

**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 held a regular meeting on Monday, April 11, 2022, at 9:30 a.m. at the board office and via GoTo Meeting.

**Board Members Present:**

Tenalee Tangen

Rebecca Wood

Maureen Wanner

Eunice Smith

Miranda Stanley via GoTo

Also present: Sue Meier, Board Administrator

Carl Karpinski, Legal Counsel

**Agenda**

- 1. Leslie Roste, King Industries: Compact Legislation.**  
Leslie was unable to attend the meeting.
- 2. Approval of Minutes: March 21, 2022, Regular Board Meeting.**  
Tenalee, Carl and Becky bring forth changes that need to be made. Becky made a motion to table the approval of the meeting minutes pending changes until next meeting. Eunice second that motion. All voting: Maureen (y), Eunice (y), Becky (y), Miranda (y), and Tenalee (y). Motion carried.
- 3. Approval of Licenses: 3/15/22 to 4/5/22.**  
Becky made a motion to approve the licenses from March 15 to April 5, 2022. Miranda second that motion. All voting: Becky (y), Maureen (y), Miranda (y), Eunice (y), and Tenalee (y). Motion carried.
- 4. March 2022 Financial Statement**  
Miranda made a motion to approve the March 2022 financial statement. Maureen second that motion. All voting: Becky (y), Maureen (y), Miranda (y), Eunice (y), and Tenalee (y). Motion carried.
- 5. Information on the past investigations from Texas.**  
Becky made a motion to table the discussion until later in the meeting. Maureen second that motion. All voting: Becky (y), Maureen (y), Miranda (y), Eunice (y), and Tenalee (y). Motion carried.
- 6. Megan Thiel: Renewal Application.**  
Eunice made a motion to have Sue send a letter asking for more information on her rehabilitation and an update on court cases. Becky second that motion. All voting: Becky (y), Maureen (y), Miranda (y), Eunice (y), and Tenalee (y). Motion carried.
- 7. Jessica Schaff.**  
Discussion only.
- 8. Heaven Nails Salon: Complaint.**  
April 15, 2019, Heaven Nails Salon entered into a year settlement agreement. The salon completed a sanitation class in March 2020 and the probation ended on April 15, 2020. March 2020, they passed inspection. June 2021, they passed inspection. March 2022

inspection led to a reinspection. Eunice a motion to have Heaven Nails Salon reinspected. Becky second that motion. All voting: Becky (y), Maureen (y), Miranda (y), Eunice (y), and Tenalee (y). Motion carried.

**9. The Hair Academy: Approval of class for continued education hours for Instructors.**

Becky made a motion to have Sue send a letter to The Hair Academy that we are waiting for the information from Lanza to approve the class. Eunice second that motion. All voting: Becky (y), Maureen (y), Miranda (y), Eunice (y), and Tenalee (y). Motion carried.

**10. Salon Professional Academy: Approval of class for continued education hours for Instructors.**

Tenalee made a motion that we have Eunice work with Sue on a continuing education form and letter that can be sent out requesting more information. Miranda second that motion. All voting: Becky (y), Maureen (y), Eunice (y), Miranda (y), and Tenalee (y). Motion carried.

Tenalee made a motion to have Sue send a letter out the Salon Professional Academy requesting more information on the upcoming class for continuing education hours. Becky second that motion. All voting: Becky (y), Maureen (y), Miranda (y), Eunice (y), and Tenalee (y). Motion carried.

**11. Hay Creek Lodge: Requesting a Refund on Salon License Fee.**

Hay Creek Lodge licensed the salon in 2020. Hay Creek renewed the salon license for 2021 and 2022. Bethann Ellefson applied for a change of ownership in January 2022. Once the ownership took place, Hay Creek no longer licensed the salon. Things did not work out with Bethann. Hay Creek reapply for the salon license by application and is requesting a refund of the \$80.00 original license fee since they already had paid for a 2022 renewal license. After discussion, Becky made a motion to have Sue send a letter to Hay Creek Lodge Salon informing them that the Board cannot grant their request for a refund of \$80 because of the change of ownership that took place in January. Eunice second that motion. All voting: Becky (y), Maureen (y), Miranda (y), Eunice (y), and Tenalee (y). Motion carried.

