

**MEETING AGENDA**  
**SOUTH DAKOTA COSMETOLOGY COMMISSION**  
April 17, 2020

To join the meeting via conference call:  
Dial: (866) 410-8397 • Conference Code: 5816742095

**This meeting will be held via conference call.**

- A. 10: am (CDT) – Convene ..... Crystal Carlson
- B. Roll Call ..... Tami Stokes
- C. Approval of Agenda
- D. January 24, 2020 Meeting Minutes ..... Tami Stokes
- E. Treasurer's Report ..... Tami Stokes
- F. Executive Director Report ..... Kate Boyd
- G. Disciplinary Actions ..... Violations Committee
  - 1. Case I – 2019
  - 2. Case K – 2019
  - 3. Case L – 2019
  - 4. Case N – 2019
  - 5. Lapsed Case 34-2019
  - 6. Lapsed Case 35-2019
  - 7. Lapsed Case-36-2019
  - 8. Lapsed Case 37-2019
  - 9. Lapsed Case 39-2019
  - 10. Lapsed Case 40-2019
  - 11. Lapsed Case 41-2019
  - 12. Lapsed Case 43-2019
  - 13. Lapsed Case 44-2019
  - 14. Lapsed Case 1-2020
  - 15. Lapsed Case 2-2020
  - 16. Lapsed Case 3-2020
  - 17. Lapsed Case 4-2020
  - 18. Lapsed Case 5-2020
  - 19. Lapsed Case 6-2020
  - 20. Dismissal of 3 cases
    - a. Case A-2020
    - b. Case B-2020
    - c. Salon Complaint

- H. Open for Public Comment
- I. State Board Examinations
- J. Application Review
  - 1. School License Renewal Application – Stewart School
  - 2. Microdermabrasion File Provider Application – Ramona Reicherts
  - 3. Electric File Provider Application – Revive Day Spa
  - 4. Eyelash Extension Education Provider Application – National Salon Resources
  - 5. Request for Student License from Applicant with Felony Convictions
  - 6. Request for License Reinstatement – Ngoc Lan Thi Nguyen
- K. Tentative Meeting & Exam Calendar
  - May 17-18, 2020 – Cosmetology & Esthetics State Board Exams
  - June 19, 2020 – Commission Meeting – Pierre
  - Sept 25, 2020 – Rapid City School Visits & Commission Meeting
  - Oct 2-5, 2020 – NIC Annual Conference – Louisville, KY
  - Dec 11, 2020 – Commission Meeting – Conference Call
- L. Other Business
  
- M. 11:00 am – Adjourn

*Individuals needing assistance, pursuant to the Americans with Disabilities Act or to join the meeting via teleconference, should contact the Cosmetology Commission (605-773-6193) by Wednesday, April 15, 2020 to make any necessary arrangements.*

**Meeting Minutes**  
**SOUTH DAKOTA COSMETOLOGY COMMISSION**  
123 W Missouri Ave, Pierre, South Dakota  
January 24, 2020 (CST)

President Crystal Carlson called the meeting to order at 8:30 am.

Secretary-Treasurer Tami Stokes read the roll and a quorum was established.

**Members Present:** Crystal Carlson  
Renee Graf  
Debbie Pageler  
Annette Petersen  
Tami Stokes

**Members Absent:** N/A

**Others Present:** Kate Boyd, Executive Director  
Teresa Diederich, Program Assistant 1  
Nichole Finch, Paul Mitchell The School Rapid City  
Danielle Bouwman, Stewart School, via teleconference  
Angela Larson, LATI, via teleconference

Executive Director Kate Boyd withdrew the four petitions for declaratory ruling and noted they will be resubmitted for the April meeting. Debbie Pageler made a motion to approve the agenda as amended. Tami Stokes seconded the motion. **MOTION PASSED.**

Crystal Carlson made a motion to approve the minutes of the December 6, 2019 meeting. Annette Petersen seconded the motion. **MOTION PASSED.**

Treasurer Tami Stokes stated the available funds balance is \$183,731.30 and the cash center balance is \$116,201.52. Executive Director Kate Boyd noted that the fee increases went into effect 1/1/20, so we should start seeing the cash center balance increasing.

The Executive Director's Report was included in the meeting handouts and included the following information: (1) Legislative Update of three bills that affect the Commission or our licensees; (2) School name change from Headlines Academy to Paul Mitchell The School Rapid City; (3) Black Hills Beauty College is being sold effective March 1, 2020 and there will be a new name, The Salon Professional Academy (TSPA); (4) Information for Commission members on the two NIC meetings being held in 2020; and (5) report of lapsed license disciplinary action fees. A copy of the Executive Director's Report is attached to these minutes.

Case G- 2019 -- Crystal Carlson made a motion to approve the Consent Agreement for the following items:

- a) Southeastern Hair Design and Day Spa's salon license will be suspended for a period of 14 days beginning February 14, 2020.
- b) The 14 days of suspension will be held in abeyance for a period of one year and the salon license will not be actively suspended so long as the following conditions are observed:
  - a. Ms. Donley will pay \$500 by February 14, 2020.

- b. Southeastern Hair Design and Day Spa will be subject to no more than four unannounced inspections for a period of one year from the date the agreement is accepted by the Commission.
- c. Comply with all laws and regulations of the Commission.

Debbie Pagler seconded the motion. **MOTION PASSED.**

Case H 2019 -- Tami Stokes made a motion to approve the Consent Agreement for the following items:

- a) Ghusoon Al Hachama's personal license will be suspended for a period of 7 days beginning February 14, 2020.
- b.) The 7 days of suspension will be held in abeyance for a period of one year and her personal license will not be actively suspended so long as the following conditions are observed:
  - a. Ms. Al Hachama will pay \$50 by February 14, 2020.
  - b. Comply with all laws and regulations of the Commission.

Annette Petersen seconded the motion. **MOTION PASSED.**

Case J- 2019 -- Crystal Carlson made a motion to approve the Consent Agreement for the following items:

- a) Sandy's Beauty Salon's salon license will be suspended for a period of 30 days beginning February 14, 2020.
- b) The 30 days of suspension will be held in abeyance for a period of one year and her personal license will not be actively suspended so long as the following conditions are observed:
  - a. Ms. Escuita will pay \$350 by February 14, 2020, and \$350 by March 14, 2020.
  - b. Sandra Escuita and any Cosmetologists, nail technicians or estheticians working at Sandy's Beauty Salon shall take and pass the Infection Control Online Class sponsored by Milady.
  - c. Sandy's Beauty Salon will be subject to no more than four unannounced inspections for a period of one year from the date the agreement is accepted by the Commission.
  - d. Comply with all laws and regulations of the Commission.

Debbie Pagler seconded the motion. **MOTION PASSED.**

Lapsed Case 18 2019 -- Crystal Carlson made a motion to approve the Consent Agreement for the following items:

- a) Dani Dahme's personal license will be suspended for a period of 10 days beginning February 14, 2020.
- b) The 10 days of suspension will be held in abeyance for a period of one year and her personal license will not be actively suspended so long as the following conditions are observed:
  - a) Ms. Dahme will pay \$125 by February 14, 2020.
  - b) Comply with all laws and regulations of the Commission.

