

**Meeting Minutes**  
**BOARD OF BARBER EXAMINERS**  
Teleconference  
August 28, 2017

President DeHeer called the meeting to order at 1:06 p.m. MDT. DeHeer called the roll. A quorum was present.

**Members Present:** Darrell DeHeer, President, Kristy Wright, Secretary/Treasurer, Randy Scott, Member, Alex Jensen, Lay Member (joined at 1:15 p.m.)

**Others in Attendance:** Carol Tellinghuisen, Executive Secretary, Jill Lesselyoung, Executive Assistant, Spearfish; Graham Oey, Senior Staff Attorney, South Dakota Department of Labor and Regulation, Pierre; Angela Taylor, Stewart School, Sioux Falls.

**Corrections or additions to the agenda:** None

**Approval of Minutes from June 5, 2017:** Wright made a motion to approve the minutes. Scott seconded the motion. Motion passed by unanimous roll call vote.

**FY Financial Update:** Lesselyoung reported fiscal yearend figures as of June 30, 2017: revenue of \$24,730.16, expenditures of \$28,111.71 and cash on hand of \$45,331.46. Lesselyoung reported fiscal year to date figures as of July 31, 2017: revenue of \$2,620.00, expenditures of \$3,212.45 and cash on hand of \$44,739.01. Scott made a motion to approve the financials. Wright seconded the motion. Motion carried by unanimous roll call vote.

**Renewal Update:** Lesselyoung reported the Board office processed 188 barber license renewals and 113 shop license renewals during FY 17. Some of these were late renewals from the prior fiscal year. There have been 10 new barber licenses issued in 2017.

**Inspection Update:** The Board members were provided an updated list of shops that need inspections for 2017.

**Foreign Applicants:** The Board office advised they had contacted and established services with Aequo International for education evaluations for foreign applicants. There have been two foreign applicants referred to the service.

**Complaints/Investigations:** The Board office was notified of an unlicensed barber advertising services on Facebook. With assistance from Oey, the Board office contacted the barber to advise of licensing requirements in South Dakota and offer their assistance. There are no other complaints.

**Timeline policy for criminal records:** The Board discussed a possible policy on a timeline reference for criminal records. Oey will look into further and the Board office will research. It will be discussed at a future date.

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**Code of Conduct FYI:** Oey advised the State office of Internal Control is working on a Code of Conduct for Boards and Commissions. He will update in the future.

**Next Meeting Date:** The Board office will send dates for a Spring meeting unless the Board needs to convene for a practical examination.

**Any other business coming in between date of mailing and date of meeting:** Angela Taylor with Stewarts School in Sioux Falls advised they are interested in starting a barber school in South Dakota.

Jensen made a motion to adjourn the meeting at 1:36 p.m. Scott seconded the motion. Motion passed by unanimous roll call vote.

Respectfully submitted,



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Carol Tellinghuisen  
Executive Secretary  
Board of Barber Examiners

**Adjournment:** 1:36 p.m.