, inspectors, and examiners get state email addresses. Magen Buchholz will contact the state and computer one for more information.
- Magen Buchholz presented information on purchasing two new tablets for examinations. The cost of two Microsoft Surface Go tablets and keyboards for each was about \$1000. Tenalee Tangen made a motion to approve the purchase. Eunice Smith seconded the motion. Roll call vote taken. Motion passed unanimously.
- Magen Buchholz presented an email received by the office about a special education diploma and if it would be approved as equal to an ordinary high school diploma. Sandy DePountis said she will do some research and reply to Magen in an email.
- Board training conference presented by Attorney General's office of October 24th. All Board members will attend.
- Discussion of reinstatement of Leanne Glasoe-Rausers license. Her license expired in 2014, and she applied for licensure through examination. Magen Buchholz made a motion to approve her to take the NIC practical examination. Eunice Smith seconded the motion. Roll call vote taken. Motion carried unanimously.
- NIC Examiner training for 2020 is scheduled for October 24-16 2020.

The next regular Board meeting is scheduled for October 21, 2019, at 10 am.

No other business. It was moved by Eunice Smith and seconded by Magen Buchholz to adjourn.

Maureen Wanner adjourned the meeting at 11:10 am.

Minutes submitted by Magen Buchholz.

