



NORTH DAKOTA STATE BOARD OF COSMETOLOGY

4719 SHELBURNE ST. SUITE 1
BISMARCK, ND 58503
TELEPHONE (701) 224-9800

The North Dakota State Board of Cosmetology will be holding a regular meeting on Monday, April 17, 2023, at 9:30 a.m. at the board office, 4719 Shelburne St., Suite 1, Bismarck, N.D.

Agenda

1. Approval of March regular & special meeting minutes
2. Approval of Licenses 3/1/23-3/31/23
3. Review of Timesheets- March 2023
4. March 2023 Financial Statements
5. Sheila Carlson
6. Inspector Training Date
7. iPads for Inspectors
8. Practical Exam Vendor-Prov
9. Credentialing Agency
10. Emma Bothum—checked yes conviction on app
11. Liliana Murtazaieva—foreign application-w/ certified credentials
12. Website Merchant Service Account
13. Hair Academy Follow Up Inspection
14. Kela Stephans-CO practical exam
15. Giang Vu-reciprocity
16. Duplicate Licenses
17. New Business
18. Old Business

The next regular meeting is scheduled for May 15, 2023, at 9:30 am.



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The North Dakota State Board of Cosmetology held a regular meeting on Monday, April 17, 2023, at 9:30 a.m. at the board office, 4719 Shelburne St., Suite 1, Bismarck, N.D.

Board Members Present:

Rebecca Wood, Cosmetologist, President
Maureen Wanner, Cosmetologist, Secretary/Treasurer
Miranda Stanely, RN, MSN, FNP
Teresa Felch, Cosmetologist
D'Arlyn Bauer, PHD, RN

Also present:

Holly Blomquist, Executive Director
Josh Amundson, Legal Counsel

Agenda

1. Approval of March regular & special meeting minutes.
Maureen motion to approve all meeting minutes, special and regular.
D'Arlyn second that motion. All voting: D'Arlyn (y), Maureen (y), Teresa (y),
Miranda (y), and Rebecca (y). Motion carried.
2. Approval of Licenses 3/1/23-3/31/23
Teresa made a motion to approve the licenses from March 1 to March 31,
2023. Maureen second that motion. All voting: D'Arlyn (y), Maureen (y),
Teresa (y), Miranda (y), and Rebecca (y). Motion carried.
3. Review of Timesheets- March 2023
Teresa made a motion to approve the March timesheets. D'Arlyn second
that motion. All voting: D'Arlyn (y), Maureen (y), Teresa (y), Miranda (y),
and Rebecca (y). Motion carried.
4. March 2023 Financial Statements
Maureen made a motion to approve the March 2023 financial statements.
D'Arlyn second that motion. All voting: D'Arlyn (y), Maureen (y), Teresa (y),
Miranda (y), and Rebecca (y). Motion carried.
5. Sheila Carlson
Teresa made a motion to table this item. D'Arlyn second that motion. All
voting: D'Arlyn (y), Maureen (y), Teresa (y), Miranda (y), and Rebecca (y).
Motion carried.
The board did come back to this. Sheila brings forth concern on inspecting
larger salons. She is asking for a second inspector to help with those larger
salons. Approximately six salons.
D'Arlyn made a motion to have a second inspector for any inspection done
in large salons. Maureen second that motion. All voting: D'Arlyn (y),
Maureen (y), Teresa (y), Miranda (y), and Rebecca (y). Motion carried.