Renee Graf seconded the motion. **MOTION PASSED.**

Lapsed Case 19-2019 Case H 2019 -- Crystal Carlson made a motion to approve the Consent Agreement for the following items:



- a) Colley Cuts Salon license will be suspended for a period of 15 days beginning February 14, 2020.
- b) The 15 days of suspension will be held in abeyance for a period of one year and her personal license will not be actively suspended so long as the following conditions are observed:
  - a) Mr. Colley will pay \$125 by February 14, 2020 and \$100 by March 14, 2020.
  - b) Comply with all laws and regulations of the Commission.

Debbie Pageler seconded the motion. **MOTION PASSED.**

Lapsed Case 21 2019 --Tami Stokes made a motion to approve the Consent Agreement for the following items:

- a) Tanya Peterson's personal license will be suspended for a period of 10 days beginning February 14, 2020.
- b) The 10 days of suspension will be held in abeyance for a period of one year and her personal license will not be actively suspended so long as the following conditions are observed:
  - a) Ms. Peterson will pay \$125 by February 14, 2020
  - b) Comply with all laws and regulations of the Commission.

Renee Graf seconded the motion. **MOTION PASSED.**

Lapsed Case 22-2019 -- Crystal Carlson made a motion to approve the Consent Agreement for the following items:

- a) Mandy Zerr's personal license will be suspended for a period of 15 days beginning February 14, 2020.
- b) The 15 days of suspension will be held in abeyance for a period of one year and her personal license will not be actively suspended so long as the following conditions are observed:
  - a) Ms. Zerr will pay \$250 by February 14, 2020
  - b) Comply with all laws and regulations of the Commission.

Annette Petersen seconded the motion. **MOTION PASSED.**

Lapsed Case 23-2019 -- Annette Petersen made a motion to approve the Consent Agreement for the following items:

- a) Tammy Merchen's personal license will be suspended for a period of 15 days beginning February 14, 2020.
- b) The 15 days of suspension will be held in abeyance for a period of one year and her personal license will not be actively suspended so long as the following conditions are observed:
  - a) Ms. Merchen will pay \$275 by February 14, 2020
  - b) Comply with all laws and regulations of the Commission.

Tami Stokes seconded the motion. **MOTION PASSED.**

Lapsed Case 24-2019 -- Debbie Pageler made a motion to approve the Consent Agreement for the following items:

- a) Kirsten Legrand's booth license will be suspended for a period of 15 days and her personal license will be suspended for a period of 10 days beginning February 14, 2020.
- b) The 15 and 10 days of suspension will be held in abeyance for a period of one year and her personal license will not be actively suspended so long as the following conditions are observed:

- a) Ms. Legrand will pay \$275 by February 14, 2020
- b) Comply with all laws and regulations of the Commission.

Renee Graf seconded the motion. **MOTION PASSED.**

Lapsed Case 25-2019 -- Crystal Carlson made a motion to approve the Consent Agreement for the following items:

- a) Amanda Harr's booth license will be suspended for a period of 5 days beginning February 14, 2020.
- b) The 5 days of suspension will be held in abeyance for a period of one year and her personal license will not be actively suspended so long as the following conditions are observed:
  - a) Ms. Harr will pay \$100 by February 14, 2020
  - b) Comply with all laws and regulations of the Commission.

Renee Graf seconded the motion. **MOTION PASSED.**

Lapsed Case 26-2019 -- Crystal Carlson made a motion to approve the Consent Agreement for the following items:

- a) Main Attractions by Kim's salon license will be suspended for a period of 5 days beginning February 14, 2020.
- b) The 5 days of suspension will be held in abeyance for a period of one year and her personal license will not be actively suspended so long as the following conditions are observed:
  - a) Ms. Swayze will pay \$100 by February 14, 2020
  - b) Comply with all laws and regulations of the Commission.

Debbie Pageler seconded the motion. **MOTION PASSED.**

Lapsed Case 27-2019 -- Annette Petersen made a motion to approve the Consent Agreement for the following items:

- a) Aimee Nonnast's personal license will be suspended for a period of 10 days beginning February 14, 2020.
- b) The 10 days of suspension will be held in abeyance for a period of one year and her personal license will not be actively suspended so long as the following conditions are observed:
  - a) Ms. Nonnast will pay \$125 by February 14, 2020
  - b) Comply with all laws and regulations of the Commission.

Renee Graf seconded the motion. **MOTION PASSED**

Lapsed Case 28-2019 -- Crystal Carlson made a motion to approve the Consent Agreement for the following items:

- a) Brookes Schultz's booth license will be suspended for a period of 10 days beginning February 14, 2020.
- b) The 10 days of suspension will be held in abeyance for a period of one year and her personal license will not be actively suspended so long as the following conditions are observed:
  - a) Ms. Schultz will pay \$125 by February 14, 2020
  - b) Comply with all laws and regulations of the Commission.

Debbie Pageler seconded the motion. **MOTION PASSED.**

Lapsed Case 29-2019 -- Annette Petersen made a motion to approve the Consent Agreement for the following items:

- a) Lindsey Faini's booth license will be suspended for a period of 15 days beginning February 14, 2020.
- b) The 15 days of suspension will be held in abeyance for a period of one year and her personal license will not be actively suspended so long as the following conditions are observed:
  - a) Ms. Schultz will pay \$225 by February 14, 2020
  - b) Comply with all laws and regulations of the Commission.

Crystal Carlson seconded the motion. **MOTION PASSED.**

Lapsed Case 30-2019 -- Debbie Pageler made a motion to approve the Consent Agreement for the following items:

- a) Kathryn Ellingson's personal license will be suspended for a period of 5 days beginning February 14, 2020.
- b) The 5 days of suspension will be held in abeyance for a period of one year and her personal license will not be actively suspended so long as the following conditions are observed:
  - a) Ms. Ellingson will pay \$100 by February 14, 2020
  - b) Comply with all laws and regulations of the Commission.

Crystal Carlson seconded the motion. **MOTION PASSED.**

Lapsed Case 31-2019 -- Annette Petersen made a motion to approve the Consent Agreement for the following items:

- a) Carmen Van Dyke's booth license will be suspended for a period of 5 days beginning February 14, 2020.
- b) The 5 days of suspension will be held in abeyance for a period of one year and her personal license will not be actively suspended so long as the following conditions are observed:
  - a) Ms. Van Dyke will pay \$100 by February 14, 2020
  - b) Comply with all laws and regulations of the Commission.

Tami Stokes seconded the motion. **MOTION PASSED.**

Lapsed Case 32-2019 -- Crystal Carlson made a motion to approve the Consent Agreement for the following items:

- a) The Mop Shop's salon license will be suspended for a period of 10 days beginning February 14, 2020.
- b) The 10 days of suspension will be held in abeyance for a period of one year and her personal license will not be actively suspended so long as the following conditions are observed:
  - a) Ms. Van Dyke will pay \$125 by February 14, 2020
  - b) Comply with all laws and regulations of the Commission.

Renee Graf seconded the motion. **MOTION PASSED.**

Lapsed Case 33-2019 -- Annette Petersen made a motion to approve the Consent Agreement for the following items:

- a) Nancy Soll's personal license will be suspended for a period of 10 days beginning February 14, 2020.

- b) The 10 days of suspension will be held in abeyance for a period of one year and her personal license will not be actively suspended so long as the following conditions are observed:

- a) Ms. Soll will pay \$125 by February 14, 2020
- b) Comply with all laws and regulations of the Commission.

