

SOUTH DAKOTA COSMETOLOGY COMMISSION
Minutes
September 29, 2008

The regular meeting of the Cosmetology Commission was called to order by President Jacquelyn Dahlquist on Monday, September 29, 2008 at 3:30 p.m. in the Cosmetology office, Pierre, South Dakota.

Roll call was taken by Secretary/Treasurer Lois Porch, with the following members present: Pat Clark, Jacquelyn Dahlquist, Ila Davis, Lois Porch, and Nora Slykhuis. Staff present: Susan Monge, Executive Director. Others present: Shannon George-Larson and Catherine Duenwald, Department of Labor; and Matt Fiegen and Penny Thompson, Stewart School, Sioux Falls.

Minutes

A MOTION WAS MADE by Nora Slykhuis, seconded by Ila Davis, to correct the minutes by replacing Nora Slykhuis to Ila Davis as the person making the motion to elect the vice-president and to then accept the minutes of July 22, 2008. The motion passed.

A MOTION WAS MADE by Pat Clark, seconded by Lois Porch, to accept the minutes of the September 8-9, 2008 meeting. The motion passed.

Treasurer's Report

Lois Porch reported that as of 8/30/2008 the available budget was \$174,994.65, and the cash center balance was \$61,153.76.

A MOTION WAS MADE by Nora Slykhuis, seconded by Pat Clark, to approve the Treasurer's report. The motion passed.

Executive Director's Report

Susan Monge reported on numerous issues (attachment #1.)

Disciplinary Actions

Executive Session

A MOTION WAS MADE by Ila Davis, seconded by Lois Porch, to go into executive session at 3:55 p.m. to discuss disciplinary cases B-2008 and R-2007 with our attorney Shannon George-Larson. The motion passed.

A MOTION WAS MADE by Pat Clark, seconded by Lois Porch, to come out of executive session at 4:12 p.m. The motion passed.

A MOTION WAS MADE by Nora Slykhuis, seconded by Ila Davis, to approve the consent order for B-2008. A voice vote was taken: Clark-yes, Dahlquist-yes, Davis-abstain, Porch, yes, Slykhuis, yes. The motion passed by a majority.

A MOTION WAS MADE by Lois Porch, seconded by Nora Slykhuis, to approve the consent order for R-2007. A voice vote was taken: Clark-yes, Dahlquist-yes, Davis-abstain, Porch, yes, Slykhuis, yes. The motion passed by a majority.

Dahlquist introduced Catherine (Katie) Duenwald as our new attorney. Shannon George-Larson is moving. George-Larson will continue as our attorney for a few more months while some cases are completed.

Monge announced that there is a hearing set for Monday, October 20, 2008 in Pierre. Further information will be sent out.

Committee Reports

Slykhuis reported for the Education committee. She has reviewed the electric file curriculum from each of the schools and finds the curriculums acceptable.

Old Business

Proposed Law Changes for Schools and Branch

The Commission reviewed each proposed law change and each newly proposed law. It was decided to move forward with changes to 36-15-29, 36-15-29.1 36-15-30, and 36-15-33 and a new law which would allow a license to be approved for a branch school with a complete or partial program. The rest of the proposed changes such as bonding and accreditation would be considered at a future time.

Scope of License Handout with Massage Therapy Board

The Massage Therapy Board is hoping to meet with the Commission in November.

Follow-up Questions on school tours – September 8-9, 2008

All agreed it was valuable to tour the schools.

Follow-up Questions on meeting in Deadwood – September 8, 2008

A short discussion was held on the information learned at this meeting.

NIC National Meeting – Wyoming – October 25-27

Only two commissioners and the executive director were approved to attend this meeting. Dahlquist, Davis, and Monge will attend.

Instructor Seminar

Monge stated that the final report would be at the November meeting.

New Business

2009 Proposed Calendar

The Commission reviewed the proposed 2009 calendar and made some changes to the schedule. Other dates may be added throughout the year if deemed necessary. The calendar will be posted on the website and mailed to the schools.

The Commission discussed attending other national meetings throughout the year. This will be discussed further as these meetings come up.

Dahlquist proposed that the Commission join some of these national groups. She stated that the membership benefits may be valuable to the Commission. Monge will check on the cost of the memberships and report back to the Commission.

FY2008 Annual Report and FY2010 Proposed Budget

The Commission reviewed the FY2008 annual report and the FY2010 proposed budget.

EXECUTIVE DIRECTOR'S REPORT – September 29, 2008 **ATTACHMENT 1**

1. We are re-advertising for the inspector in Rapid City. Lorraine Puckett who we hired in August also resigned in August due to family concerns. Nancy LaBrie is covering the Western area until we can hire an inspector.
2. NIC representative Larry Walthers will be reviewing our State Boards security procedures on September 30.
3. The State Bureau of Personnel reviewed the inspector position classification and decided it was in the appropriate pay grade so there was no change.
4. Jackie Dahlquist and inspector Noreen Johnson participated in the NIC subject matter expert meeting on September 13-16 for the nail technology examination.
5. The Department of Labor has redesigned our web page. It is now live, and we are proofing the pages.
6. I am currently working on updating the rules regarding safety and sanitation procedures and requirements. Concerns on pedicure disinfection procedures have been sent to the office, and I will add that to the updates. The plan is to do a rules hearing next September.