



NORTH DAKOTA STATE BOARD OF COSMETOLOGY

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

Board members present.

D'Arlyn Bauer, PHD, RN

Teresa Felch, Cosmetologist

Maureen Wanner, Cosmetologist, Secretary/Treasurer

Emily Wilcox, Cosmetologist

Absent board member:

Miranda Stanley

Also present:

Josh Amundson, Legal Counsel

Holly Blomquist, Executive Director

Agenda

1. Welcome Emily Wilcox, new board member

2. Approval of June Regular Meeting Minutes

D'Arlyn made a motion to approve minutes with the amendment of #19. Teresa seconded that motion. All voting: D'Arlyn (y), Emily (y), Maureen (y), and Teresa (y). Motion carried.

3. Approval of Licenses 6/1/23-6/30/23

D'Arlyn made a motion to approve all licenses. Teresa seconded that motion. All voting: D'Arlyn (y), Emily (y), Maureen (y), and Teresa (y). Motion carried.

4. Review of Timesheets- June 2023

D'Arlyn made a motion to approve the timesheets. Teresa seconded that motion. All voting: D'Arlyn (y), Emily (y), Maureen (y), and Teresa (y). Motion carried.

5. June 2023 Financial Statements

D'Arlyn made a motion to approve the financial statements for June. Teresa seconded that motion. All voting: D'Arlyn (y), Emily (y), Maureen (y), and Teresa (y). Motion carried.

6. June Inspector Meeting Recap

Inspection app, Ipads are ordered and are here just need to be set up, Fleet vehicle discussion, Communication (legal advice /suggestions) and consistency when inspecting, Recapped annual training, Next meeting August 21st. Discussion only.

7. Election of Officers

Maureen made a motion to vote Teresa as secretary/treasurer. D'Arlyn seconded that

motion. All voting: D'Arlyn (y), Emily (y), Maureen (y), and Teresa (y). Motion carried. D'Arlyn made a motion to vote Maureen as vice president and Maureen accepted. Teresa seconded. All voting: D'Arlyn (y), Emily (y), Maureen (y), and Teresa (y). Motion carried. Maureen made a motion to vote D'Arlyn as President, D'Arlyn accepted. Teresa seconded that motion. All voting: D'Arlyn (y), Emily (y), Maureen (y), and Teresa (y). Motion carried.

8. Lovely Nails-change of owner/DA on inspection-unlicensed worker

D'Arlyn made a motion Josh send a letter to both new owner and last owner. Maureen seconded that motion. All voting: D'Arlyn (y), Emily (y), Maureen (y), and Teresa (y). Motion carried.

9. Nail Glamor-no response June 13 complaint & not signed most recent settlement agreement

D'Arlyn made a motion to have Josh send the appropriate letter to sign your settlement agreement, or the board will take further action. Teresa seconded that motion. All voting: D'Arlyn (y), Emily (y), Maureen (y), and Teresa (y). Motion carried.

10. Bella Nails complaint/response/inspection

Lori did a reinspect with a pass.

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

11. Coco Nails complaint/response

Teresa made a motion to table agenda items 11,12,13 until inspection. D'Arlyn seconded that motion.

All voting: D'Arlyn(y), Emily(y), Maureen(y), and Teresa(y).

12. Star Nails complaint/response

13. Rainbow Nails complaint/response

14. Lotus Nails complaint/no response/change of owner

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

15. Artistry Fargo LLC Disciplinary Action Inspection

D'Arlyn Made a motion that Josh send a settlement agreement to include; probation for 6 months with a \$500.00 fine and sanitation class from inspector, Emily seconded that motion. All voting: D'Arlyn(y), Emily(y), Maureen(y), and Teresa(y).

16. Tricia Braaten-DA inspection-expired licenses

D'Arlyn made a motion to Table until the next meeting to give time to respond, Teresa seconded that motion. All voting: D'Arlyn(y), Emily(y), Maureen(y), and Teresa(y).

17. Tuyet Nhung Trinh reciprocity application

Emily made a motion to grant reciprocity, D'Arlyn seconded that motion. All voting: D'Arlyn(y), Emily(y), Maureen(y), and Teresa(y).

18. Kamber Parker reciprocity application -Oregon hairstyling license

D'Arlyn made a motion to license Kamber as a North Dakota cosmetologist with the requirement of 100-hours of esthetics and 100-hours of nails and North Dakota state law exam to fulfill North Dakota hours. Teresa seconded that motion. All voting: D'Arlyn (y), Emily (y), Maureen (y), and Teresa (y). Motion carried.

19. Jocelynn Barbot student hours transfer from Cosmo to Manicuring

Emily Made a motion that Jocelynn complete the additional 113-hours in a school that

would accommodate a nail license. Teresa seconded that motion. All voting: Emily (y), Maureen (y), and Teresa (y). Motion carried.

20. CPA review QuickBooks bids

Teresa made a motion to continue with Frontier for review of Quickbooks. Emily seconded that motion. All voting: Emily (y), Maureen (y), and Teresa (y). Motion carried.

21. Hire office assistant.

Teresa made a motion to hire a temporary, full time (40hours) assistant during renewal season, October through January with a salary of \$18-\$22 (per hour) range and no benefits. Emily seconded that motion. All voting: Emily (y), Maureen (y), and Teresa (y). Motion carried.

22. Salon Centric CE Approval

Discussion only

23. New Business

a. HSI instructor program written approval. Discussion only

b. NIC conference

Teresa made a motion to approve October 27-30th Albuquerque New Mexico NIC conference with 5 board members and executive director to go to conference, with hotel accommodations, flight and conference entry. Emily seconded that motion. All voting: Emily (y), Maureen (y), and Teresa (y). Motion carried.

c. New school in Minot for esthetics application

Teresa Made a motion to approve application of Spectrum School of Massage and Esthetics with opening pending on school curriculum and instructors, Emily seconded that motion. All voting: Emily (y), Maureen (y), and Teresa (y). Motion carried.

d. Angie. Discussion only

e. Sheila. Discussion only

f. Emily approval of license

Teresa made a motion to approve the license when she passed exams. Emily seconded that motion. All voting: Emily (y), Maureen (y), and Teresa (y). Motion carried.

24. Opening of rules for changes

Maureen recommended gathering all information in regard to rules before the next meeting.

25. Unfinished Business

a. HSI settlement agreement

Teresa made motion to Allow for HSI's attorney to strike Section3/sub 4 last 5 words. Emily seconded that motion. All voting: Emily (y), Maureen (y), and Teresa (y). Motion carried.

b. Fleet Vehicles

Discussion only, discuss at next meeting when more board members are present

c. Hairdos for Dudes located in Allora Salon & Suites

Discussion only Josh will follow up

d. Katie Blackaby- no longer at The Style Lounge

Discussion only Josh will follow up

e. Bruk Salon

Teresa Made a motion to dismiss complaint against Bruk salon. Emily seconded that motion. All voting: Emily (y), Maureen (y), and Teresa (y). Motion carried.

f. Affinity on1st/Candace Smith

Direct Josh to send a letter inquiring if Candace Smith still works at location

g. Hannah Hendricks- no response

Josh will send a letter for Hannah to respond to the signed letter and set up a sanitation class with Tenalee.

26. Adjournment

Emily made a motion to adjourn the meeting at 12:05, Teresa Seconded that motion. All

voting: Emily (y), Maureen (y), and Teresa (y). Motion carried. The meeting was adjourned at 12:05.

The next regular meeting is scheduled for August 14, 2023, at 9:30 am.
Submitted by Teresa Felch.