Tami Stokes seconded the motion. **MOTION PASSED.**

There were no public comments.

Executive Director Boyd informed the Commission that NIC is in the process of developing written practical examinations for all the license types we currently test using the NIC hands-on practical examination. The new written practical exams will be rolled out July 1, 2020. The exams questions will give a scenario and the applicant must choose the correct answer. It is our understanding that there will be a Candidate Information Bulletin for this exam, as there is for the hands-on practical and the theory exam. Our commission could choose to discontinue use of the current hands-on practical exam and start using the written practical when it becomes available. She said that she is researching computer-based test options in Sioux Falls, Watertown and Rapid City so that candidates will not be required to come to Pierre for any of the exams.

Crystal Carlson made a motion to discontinue use of the current NIC hands-on practical examination and begin using the NIC written practical examination when it becomes available July 1, 2020. Renee Graff seconded the motion. **MOTION PASSED.** (Carlson yea; Graf yea; Pageler yea; Petersen yea; Stokes abstain).

The Commission reviewed the draft inspection reports several additions and clarifications were made. Tami Stokes made a motion to adopt the new salon/booth and school/student clinic floor inspection reports with the changes noted. Renee Graf seconded the motion. **MOTION PASSED.**

Annette Petersen made a motion to approve the school license renewal application for Black Hills Beauty College. Debbie Pageler seconded the motion. **MOTION PASSED.**

Annette Petersen made a motion to approve the new school application for The Salon Professional Academy, formerly Black Hills Beauty College. Debbie Pageler seconded the motion. **MOTION PASSED.**

Renee Graf made a motion to approve the apprentice application of Bradi Heinz at Revive Day Spa in Aberdeen. Tami Stokes seconded the motion. **MOTION PASSED.**

Debbie Pageler made a motion to approve the eyelash extension education provider application of Chantelle Duncan. **MOTION PASSED.**

Tami Stokes made a motion to approve the student license application from the individual with felony convictions. **MOTION PASSED.**

The upcoming meetings and exam dates were reviewed. The Commission requested that the Watertown and Sioux Falls school visits and Commission meeting be rearranged to begin in Sioux Falls on Thursday afternoon and then drive to Watertown for the school visit and

Commission meeting Friday morning. Further it was agreed to change the July 24 Commission meeting date to mid-June. Friday, June 19 was suggested as a possibility. Members will check their personal calendars and confirm if they are available that day.

Out-of-State Travel Requests were handed out to the Commission for their use if they want to request to attend the April 24-26, 2020 NIC all Region Meeting in Biloxi, Mississippi or October 2-5, 2020 NIC Annual Conference in Lexington, Kentucky. It was noted that all out-of-state travel requests must be approved by the Department of Labor & Regulation Secretary. Two to three members are normally approved to attend each meeting, together with the Executive Director.

Crystal Carlson made a motion to adjourn. Debbie Pageler seconded the motion. **MOTION PASSED.**

President Crystal Carlson adjourned the meeting at 10:04 am.

Respectfully submitted,

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Kate Boyd, Executive Director

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Tami Stokes, Secretary-Treasurer

**SOUTH DAKOTA COSMETOLOGY COMMISSION  
EXECUTIVE DIRECTOR'S REPORT**

**January 24, 2020**

1. **Legislative Update** – As of January 14, 2020, there are three legislative bills being introduced in the Legislative Session of interest to the Commission. Copies of these bills are included in the meeting packets and are briefly summarized below.  
  
**SB 10** – will allow the Cosmetology Commission to allow credit for general coursework completed in other programs or institutions, not specific to cosmetology, nail technology, or esthetics, to be applied to any course of study required for licensure with the Commission. The bill authorizes the Commission to establish criteria for accepting and applying the allowable credit.  
  
Individuals who may be interested in this cross-over education for licensing with the Commission may include licensed massage therapists, makeup artists, barbers, or medical personnel.  
  
**SB 13** – is similar to SB 10, in that it allows the South Dakota Board of Barber Examiners to allow credit for general coursework completed in other programs or institutions, not specific to barbering, to be applied to any course of study required for certification with the Barber Board. The bill authorizes the Board to establish criteria for accepting and applying the allowable credit. A cosmetologist could attend a South Dakota school of barbering for the required hours and curriculum set by the Board of Barber Examiners to apply for a SD barber certificate.  
  
**SB 23** – will remove the high school education requirement to be licensed with the Cosmetology Commission. It does not change the minimum age of 17 to attend cosmetology school or minimum age of 18 to become fully licensed with the Commission.
2. **School Name Change** -- Peggy Sproat, owner of Headlines Academy, has informed the Commission that her school has become a Paul Mitchell School. The official school name is Paul Mitchell The School Rapid City. A school name change does not require a new school license.
3. **Sale of School** – Black Hills Beauty College (BHBC) is being purchased by Wendy Beaumont, effective March 1, 2020 and will have a new name, The Salon Professional Academy (T-SPA). The current license for Black Hills Beauty College expires February 1, 2020; therefore, the Commission meeting packets include a school license renewal application from BHBC and new school license application from T-SPA.
4. **2020 NIC All Region Meeting and Annual Conference** – Enclosed is a copy of the 2020 Meeting and Exam Calendar. Of special note are the two NIC Meetings being held in April in Biloxi, Mississippi and in October in Louisville, Kentucky. Out-of-state travel request forms will be available at the January 24 Commission meeting for any Commission member who wants to request approval to attend either of these meetings.
5. **Lapsed License Disciplinary Action Fees** – The Commission had asked the Violations Committee to revisit the fees that are proposed in consent agreements in lieu of license suspension. The fees begin at \$50 for a license lapsed two months, and an additional \$25 is added on for each additional month the license was lapsed. If the licensee has two lapsed licenses – personal license and salon/booth, we have only been imposing the fee for the license that has been lapsed the longest. In accordance with Commission direction at the September 20 Commission meeting, the Violations Committee recommends that the fee structure remain the same, but that if two licenses are lapsed, the fee for the license that has been lapsed the longest will be offered, together with 25% of what the monthly fee for the second license would be.

March, 2020

BA20JB60

MONTHLY

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BUDGET UNIT 1033

AVAILABLE FUNDS  
AS OF: 03/31/2020  
FY YEAR REMAINING: 25.1%  
PAY DAYS REMAINING: 6

DATE 04/04/2020

BUDGET UNIT NAME COSMETOLOGY COMMISSION

| COMP         | ORIGINAL APPROPRIATION | APPROPRIATION TRANSFERS | YEAR-TO-DATE COMMITMENTS | YEAR-TO-DATE ENCUMBRANCES | YEAR-TO-DATE EXPENDITURES | AVAILABLE APPROPRIATIONS | CASH BALANCE |
|--------------|------------------------|-------------------------|--------------------------|---------------------------|---------------------------|--------------------------|--------------|
| 6503-I       | 368,642.00             | 0.00                    | 0.00                     | 12,880.27                 | 251,206.89                | 104,554.84               | 129,488.02   |
| BUDGETED TOT | 368,642.00             | 0.00                    | 0.00                     | 12,880.27                 | 251,206.89                | 104,554.84               |              |
| ALL COMP TOT | 368,642.00             | 0.00                    | 0.00                     | 12,880.27                 | 251,206.89                | 104,554.84               |              |

