



# NORTH DAKOTA STATE BOARD OF COSMETOLOGY

4719 SHELBURNE ST. SUITE 1  
BISMARCK, ND 58503  
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The North Dakota State Board of Cosmetology hold a regular meeting on Monday, June 12, 2023, at 9:30 a.m. at the board office, 4719 Shelburne St., Suite 1, Bismarck, N.D. and via GoTo Meeting.

## **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 May Regular & Special Meeting Minutes**

Teresea made a motion to approve the meeting minutes. D'Arlyn seconded that motion. All voting: Maureen (y), D'Arlyn (y), Teresa (y), Miranda (y) and Rebecca (y).

### **2. Approval of Licenses 5/1/23-5/30/23**

D'Arlyn made a motion to approve the licenses for May 2023. Teresa seconded that motion. All voting: Maureen (y), D'Arlyn (y), Teresa (y), Miranda (y) and Rebecca (y).

### **3. Review of Timesheets- May 2023**

Teresa made a motion to approve the May 2023 timesheets. Maureen seconded that motion. All voting: Maureen (y), D'Arlyn (y), Teresa (y), Miranda (y) and Rebecca (y).

### **4. May 2023 Financial Statements**

Maureen made a motion to approve the May 2023 financial statements. Miranda seconded that motion. All voting: Maureen (y), D'Arlyn (y), Teresa (y), Miranda (y) and Rebecca (y).

### **5. May Inspector Training Recap**

Tenalee submitted a report on the Inspectors training. Discussion only.

### **6. Nail Glamor by Celine- DA Inspection 5/29/23**

D'Arlyn send letter as noted. Teresa seconded that motion. All voting: Maureen (y), D'Arlyn (y), Teresa (y), Miranda (y) and Rebecca (y).

### **7. JC Penney Salon-Minot Complaint**

Client called in a complaint that a ceiling tile was missing and a bucket was collecting water. Lori did inspection on May 18, 2023 resulting in a pass.

D'Arlyn made a motion to dismiss the complaint. Terea seconded that motion. All voting: Maureen (y), D'Arlyn (y), Teresa (y), Miranda (y) and Rebecca (y).

#### **8. Nails Pro Complaint**

We are still waiting on a response. They passed their inspection. Teresa made a motion to dismiss the complaint. D'Arlyn seconded that motion. All voting: Maureen (y), D'Arlyn (y), Teresa (y), Miranda (y) and Rebecca (y).

#### **9. S&P Nails Complaint**

D'Arlyn made a motion to dismiss the complaint. Teresa seconded that motion. All voting: Maureen (y), D'Arlyn (y), Teresa (y), Miranda (y) and Rebecca (y).

#### **10. Emerald Roots Complaint**

They did not have a master license on duty. This is a commission and independent licensee salon. Inspection was done on June 8, 2023 with D'Arlyn made a motion to dismiss the complaint. Maureen seconded that motion. All voting: Maureen (y), D'Arlyn (y), Teresa (y), Miranda (y) and Rebecca (y).

#### **11. Sending 2 inspectors for unlicensed worker complaints**

Teresa made a motion that when two inspectors are needed in an inspection the board office is informed. D'Arlyn seconded that motion. All voting: Maureen (y), D'Arlyn (y), Teresa (y), Miranda (y) and Rebecca (y).

#### **12. Ngoc Kim Nguyen-Foreign reciprocity-credential agency report**

A request for a cosmetology license.

D'Arlyn made a motion approve the license by reciprocity. D'Arlyn amended the to approve license after examinations are completed. Teresa seconded that motion. All voting: Maureen (y), D'Arlyn (y), Teresa (y), Miranda (y) and Rebecca (y).

#### **13. Jasmin Wolfe-Foreign reciprocity-credential agency report**

D'Arlyn made a motion move approve her application for reciprocity. Teresa seconded that motion. All voting: Maureen (y), D'Arlyn (y), Teresa (y), Miranda (y) and Rebecca (y).

#### **14. Audit Finalized**

Discussion only.

#### **15. Have a CPA review QuickBooks**

Discussion only until further quotes for brought forth.

#### **16. Budget**

Maureen made a motion to approved the 2023-2024 fiscal budget. D'Arlyn seconded that motion. All voting: Maureen (y), D'Arlyn (y), Teresa (y), Miranda (y) and Rebecca (y).

#### **17. CE Broker Update**

Discussion only.

**18. Holly's vacation July 24-31**

Discussion only.

**19. New Business**

- Rebecca brought forth for thought for better meeting conference camera.
- Josh brought forth open records, meeting notices need to be posted on the website.
- Rebecca will no longer be on the board as of June 30, 2023. Emily Wilcox will be our new member will start July 1.

**20. Old Business**

- **Fleet vehicles**, personal vehicles use. Discussion only.
- **Blood exposure poster** with information but not legal advice. Information can be printed from website.
- **NIC membership.** Maureen made a motion to pay the \$1500 membership fee. D'Arlyn seconded that motion. All voting: Maureen (y), D'Arlyn (y), Teresa (y), Miranda (y) and Rebecca (y).

**21. Adjournment.** D'Arlyn made a motion to adjournment. Teresa seconded that motion. All voting: Maureen (y), D'Arlyn (y), Teresa (y), Miranda (y) and Rebecca (y). Meeting adjourned at 11:05 AM.

The next regular meeting is scheduled for July 17, 2023, at 9:30 am.