



NORTH DAKOTA STATE

BOARD OF COSMETOLOGY

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The North Dakota State Board of Cosmetology held a regular meeting on Monday, May 17th 2021 at 9:00 a.m. at the board office and via GoTo Meeting

Board Members Present:

Maureen Wanner

Tenalee Erickson

Rebecca Wood

Eunice Smith

Approval of April 19, 2021 Regular Board meeting minutes – meeting minute day of week error. Board office will change Tuesday to Monday on meeting minutes. Tenalee makes a motion to change Tuesday to Monday. Rebecca seconds the motion. Motion carries.

Complaint against Josef's School of Hair, Skin & Body –Board discusses how to handle formal complaint. Rebecca raises concerns about depth of complaint. Tenalee also discusses concerns regarding Josef's past complaints. Annique discusses the need to further look into options. Rebecca makes a motion to table this discussion. Tenalee seconds the motion. Motion carries. Rebecca makes a motion to have the board office send a letter to Josef's School of Hair Design and Emalee stating that we are tabling the discussion and we will be re-visiting this upon further information from the board attorney.

Form edits review/approval – Rebecca discusses changing “preferred” to “to renew your license online please....” Board also discusses notarized forms and adding a signature to ones that do not currently require it. Board discusses what needs to be changed now and what should be edited in the future. Board would like to add the language of “charged or convicted” instead of just charged. Tenalee makes a motion to make necessary changes to the forms and authorizes Magen to do so. Rebecca seconds the motion. Motion carries.

Discussion of new curriculum requirements with Cosmetology hours being 1500 - Rebecca recaps what was covered at the rules committee meeting. Discussion regarding lack of information as to what the schools currently cover in their curriculums. Magen sent a letter reaching out to the schools for more information as to curriculum specifics. No response was submitted by any of the schools prior to meeting. Board discusses how to move forward with rule changes including school curriculum requirements. Tenalee makes a motion to have committee continue work on the rules. Rebecca seconds the motion. Motion carries.

Anonymous complaint and salon inspection report – Board discusses the fact that we do not have an anonymous complaint procedure. Board needs to reach out to complainant to inform them of the process and ask how they would like to proceed. Tenalee makes a motion to have the board office send a letter to complainant discussing the formal complaint process and that it is now part of open records and in order for board to continue with the process the complaint would be sent to T.N.T. Hair Design in order to follow procedural laws. Eunice seconds the motion. Motion carries.

Complaint against Kari Riggins – Board discusses that a bad haircut doesn’t fall under any statutes and therefore it will be dismissed. Rebecca makes a motion to have the office send a letter to Laura Wolseth thanking her for her time and explaining that the complaint will be dismissed as there are no statues that allow the board any jurisdiction over bad haircuts. Tenalee seconds the motion. Motion carries.

Approval of Inspector training 2021, date and discussion of having Annique present - Discussion of June 24th date, length of meeting, having a police officer present to answer questions regarding safety, and having Annique present a portion on how certain situations can and should be handled. Annique confirms

the need for a policy manual. Rebecca makes a motion to have the Inspector training run from 10:00-3:30 with a 30 minute lunch break, as well as to have Annique present for 60 minutes beginning at 12:30 pm as well as including an invite to a local sergeant or detective. Tenalee seconds the motion. Motion carries.

Complaint and inspection report for Nail Concepts – Board office received a complaint regarding potential underage and unlicensed workers. Board discusses the need for disciplinary action based on multiple sanitation issues past and present. Board did not, however, feel there was enough evidence to rule on the underage or unlicensed workers. Rebecca makes a motion to have Annique send a settlement agreement to Nails Concepts based on 3 failed inspections. Settlement is to include a \$500 fine, a sanitation class that needs to be scheduled through the board office within 30 days, as well as a 6 month probationary period. Tenalee seconds the motion. Motion carries.

Notice to Board members of CSG meeting – information regarding Cosmetology and Barbering compact kickoff meeting.

April 2021 Financial statement – Eunice makes a motion to approve the April 2021 financial statements. Tenalee seconds the motion. Motion carries.

Approval of Licenses - Tenalee makes a motion to approve all individual licenses. Eunice seconds the motion. Motion carries. Tenalee makes a motion to approve all salon licenses. Rebecca seconds the motion. Motion carries

Old Business:

Discussion of TDLR investigation. Based on ruling from TDLR stating the legitimacy of the licenses board will not withhold the approval. Tenalee makes a motion to approve the manicurist licenses for Quoc Binh Vu and Thi Thanh Xuan Vu. Eunice seconds the motion. Motion carries.

Nail Glamour – board discusses needing more details regarding inspection and unlicensed workers. Board would like to know who the current owner of salon is. Board would also like confirmation on how it was determined that worker was unlicensed. Nail Glamour has not responded, and we feel the need to await this information. Tenalee makes a motion to table this discussion until further information is received. Rebecca seconds the motion. Motion carries.

S and P Nails concern – Board discusses the need to send a letter to S and P requesting a response. Board would also like to look into past information on previous revocations. Tenalee makes a motion to have the board office send S and P a letter requesting a response to their inspections, as well as to table the discussion on S and P nails until we receive further information. Rebecca seconds the motion. Motion carries.

Stella Nails and Spa – Board discusses concerns with 2 failed sanitation inspections, one on 3-3-21 and one on 5-5-21. Board discusses the fact that the sanitation issues stated on latest complaint are more minor and base decision for fine on that fact. Tenalee makes a motion to have Stella Nails and Spa fined \$250, 6 months probation and a re-inspect based on 2 failed inspections. Rebecca seconds the motion. Motion carries.

NIC examiner training – board discusses waiting until new training program is updated and offering it at that time. Tenalee makes a motion to postpone NIC training until the updated training is released. Eunice seconds the motion. Motion carries.

New Business:

Carmen Buckmeier concerns with obtaining staff - Board discusses having the board office send a letter to Carmen stating that the law requires proper licensure. Tenalee makes a motion to have the board office send a letter to Carmen stating the requirements for proper licensure. Rebecca seconds the motion. Motion carries.

Tenalee discusses need for inspection forms to be updated.

Rebecca discusses need for moving exam dates and meeting times.

Tenalee makes a motion to adjourn the meeting at 12:10 p.m. Rebecca seconds the motion. Motion carries.

Meeting minutes submitted by Rebecca Wood