TOTAL BUDGETED:

| OBJECT OF EXPENDITURE  | AMOUNT BUDGETED | COMMITMENTS YEAR-TO-DATE | ENCUMBRANCES YEAR-TO-DATE | MONTHLY EXPENDITURES | YEAR-TO-DATE | BUDGET AVAILABLE | PCT AVL |
|------------------------|-----------------|--------------------------|---------------------------|----------------------|--------------|------------------|---------|
| 5101 EMPLOYEE SALARIES | 183,174.00      | 0.00                     | 0.00                      | 6,336.67             | 129,652.63   | 53,521.37        | 29.2    |
| 5102 EMPLOYEE BENEFITS | 58,314.00       | 0.00                     | 0.00                      | 1,992.80             | 34,976.63    | 23,337.37        | 40.0    |
| 5203 TRAVEL            | 42,268.00       | 0.00                     | 0.00                      | 2,161.90             | 27,238.72    | 15,029.28        | 35.6    |
| 5204 CONTRACTUAL SVCS  | 74,405.00       | 0.00                     | 12,880.27                 | 3,542.31             | 45,838.42    | 15,686.31        | 21.1    |
| 5205 SUPPLIES & MATRLS | 10,481.00       | 0.00                     | 0.00                      | 2,473.48             | 13,254.49    | 2,773.49         | 0.0     |
| 5207 CAPITAL OUTLAY    | 0.00            | 0.00                     | 0.00                      | 0.00                 | 246.00       | 246.00           | 0.0     |
| TOTALS                 | 368,642.00      | 0.00                     | 12,880.27                 | 16,507.16            | 251,206.89   | 104,554.84       | 28.4    |

BREAKOUT BY COMPANY:

COMPANY 6503-I PROFESSIONAL & LICENSING BOARDS

| OBJECT OF EXPENDITURE     | AMOUNT BUDGETED | COMMITMENTS YEAR-TO-DATE | ENCUMBRANCES YEAR-TO-DATE | MONTHLY EXPENDITURES | YEAR-TO-DATE | BUDGET AVAILABLE | PCT AVL |
|---------------------------|-----------------|--------------------------|---------------------------|----------------------|--------------|------------------|---------|
| 5101000 EMPLOYEE SALARIES | 183,174.00      | 0.00                     | 0.00                      | 6,336.67             | 129,652.63   | 53,521.37        | 29.2    |
| 5102000 EMPLOYEE BENEFITS | 58,314.00       | 0.00                     | 0.00                      | 1,992.80             | 34,976.63    | 23,337.37        | 40.0    |
| 5203000 TRAVEL            | 42,268.00       | 0.00                     | 0.00                      | 2,161.90             | 27,238.72    | 15,029.28        | 35.6    |
| 5204000 CONTRACTUAL SVCS  | 74,405.00       | 0.00                     | 12,880.27                 | 3,542.31             | 45,838.42    | 15,686.31        | 21.1    |
| 5205000 SUPPLIES & MATRLS | 10,481.00       | 0.00                     | 0.00                      | 2,473.48             | 13,254.49    | 2,773.49         | 0.0     |
| 5207000 CAPITAL OUTLAY    | 0.00            | 0.00                     | 0.00                      | 0.00                 | 246.00       | 246.00           | 0.0     |
| PS SUBTOTALS              | 241,488.00      | 0.00                     | 0.00                      | 8,329.47             | 164,629.26   | 76,858.74        | 31.8    |
| OE SUBTOTALS              | 127,154.00      | 0.00                     | 12,880.27                 | 8,177.69             | 86,577.63    | 27,696.10        | 21.8    |
| COMPANY 6503-I TOT        | 368,642.00      | 0.00                     | 12,880.27                 | 16,507.16            | 251,206.89   | 104,554.84       | 28.4    |

AGENCY: 10 LABOR & REGULATION  
BUDGET UNIT: 1033 COSMETOLOGY COMMISSION

| COMPANY                        | CENTER       | ACCOUNT | BALANCE    | DR/CR  | CENTER DESCRIPTION     |
|--------------------------------|--------------|---------|------------|--------|------------------------|
| 6503                           | 103300061806 | 1140000 | 129,488.02 | DR     | COSMETOLOGY COMMISSION |
| COMPANY/SOURCE TOTAL 6503 618  |              |         | 129,488.02 | DR *   |                        |
| COMP/BUDG UNIT TOTAL 6503 1033 |              |         | 129,488.02 | DR **  |                        |
| BUDGET UNIT TOTAL 1033         |              |         | 129,488.02 | DR *** |                        |



March 2020

BA0225R1 04/04/2020

STATE OF SOUTH DAKOTA  
 REVENUE SUMMARY BY BUDGET UNIT  
 FOR PERIOD ENDING: 03/31/2020

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AGENCY 10 LABOR & REGULATION  
 BUDGET UNIT 1033 COSMETOLOGY COMMISSION

| CENTER             | COMP                            | ACCOUNT | DESCRIPTION                                   | CURRENT MONTH | YEAR-TO-DATE |
|--------------------|---------------------------------|---------|---|---------------|--------------|
| COMPANY NO         | 6503                            |         |   |               |              |
| COMPANY NAME       | PROFESSIONAL & LICENSING BOARDS |         |   |               |              |
| 103300061806       | 6503                            | 4293901 | COS-OPERATOR/MANAGER                          | 12,085.00     | 98,105.00    |
| 103300061806       | 6503                            | 4293969 | COS-SALONS LICENSE                            | 6,235.00      | 51,715.00    |
| 103300061806       | 6503                            | 4293970 | COS-INSTRUCTORS LIC                           | 70.00         | 735.00       |
| 103300061806       | 6503                            | 4293971 | COS-STUDENTS/APPRENTICES                      | 72.00         | 1,324.00     |
| 103300061806       | 6503                            | 4293972 | COS-PERMITS                                   | 2,166.00      | 18,370.00    |
| 103300061806       | 6503                            | 4293973 | COS-SCHOOL LICENSE                            | .00           | 1,200.00     |
| 103300061806       | 6503                            | 4293984 | COS-RECIPROCIITY/CERTIF                       | 1,340.00      | 10,460.00    |
| ACCT: 4293         |                                 |         | BUSINESS & OCCUP LICENSING (NON-GOVERNMENTAL) | 21,968.00     | 181,909.00   |
| ACCT: 42           |                                 |         | LICENSES, PERMITS & FEES                      | 21,968.00     | 181,909.00   |
| 103300061806       | 6503                            | 4393903 | COS-PENALTY'S                                 | 2,600.00      | 37,903.51    |
| ACCT: 4393         |                                 |         | PENALTIES (NON-GOVERNMENTAL)                  | 2,600.00      | 37,903.51    |
| ACCT: 43           |                                 |         | FINES, FORFEITS & PENALTIES                   | 2,600.00      | 37,903.51    |
| 103300061806       | 6503                            | 4896004 | COS-EDUCATION COURSE COST                     | 35.00         | 1,166.00     |
| 103300061806       | 6503                            | 4896007 | COSM-NATL EXAM TEST COST                      | 1,340.00      | 12,780.00    |
| 103300061806       | 6503                            | 4896020 | MISCELLANEOUS INCOME                          | 8.00          | 698.00       |
| ACCT: 4896         |                                 |         |   | 1,383.00      | 14,644.00    |
| ACCT: 48           |                                 |         | OTHER REVENUE                                 | 1,383.00      | 14,644.00    |
| 103300061806       | 6503                            | 4920045 | NONOPERATING REVENUES                         | .00           | 3,415.95     |
| ACCT: 4920         |                                 |         | NONOPERATING REVENUE                          | .00           | 3,415.95     |
| ACCT: 49           |                                 |         | OTHER REVENUE                                 | .00           | 3,415.95     |
| CNTR: 103300061806 |                                 |         |   | 25,951.00     | 237,872.46   |
| COMP: 6503         |                                 |         |   | 25,951.00     | 237,872.46   |
| B UNIT: 1033       |                                 |         |   | 25,951.00     | 237,872.46   |

