

Meeting Minutes
BOARD OF BARBER EXAMINERS

Governors Inn, Kneip Room
700 W. Sioux Ave., Pierre
June 13, 2016 1:00 p.m. CDT

Secretary/Treasurer Coplan called the meeting to order at 1:00 p.m. CDT in Pierre.

Members Present: Darrell Deheer, President
 Carla Coplan, Secretary/Treasurer
 Randy Scott, Member
 Gary Harrington, Lay Member

Others Present: Carol Tellinghuisen, Executive Secretary
 Jill Lesselyoung, Executive Assistant
 Brooke Tellinghuisen Geddes, Executive Assistant

Members Absent: None

Corrections or additions to the agenda: There were no corrections or additions to the agenda.

Election of Officers: Coplan moved and Scott seconded to nominate Deheer for President. Motion carried by unanimous vote. Scott moved and Deheer seconded to re-elect Coplan as Secretary/Treasurer. Motion carried by unanimous vote.

Approval of the Minutes: Harrington moved and Coplan seconded to approve the minutes from March 30, 2015. Motion carried by unanimous vote.

FY Financial Update: Lesselyoung reported fiscal yearend figures as of June 30, 2015: revenue of \$22,334.80, expenditures of \$24,850.50 and cash on hand of \$52,379.59. Lesselyoung reported fiscal year to date figures as of April 30, 2016: revenue of \$6,489.79, expenditures of \$18,457.89 and cash on hand of \$40,411.49. Harrington moved and Coplan seconded to approve the financials as presented. Motion carried by unanimous vote.

Executive Secretary contract renewal: Tellinghuisen requested to renew the Executive Secretary contract at the current contract rate with no increase. Coplan moved and Scott seconded to renew the contract as requested. Motion carried by unanimous vote.

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Legislative/Rule changes: The Board discussed the proposed elimination of the apprenticeship level of licensure as drafted by Aaron Arnold, current reciprocity agreements and current requirements for school instructors. The Board was advised that neighboring states of Minnesota and North Dakota are implementing legislation to remove the apprenticeship level of licensure. Following discussion, Coplan moved and Scott seconded to proceed forward on the two issues of eliminating the apprenticeship

licensure and eliminating licensure by reciprocity, changing to licensure by endorsement with other states. Motion carried by unanimous vote.

Data Collection: Board members received a list of data elements to be collected by DLR Licensing Boards and Commissions Data Collection Applications. Lesselyoung explained this data is required by Department of Labor and Department of Health. The Licensing Boards and Commissions Data Collection Application will be accessed by the approved personnel from each Licensing Board, DOH and DLR. Each approved individual will only have access to information for the Board that person works with and no personally identifiable information will be released to the public.

Inspection Update: The Board office provided a copy of barbershops listed by inspector. The inspectors will review the list of shops needing inspected and will work towards having them all completed as well as update the Board office with any changes.

Complaints/Investigations: No complaints pending.

Renewal for Trademark registration for Design of Barber Pole: Scott advised the SD Barber's Association is willing to co-fund the renewal for the trademark registration. Harrington moved and Deheer seconded to renew the trademark registration with the cost to be split between the Board and the Association. Motion carried by unanimous vote.

Schedule next meeting: The next meeting will be scheduled when the law revisions are ready to be proposed to the Board.

Any other business coming in between date of mailing and date of meeting: There was no additional business.

Coplan moved and Scott seconded to adjourn the meeting. Motion carried by unanimous vote. Meeting adjourned at 2:17 p.m. CDT.

Respectfully submitted,

Carol Tellinghuisen
Executive Secretary