- 6. Inspector Training Date. May 19, 2023. 9am-5pm**
Maureen made a motion to approve the inspection training date of May 19, 2023, 9 a.m. to 5 p.m. D'Arlyn second that motion. All voting: D'Arlyn (y), Maureen (y), Teresa (y), Miranda (y), and Rebecca (y). Motion carried.
- 7. iPads for Inspectors**
Discussion on iPads, Tenalee having the iPad to begin with, Fillable PDF. Maureen made a motion to Holly find a fillable program and have the inspection sheets made fillable and to have that added to the iPad we have for Tenalee to start using it during inspections. Teresa second that motion. All voting: D'Arlyn (y), Maureen (y), Teresa (y), Miranda (y), and Rebecca (y). Motion carried.
- 8. Practical Exam Vendor-Prov**
Discussion was had on Prometric and Prov has our test vendors. Maureen made a motion to approve Prov as our practical examination vendor. D'Arlyn second that motion. All voting: D'Arlyn (y), Maureen (y), Teresa (y), Miranda (y), and Rebecca (y). Motion carried.
Rebecca stated her concerns about the candidates getting the proper score during each exam until we get switched over. Holly explains what the process is for the examiners during the exams to assure proper scoring.
- 9. Credentialing Agency**
D'Arlyn gave an update on the credentialing agencies. Maureen motion the approve the credentialing agencies. D'Arlyn second that motion. All voting: D'Arlyn (y), Maureen (y), Teresa (y), Miranda (y), and Rebecca (y). Motion carried.
- 10. Emma Bothum—checked yes conviction on application.**
Maureen made a motion to approve Emma's application. Teresa second that motion. All voting: D'Arlyn (y), Maureen (y), Teresa (y), Miranda (y), and Rebecca (y). Motion carried.
- 11. Liliana Murtazaieva—foreign application-w/ certified credentials**
D'Arlyn made a motion to have Holly send a letter directing Liliana to the credential agency. Teresa second that motion. All voting: D'Arlyn (y), Maureen (y), Teresa (y), Miranda (y), and Rebecca (y). Motion carried.
- 12. Website Merchant Service Account**
Holly gave an update on the rates and implementation. Josh stated it was a standard contract.
Motion Teresa made a motion to approve the new website merchant service. D'Arlyn second that motion. All voting: D'Arlyn (y), Maureen (y), Teresa (y), Miranda (y), and Rebecca (y). Motion carried.
- 13. Hair Academy Follow Up Inspection. Complaint about the school.**
Tenalee gave an update on the inspection for the Hair Academy school. Teresa made a motion to dismiss the complaint against the Hair Academy. All voting: D'Arlyn (y), Maureen (y), Teresa (y), Miranda (y), and Rebecca (y). Motion carried.
- 14. Kela Stephans-CO practical exam.**
Holly did inquire about the Colorado exam. It was a state exam administered by PSI.
Teresa made a motion in this case, to approve Kela's examination results

from Colorado. D'Arlyn second that motion. All voting: D'Arlyn (y), Maureen (y), Teresa (y), Miranda (y), and Rebecca (y). Motion carried.

15. Giang Vu-reciprocity

He is requesting a manicuring license.

Teresa made a motion to have Holly do further investigation on Giang Vu credentials. Maureen second that motion. All voting: D'Arlyn (y), Maureen (y), Teresa (y), Miranda (y), and Rebecca (y). Motion carried.

16. Duplicate Licenses

Josh gave an update on his further study. Holly will further her investigation into the cost of photos in licenses. Discussion only

17. New Business

- Continuation of Tenalee attending board meetings. Holly holds an inspector meeting monthly and Tenalee may not be needed at the board meetings due to Holly's monthly meetings.
D'Arlyn made a motion to Holly add the reporting item on the agenda regarding the inspector meeting and to have Tenalee added to the agenda as needed. Teresa second that motion. All voting: D'Arlyn (y), Maureen (y), Teresa (y), Miranda (y), and Rebecca (y). Motion carried.
- Mobile Salons. Practicing outside of salon. Discussion only.
- Email. An email to be able to do mass email. Maureen made a motion to have Holly subscribe to the Send In Blue emails and have Holly send out emails to the licenses regarding law and rule changes, updates and license renews. D'Arlyn second that motion. All voting: D'Arlyn (y), Maureen (y), Teresa (y), Miranda (y), and Rebecca (y). Motion carried.
- State fleet vehicles for inspectors. Holly informed the board of the cost of milage and the savings of having some inspectors have state fleet vehicles. Discussion was also had on whether they choose not to drive a fleet vehicle.

18. Old Business

Nail Glamor. Reinspection was done. They had four unlicensed workers.

Miranda made a motion to have Holly send a letter to this salon asking for an explanation as to why there were four unlicensed workers. D'Arlyn second that motion. All voting: D'Arlyn (y), Maureen (y), Teresa (y), Miranda (y), and Rebecca (y). Motion carried.

- S & P Nail. No update.
- Nail Studio. No updated. Discussion only.
- InfiniteArt Nails. Shirley gave the board an update on how she educated the nail salon on reuse of files. D'Arlyn made a motion to table this complaint. Motion withdrawn.
Maureen made a motion to dismiss the complaint and have Josh send a letter to the complainant to inform them of the process that was done with the salon. D'Arlyn second that motion. All voting: D'Arlyn (y), Maureen (y), Teresa (y), Miranda (y), and Rebecca (y). Motion carried.
- Milady education. Discussion only.
- Amber Wellnitz.
Ashley Keplin. Shirley updated the board. Ashley's co-workers state that she is still working at the salon with an expired salon license.

Maureen made a motion to table this item until next meeting. D'Arlyn second that motion. All voting: D'Arlyn (y), Maureen (y), Teresa (y), Miranda (y), and Rebecca (y). Motion carried.

19. Adjournment.

Maureen made a motion to adjourn the meeting. D'Arlyn second that motion. All voting: D'Arlyn (y), Maureen (y), Teresa (y), Miranda (y), and Rebecca (y). Motion carried. The meeting adjourned at 1:36 p.m.

The next regular meeting is scheduled for May 15, 2023, at 9:30 am.