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BAIE02MJ 04/04/2020

AGENCY 10 LABOR & REGULATION  
BUD UNIT 1033 COSMETOLOGY COMMISSION

| COMP  | CENTER       | ACCOUNT | DOCUMENT ID | POST DATE  | APPROVAL, VENDOR, OR PO # | EFFECT DATE | AMOUNT   | DR CR |
|---|--------------|---------|-------------|------------|---------------------------|-------------|----------|-------|
| COMPANY NO 6503<br>COMPANY NAME PROFESSIONAL & LICENSING BOARDS |              |         |             |            |                           |             |          |       |
| 6503  | 103300061806 | 4293901 | C100BK180   | 03/27/2020 | 243028                    | 03/10/2020  | 1,875.00 | DR    |
| 6503  | 103300061806 | 4293901 | C100BK180   | 03/27/2020 | 243028                    | 03/10/2020  | 1,875.00 | CR    |
| 6503  | 103300061806 | 4293969 | C100BK180   | 03/27/2020 | 243028                    | 03/10/2020  | 840.00   | DR    |
| 6503  | 103300061806 | 4293969 | C100BK180   | 03/27/2020 | 243028                    | 03/10/2020  | 840.00   | CR    |
| 6503  | 103300061806 | 4293972 | C100BK180   | 03/27/2020 | 243028                    | 03/10/2020  | 780.00   | DR    |
| 6503  | 103300061806 | 4293972 | C100BK180   | 03/27/2020 | 243028                    | 03/10/2020  | 780.00   | CR    |
| 6503  | 103300061806 | 4293984 | C100BK180   | 03/27/2020 | 243028                    | 03/10/2020  | 40.00    | DR    |
| 6503  | 103300061806 | 4293984 | C100BK180   | 03/27/2020 | 243028                    | 03/10/2020  | 40.00    | CR    |
| 6503  | 103300061806 | 4293901 | C100C0055   | 03/06/2020 | 241583                    | 03/06/2020  | 2,840.00 | DR    |
| 6503  | 103300061806 | 4293901 | C100C0055   | 03/06/2020 | 241583                    | 03/06/2020  | 2,840.00 | CR    |
| 6503  | 103300061806 | 4293969 | C100C0055   | 03/06/2020 | 241583                    | 03/06/2020  | 2,840.00 | DR    |
| 6503  | 103300061806 | 4293969 | C100C0055   | 03/06/2020 | 241583                    | 03/06/2020  | 2,840.00 | CR    |
| 6503  | 103300061806 | 4293972 | C100C0055   | 03/06/2020 | 241583                    | 03/06/2020  | 960.00   | DR    |
| 6503  | 103300061806 | 4293972 | C100C0055   | 03/06/2020 | 241583                    | 03/06/2020  | 960.00   | CR    |
| 6503  | 103300061806 | 4293984 | C100C0055   | 03/06/2020 | 241583                    | 03/06/2020  | 720.00   | DR    |
| 6503  | 103300061806 | 4293984 | C100C0055   | 03/06/2020 | 241583                    | 03/06/2020  | 720.00   | CR    |
| 6503  | 103300061806 | 4293901 | C100C0057   | 03/04/2020 | 241198                    | 03/04/2020  | 1,175.00 | DR    |
| 6503  | 103300061806 | 4293901 | C100C0057   | 03/04/2020 | 241198                    | 03/04/2020  | 1,175.00 | CR    |
| 6503  | 103300061806 | 4293969 | C100C0057   | 03/04/2020 | 241198                    | 03/04/2020  | 1,175.00 | DR    |
| 6503  | 103300061806 | 4293969 | C100C0057   | 03/04/2020 | 241198                    | 03/04/2020  | 1,175.00 | CR    |
| 6503  | 103300061806 | 4293972 | C100C0057   | 03/04/2020 | 241198                    | 03/04/2020  | 640.00   | DR    |
| 6503  | 103300061806 | 4293972 | C100C0057   | 03/04/2020 | 241198                    | 03/04/2020  | 640.00   | CR    |
| 6503  | 103300061806 | 4293984 | C100C0057   | 03/04/2020 | 241198                    | 03/04/2020  | 360.00   | DR    |
| 6503  | 103300061806 | 4293984 | C100C0057   | 03/04/2020 | 241198                    | 03/04/2020  | 360.00   | CR    |
| 6503  | 103300061806 | 4293901 | C100C0058   | 03/04/2020 | 241491                    | 03/03/2020  | 765.00   | DR    |
| 6503  | 103300061806 | 4293901 | C100C0058   | 03/04/2020 | 241491                    | 03/03/2020  | 765.00   | CR    |
| 6503  | 103300061806 | 4293969 | C100C0058   | 03/04/2020 | 241491                    | 03/03/2020  | 765.00   | DR    |
| 6503  | 103300061806 | 4293969 | C100C0058   | 03/04/2020 | 241491                    | 03/03/2020  | 765.00   | CR    |
| 6503  | 103300061806 | 4293970 | C100C0058   | 03/04/2020 | 241491                    | 03/03/2020  | 510.00   | DR    |
| 6503  | 103300061806 | 4293970 | C100C0058   | 03/04/2020 | 241491                    | 03/03/2020  | 510.00   | CR    |
| 6503  | 103300061806 | 4293971 | C100C0058   | 03/04/2020 | 241491                    | 03/03/2020  | 35.00    | DR    |
| 6503  | 103300061806 | 4293971 | C100C0058   | 03/04/2020 | 241491                    | 03/03/2020  | 35.00    | CR    |
| 6503  | 103300061806 | 4293972 | C100C0058   | 03/04/2020 | 241491                    | 03/03/2020  | 72.00    | DR    |
| 6503  | 103300061806 | 4293972 | C100C0058   | 03/04/2020 | 241491                    | 03/03/2020  | 72.00    | CR    |
| 6503  | 103300061806 | 4293984 | C100C0058   | 03/04/2020 | 241491                    | 03/03/2020  | 372.00   | DR    |
| 6503  | 103300061806 | 4293984 | C100C0058   | 03/04/2020 | 241491                    | 03/03/2020  | 372.00   | CR    |
| 6503  | 103300061806 | 4293901 | C100C0059   | 03/06/2020 | 241666                    | 03/03/2020  | 400.00   | DR    |
| 6503  | 103300061806 | 4293901 | C100C0059   | 03/06/2020 | 241666                    | 03/03/2020  | 400.00   | CR    |
| 6503  | 103300061806 | 4293969 | C100C0059   | 03/06/2020 | 241666                    | 03/03/2020  | 1,030.00 | DR    |
| 6503  | 103300061806 | 4293969 | C100C0059   | 03/06/2020 | 241666                    | 03/03/2020  | 1,030.00 | CR    |
| 6503  | 103300061806 | 4293972 | C100C0060   | 03/06/2020 | 241666                    | 03/05/2020  | 1,030.00 | DR    |
| 6503  | 103300061806 | 4293972 | C100C0060   | 03/06/2020 | 241666                    | 03/05/2020  | 1,030.00 | CR    |
| 6503  | 103300061806 | 4293901 | C100C0060   | 03/06/2020 | 241698                    | 03/05/2020  | 1,360.00 | DR    |
| 6503  | 103300061806 | 4293901 | C100C0060   | 03/06/2020 | 241698                    | 03/05/2020  | 1,360.00 | CR    |
| 6503  | 103300061806 | 4293969 | C100C0060   | 03/06/2020 | 241698                    | 03/05/2020  | 1,360.00 | DR    |
| 6503  | 103300061806 | 4293969 | C100C0060   | 03/06/2020 | 241698                    | 03/05/2020  | 1,360.00 | CR    |
| 6503  | 103300061806 | 4293972 | C100C0060   | 03/06/2020 | 241698                    | 03/05/2020  | 510.00   | DR    |
| 6503  | 103300061806 | 4293972 | C100C0060   | 03/06/2020 | 241698                    | 03/05/2020  | 510.00   | CR    |
| 6503  | 103300061806 | 4293984 | C100C0060   | 03/06/2020 | 241698                    | 03/05/2020  | 192.00   | DR    |
| 6503  | 103300061806 | 4293984 | C100C0060   | 03/06/2020 | 241698                    | 03/05/2020  | 192.00   | CR    |
| 6503  | 103300061806 | 4293901 | C100C0062   | 04/01/2020 | 242127                    | 03/12/2020  | 100.00   | DR    |
| 6503  | 103300061806 | 4293901 | C100C0062   | 04/01/2020 | 242127                    | 03/12/2020  | 100.00   | CR    |
| 6503  | 103300061806 | 4293969 | C100C0062   | 04/01/2020 | 242127                    | 03/12/2020  | 970.00   | DR    |
| 6503  | 103300061806 | 4293969 | C100C0062   | 04/01/2020 | 242127                    | 03/12/2020  | 970.00   | CR    |
| 6503  | 103300061806 | 4293972 | C100C0062   | 04/01/2020 | 242127                    | 03/12/2020  | 520.00   | DR    |
| 6503  | 103300061806 | 4293972 | C100C0062   | 04/01/2020 | 242127                    | 03/12/2020  | 520.00   | CR    |
| 6503  | 103300061806 | 4293984 | C100C0062   | 04/01/2020 | 242127                    | 03/12/2020  | 150.00   | DR    |
| 6503  | 103300061806 | 4293984 | C100C0062   | 04/01/2020 | 242127                    | 03/12/2020  | 150.00   | CR    |
| 6503  | 103300061806 | 4293901 | C100C0064   | 04/01/2020 | 243138                    | 03/27/2020  | 700.00   | DR    |
| 6503  | 103300061806 | 4293901 | C100C0064   | 04/01/2020 | 243138                    | 03/27/2020  | 700.00   | CR    |
| 6503  | 103300061806 | 4293901 | C100C0064   | 04/01/2020 | 243138                    | 03/27/2020  | 1,265.00 | DR    |
| 6503  | 103300061806 | 4293901 | C100C0064   | 04/01/2020 | 243138                    | 03/27/2020  | 1,265.00 | CR    |