**12. Rachelle Swallow, Happy Roots Salon: The Board will rediscuss this item.**

Carl brings forth more understanding on 43-11-29 sub 4.

Maureen made a motion to have Carl send out a letter to Rachelle explaining to her that the Board staff misinterpreted the law and to inform her that the Board will accept the \$80.00 fee instead of the late fee of \$150.00. Eunice second that motion. All voting: Becky (y), Maureen (y), Miranda (y), Eunice (y), and Tenalee (y). Motion carried.

**13. Update from Carl Karpinski on speaking on behalf of the Board.**

Discussion only.

**14. Establish Complaint Policy.**

Tenalee suggest that board-initiated complaints be done.

Eunice made a motion that Maureen write policy verbiage for complaint policy.

Becky second that motion. All voting: Becky (y), Maureen (y), Miranda (y), Eunice (y), and Tenalee (y). Motion carried.

Becky made a motion that we allow for anonymous complaint and have Sue explain what the process is to remain anonymous. Eunice second All voting: Becky (y), Maureen (y), Miranda (y), Eunice (y), and Tenalee (y). Motion carried.

**15. Educational Programs: Board providing a class on the new laws and rules.**

Discussion only.

**16. Video on new rules.**

Discussion only.

**17. Inspectors Meeting: May 6, 2022, 9am -5pm**

Becky made a motion to approve the inspector's agenda for May 6, 2022. Eunice second that motion. All voting: Becky (y), Maureen (y), Miranda (y), Eunice (y), and Tenalee (y). Motion carried.

**18. Update Inspection Reports.**

Eunice made a motion to have Tenalee and Sue go over the inspection reports for review. Miranda second that motion. All voting: Becky (y), Maureen (y), Miranda (y), Eunice (y), and Tenalee (y). Motion carried.

**19. Update Cleaning and Disinfecting Posters.**

Maureen made a motion to table this item and have Tenalee work with Sue to get the language correct according to the laws and rules and get quotes on printing the extra handouts. Eunice second that motion. All voting: Becky (y), Maureen (y), Miranda (y), Eunice (y), and Tenalee (y). Motion carried.

**20. Update ND Law, Rules, and Regulations Examinations.**

Discussion only

**21. NIC Virtual Education Program on April 23, 2022.**

Eunice made a motion for Tenalee and Maureen attend the NIC virtual meeting on April 23, 2022. Becky second that motion. All voting: Becky (y), Maureen (y), Miranda (y), Eunice (y), and Tenalee (y). Motion carried.

**22. CLEAR Learning: Report on Roles and Responsibilities of a Board Member**

Becky made a motion to have Tenalee, Eunice, and Maureen attend the Clear Learning class on April 21, 2022. Maureen second that motion. All voting: Becky (y), Maureen (y), Miranda (y), Eunice (y), and Tenalee (y). Motion carried.

**23. Information on the past investigations from Texas.**

Discussion only.

**24. New business.**

- **Inspectors' manual.**

Tenalee is working on creating a manual for the inspectors that will help them with their inspections. Eunice made a motion that we purchase binders and protector sheets for the inspectors. Miranda second that motion. All voting: Becky (y), Maureen (y), Miranda (y), Eunice (y), and Tenalee (y). Motion carried.

**25. Old Business.**

- Becky brings forth concerns that the schools are not graduating students at 1500 hours. Maureen made a motion to have Carl draft a letter to the school informing them of the law change on hours of completion. Eunice second that motion. All voting: Becky (y), Maureen (y), Miranda (y), Eunice (y), and Tenalee (y). Motion carried.
- Becky asks for clarification on micro channeling. Miranda will gather more information for her. Discussion only.
- Tenalee asks for clarification on the perimeters of 43-11-20, 32-04-01-22. Discussion only.
- Tenalee asks for clarification on 32-03-01-14. Discussion only.
- Tenalee asks for clarification 32-04-01-21. Discussion only.

**26. Adjournment.**

Eunice made a motion to adjourn the meeting at 3:09pm. Becky second that motion. All voting: Becky (y), Maureen (y), Miranda (y), Eunice (y), and Tenalee (y). Motion carried.

The next regular meeting is scheduled for May 16, 2022, at 9:30 am.

Minutes submitted by Maureen Wanner