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| COMP                           | CENTER       | ACCOUNT  | DOCUMENT ID | POST DATE  | APPROVAL, VENDOR, OR PO # | EFFECT DATE | AMOUNT   | DR CR          |
|--------------------------------|--------------|----------|-------------|------------|---------------------------|-------------|----------|----------------|
| 6503                           | 103300061806 | 4293901  | C100C0064   | 04/01/2020 | 243138                    | 03/27/2020  | 1,265.00 | CR             |
| 6503                           | 103300061806 | 4293969  | C100C0064   | 04/01/2020 | 243138                    | 03/27/2020  | 880.00   | CR             |
| 6503                           | 103300061806 | 4293972  | C100C0064   | 04/01/2020 | 243138                    | 03/27/2020  | 60.00    | CR             |
| 6503                           | 103300061806 | 4293901  | C100C0065   | 04/01/2020 | 243137                    | 03/27/2020  | 725.00   | DR             |
| 6503                           | 103300061806 | 4293901  | C100C0065   | 04/01/2020 | 243137                    | 03/27/2020  | 725.00   | CR             |
| 6503                           | 103300061806 | 4293969  | C100C0065   | 04/01/2020 | 243137                    | 03/27/2020  | 725.00   | CR             |
| 6503                           | 103300061806 | 4293970  | C100C0065   | 04/01/2020 | 243137                    | 03/27/2020  | 480.00   | CR             |
| 6503                           | 103300061806 | 4293972  | C100C0065   | 04/01/2020 | 243137                    | 03/27/2020  | 35.00    | CR             |
| 6503                           | 103300061806 | 4293984  | C100C0065   | 04/01/2020 | 243137                    | 03/27/2020  | 72.00    | CR             |
| 6503                           | 103300061806 | 4293901  | C100C0067   | 04/01/2020 | 243135                    | 03/27/2020  | 100.00   | CR             |
| 6503                           | 103300061806 | 4293901  | C100C0067   | 04/01/2020 | 243135                    | 03/27/2020  | 1,955.00 | DR             |
| 6503                           | 103300061806 | 4293901  | C100C0067   | 04/01/2020 | 243135                    | 03/27/2020  | 1,955.00 | CR             |
| 6503                           | 103300061806 | 4293969  | C100C0067   | 04/01/2020 | 243135                    | 03/27/2020  | 1,955.00 | CR             |
| 6503                           | 103300061806 | 4293972  | C100C0067   | 04/01/2020 | 243135                    | 03/27/2020  | 1,055.00 | CR             |
| 6503                           | 103300061806 | 4293972  | R320RC0272  | 03/25/2020 | RC20272                   | 03/27/2020  | 120.00   | CR             |
| 6503                           | 103300061806 | 4293984  | R320RC0272  | 03/25/2020 | RC20272                   | 03/05/2020  | 100.00   | DR             |
| 6503                           | 103300061806 | 4293984  | R320RC0272  | 03/25/2020 | RC20272                   | 03/05/2020  | 100.00   | CR             |
| TOTAL ACCOUNT GROUP NET CHANGE |              |          |             |            |                           |             |          | 21,968.00 CR * |
| 6503                           | 103300061806 | 4393903  | C100BK180   | 03/27/2020 | 243028                    | 03/10/2020  | 460.00   | DR             |
| 6503                           | 103300061806 | 4393903  | C100BK180   | 03/27/2020 | 243028                    | 03/10/2020  | 460.00   | CR             |
| 6503                           | 103300061806 | 4393903  | C100C0055   | 03/06/2020 | 241583                    | 03/06/2020  | 480.00   | CR             |
| 6503                           | 103300061806 | 4393903  | C100C0057   | 03/04/2020 | 241198                    | 03/04/2020  | 240.00   | CR             |
| 6503                           | 103300061806 | 4393903  | C100C0058   | 03/04/2020 | 241491                    | 03/04/2020  | 250.00   | CR             |
| 6503                           | 103300061806 | 4393903  | C100C0059   | 03/06/2020 | 241666                    | 03/03/2020  | 120.00   | CR             |
| 6503                           | 103300061806 | 4393903  | C100C0060   | 03/06/2020 | 241698                    | 03/05/2020  | 380.00   | CR             |
| 6503                           | 103300061806 | 4393903  | C100C0062   | 04/01/2020 | 242127                    | 03/12/2020  | 160.00   | CR             |
| 6503                           | 103300061806 | 4393903  | C100C0064   | 04/01/2020 | 243138                    | 03/27/2020  | 120.00   | CR             |
| 6503                           | 103300061806 | 4393903  | C100C0065   | 04/01/2020 | 243137                    | 03/27/2020  | 470.00   | CR             |
| 6503                           | 103300061806 | 4393903  | C100C0067   | 04/01/2020 | 243135                    | 03/27/2020  | 380.00   | CR             |
| TOTAL ACCOUNT GROUP NET CHANGE |              |          |             |            |                           |             |          | 2,600.00 CR *  |
| 6503                           | 103300061806 | 4896007  | C100C0058   | 03/04/2020 | 241491                    | 03/03/2020  | 460.00   | CR             |
| 6503                           | 103300061806 | 4896020  | C100C0058   | 03/04/2020 | 241491                    | 03/03/2020  | 2.00     | CR             |
| 6503                           | 103300061806 | 4896007  | C100C0060   | 03/06/2020 | 241698                    | 03/05/2020  | 300.00   | CR             |
| 6503                           | 103300061806 | 4896004  | C100C0062   | 04/01/2020 | 242127                    | 03/12/2020  | 35.00    | CR             |
| 6503                           | 103300061806 | 4896007  | C100C0062   | 04/01/2020 | 242127                    | 03/12/2020  | 280.00   | CR             |
| 6503                           | 103300061806 | 4896007  | C100C0064   | 04/01/2020 | 243138                    | 03/27/2020  | 100.00   | CR             |
| 6503                           | 103300061806 | 4896020  | C100C0064   | 04/01/2020 | 243138                    | 03/27/2020  | 6.00     | CR             |
| 6503                           | 103300061806 | 4896007  | C100C0065   | 04/01/2020 | 243137                    | 03/27/2020  | 200.00   | CR             |
| TOTAL ACCOUNT GROUP NET CHANGE |              |          |             |            |                           |             |          | 1,383.00 CR *  |
| 6503                           | 103300061806 | 52053100 | CD002039    | 03/25/2020 |                           | 03/02/2020  | 1,085.75 | DR             |
| 6503                           | 103300061806 | 52041800 | DF002095    | 03/25/2020 |                           | 03/11/2020  | 459.75   | DR             |
| 6503                           | 103300061806 | 52049600 | D100CC009   | 03/11/2020 | MC20430                   | 03/03/2020  | 267.32   | DR             |

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| COMP                           | CENTER       | ACCOUNT  | DOCUMENT ID      | POST DATE  | APPROVAL, VENDOR, OR PO # | EFFECT DATE | AMOUNT    | DR | CR |
|--------------------------------|--------------|----------|------------------|------------|---------------------------|-------------|-----------|----|----|
| 6503                           | 103300061806 | 52049600 | D100CC009        | 03/11/2020 | MC20430                   | 03/03/2020  | 267.32    | DR |    |
| 6503                           | 103300061806 | 52049600 | D100CC009        | 03/11/2020 | MC20430                   | 03/03/2020  | 267.32    | CR |    |
| 6503                           | 103300061806 | 52030100 | MF002052         | 04/03/2020 |                           | 03/24/2020  | 128.88    | DR |    |
| 6503                           | 103300061806 | 52053500 | MS002043         | 04/03/2020 |                           | 03/26/2020  | 1,065.51  | DR |    |
| 6503                           | 103300061806 | 52053500 | MS002043         | 04/03/2020 |                           | 03/26/2020  | 1,065.61  | DR |    |
| 6503                           | 103300061806 | 52053500 | MS002043         | 04/03/2020 |                           | 03/26/2020  | 1,065.61  | CR |    |
| 6503                           | 103300061806 | 52042000 | PL002062         | 04/03/2020 |                           | 03/25/2020  | 392.33    | DR |    |
| 6503                           | 103300061806 | 5228000  | T100-132         | 03/04/2020 |                           | 03/03/2020  | 976.65    | DR |    |
| TOTAL ACCOUNT GROUP NET CHANGE |              |          |                  |            |                           |             | 4,376.19  | DR | *  |
| 6503                           | 103300061806 | 82044900 | REALES/COSMRNT20 | 03/25/2020 | 120812                    | 03/23/2020  | 1,041.75  | CR |    |
| 6503                           | 103300061806 | 82040500 | 20-1000-004 343  | 03/04/2020 | 20SC100004                | 03/02/2020  | 199.98    | CR |    |
| 6503                           | 103300061806 | 82040500 | 20-1000-004 348  | 03/04/2020 | 20SC100004                | 03/03/2020  | 858.60    | CR |    |
| TOTAL ACCOUNT GROUP NET CHANGE |              |          |                  |            |                           |             | 2,100.33  | CR | *  |
| TOTAL COMPANY--NET CHANGE      |              |          |                  |            |                           |             | 23,675.14 | CR | ** |

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| COMP  | CENTER       | ACCOUNT  | DOCUMENT ID | POST DATE  | APPVL, VNR, OR PO NUMBER | EFFECT DATE | AMOUNT    | DC   |
|---|--------------|----------|-------------|------------|--------------------------|-------------|-----------|------|
| COMPANY NO 6503<br>COMPANY NAME PROFESSIONAL & LICENSING BOARDS |              |          |             |            |                          |             |           |      |
| 6503  | 103300061806 | 4293901  | C100C0061   | 04/08/2020 | 243884                   | 04/08/2020  | 1,875.00  | DR   |
| 6503  | 103300061806 | 4293901  | C100C0061   | 04/08/2020 | 243884                   | 04/08/2020  | 1,875.00  | CR   |
| 6503  | 103300061806 | 4293901  | C100C0061   | 04/08/2020 | 243884                   | 04/08/2020  | 1,875.00  | CR   |
| 6503  | 103300061806 | 4293969  | C100C0061   | 04/08/2020 | 243884                   | 04/08/2020  | 840.00    | CR   |
| 6503  | 103300061806 | 4293972  | C100C0061   | 04/08/2020 | 243884                   | 04/08/2020  | 780.00    | CR   |
| 6503  | 103300061806 | 4293984  | C100C0061   | 04/08/2020 | 243884                   | 04/08/2020  | 40.00     | CR   |
| 6503  | 103300061806 | 4293901  | C100C0063   | 04/08/2020 | 243930                   | 04/08/2020  | 3,505.00  | DR   |
| 6503  | 103300061806 | 4293901  | C100C0063   | 04/08/2020 | 243930                   | 04/08/2020  | 3,505.00  | CR   |
| 6503  | 103300061806 | 4293901  | C100C0063   | 04/08/2020 | 243930                   | 04/08/2020  | 3,505.00  | CR   |
| 6503  | 103300061806 | 4293969  | C100C0063   | 04/08/2020 | 243930                   | 04/08/2020  | 1,400.00  | CR   |
| 6503  | 103300061806 | 4293972  | C100C0063   | 04/08/2020 | 243930                   | 04/08/2020  | 1,020.00  | CR   |
| 6503  | 103300061806 | 4293984  | C100C0063   | 04/08/2020 | 243930                   | 04/08/2020  | 60.00     | CR   |
| 6503  | 103300061806 | 4293901  | C100C0068   | 04/08/2020 | 243675                   | 04/03/2020  | 1,195.00  | DR   |
| 6503  | 103300061806 | 4293901  | C100C0068   | 04/08/2020 | 243675                   | 04/03/2020  | 1,195.00  | DR   |
| 6503  | 103300061806 | 4293901  | C100C0068   | 04/08/2020 | 243675                   | 04/03/2020  | 1,195.00  | CR   |
| 6503  | 103300061806 | 4293901  | C100C0068   | 04/08/2020 | 243675                   | 04/03/2020  | 1,195.00  | CR   |
| 6503  | 103300061806 | 4293969  | C100C0068   | 04/08/2020 | 243675                   | 04/03/2020  | 1,195.00  | CR   |
| 6503  | 103300061806 | 4293969  | C100C0068   | 04/08/2020 | 243675                   | 04/03/2020  | 675.00    | DR   |
| 6503  | 103300061806 | 4293971  | C100C0068   | 04/08/2020 | 243675                   | 04/03/2020  | 675.00    | CR   |
| 6503  | 103300061806 | 4293971  | C100C0068   | 04/08/2020 | 243675                   | 04/03/2020  | 108.00    | DR   |
| 6503  | 103300061806 | 4293971  | C100C0068   | 04/08/2020 | 243675                   | 04/03/2020  | 108.00    | CR   |
| 6503  | 103300061806 | 4293972  | C100C0068   | 04/08/2020 | 243675                   | 04/03/2020  | 108.00    | CR   |
| 6503  | 103300061806 | 4293972  | C100C0068   | 04/08/2020 | 243675                   | 04/03/2020  | 6.00      | DR   |
| 6503  | 103300061806 | 4293972  | C100C0068   | 04/08/2020 | 243675                   | 04/03/2020  | 6.00      | CR   |
| 6503  | 103300061806 | 4293984  | C100C0068   | 04/08/2020 | 243675                   | 04/03/2020  | 220.00    | DR   |
| 6503  | 103300061806 | 4293984  | C100C0068   | 04/08/2020 | 243675                   | 04/03/2020  | 220.00    | CR   |
| 6503  | 103300061806 | 4293984  | C100C0068   | 04/08/2020 | 243675                   | 04/03/2020  | 220.00    | CR   |
| TOTAL ACCOUNT GROUP NET CHANGE                                  |              |          |             |            |                          |             | 11,724.00 | CR * |
| 6503  | 103300061806 | 4393903  | C100C0061   | 04/08/2020 | 243884                   | 04/08/2020  | 460.00    | CR   |
| 6503  | 103300061806 | 4393903  | C100C0063   | 04/08/2020 | 243930                   | 04/08/2020  | 760.00    | CR   |
| 6503  | 103300061806 | 4393903  | C100C0068   | 04/08/2020 | 243675                   | 04/03/2020  | 300.00    | DR   |
| 6503  | 103300061806 | 4393903  | C100C0068   | 04/08/2020 | 243675                   | 04/03/2020  | 300.00    | CR   |
| 6503  | 103300061806 | 4393903  | C100C0068   | 04/08/2020 | 243675                   | 04/03/2020  | 300.00    | CR   |
| TOTAL ACCOUNT GROUP NET CHANGE                                  |              |          |             |            |                          |             | 1,520.00  | CR * |
| 6503  | 103300061806 | 51020100 | CGEX200406  | 04/08/2020 | 306916                   | 04/06/2020  | 4.28      | DR   |
| TOTAL ACCOUNT GROUP NET CHANGE                                  |              |          |             |            |                          |             | 4.28      | DR * |
| 6503  | 103300061806 | 52030300 | CGEX200406  | 04/08/2020 | 306916                   | 04/06/2020  | 254.52    | DR   |
| 6503  | 103300061806 | 52031400 | CGEX200406  | 04/08/2020 | 306916                   | 04/06/2020  | 56.00     | DR   |
| 6503  | 103300061806 | 52053500 | CGEX200406  | 04/08/2020 | 306916                   | 04/06/2020  | 7.00      | DR   |

AGENCY: 10 LABOR & REGULATION  
BUD UNIT: 1033 COSMETOLOGY COMMISSION

| COMP                           | CENTER       | ACCOUNT  | DOCUMENT ID     | POST DATE  | APPVL, VNDR, OR PO NUMBER | EFFECT DATE | AMOUNT    | DC    |
|--------------------------------|--------------|----------|-----------------|------------|---------------------------|-------------|-----------|-------|
| TOTAL ACCOUNT GROUP NET CHANGE |              |          |                 |            |                           |             |           |       |
| 6503                           | 103300061806 | 82040500 | 20-1000-004 352 | 04/08/2020 | 20SC1000004               | 04/06/2020  | 317.52    | DR *  |
| TOTAL ACCOUNT GROUP NET CHANGE |              |          |                 |            |                           |             |           |       |
| TOTAL COMPANY--NET CHANGE      |              |          |                 |            |                           |             |           |       |
|                                |              |          |                 |            |                           |             | 411.00    | CR *  |
|                                |              |          |                 |            |                           |             | 13,333.20 | CR ** |



AGENCY 10 LABOR & REGULATION  
BUDGET UNIT 1033 COSMETOLOGY COMMISSION  
CENTER-5 10330 COSMETOLOGY COMMISSION

| COMP | CENTER       | ACCOUNT  | DOCUMENT NUMBER                                   | POSTING DATE | JV APPVL # OR PAYMENT # | SHORT NAME | VENDOR NUMBER | VENDOR GROUP | AMOUNT   | DR/CR |
|------|--------------|----------|---|--------------|-------------------------|------------|---------------|--------------|----------|-------|
| 6503 | 103300061806 | 52031400 | CGEX200303  | 03/04/2020   | 281366                  |            |               |              | 42.00    | DR    |
| 6503 | 103300061806 | 52031400 | CGEX200303  | 03/04/2020   | 281370                  |            |               |              | 42.00    | DR    |
| 6503 | 103300061806 | 52031400 | CGEX200305  | 03/06/2020   | 287886                  |            |               |              | 62.00    | DR    |
| 6503 | 103300061806 | 52031400 | CGEX200305  | 03/06/2020   | 287885                  |            |               |              | 28.00    | DR    |
| 6503 | 103300061806 | 52031400 | CGEX200312  | 03/13/2020   | 288855                  |            |               |              | 70.00    | DR    |
| 6503 | 103300061806 | 52031400 | CGEX200312  | 03/13/2020   | 288856                  |            |               |              | 56.00    | DR    |
| 6503 | 103300061806 | 52031500 | TAXABLE MEALS/IN-STATE<br>CGEX200303              | 03/04/2020   | 281368                  |            |               |              | 300.00   | DR *  |
| 6503 | 103300061806 | 52040500 | NON-TAXABLE MEALS/IN-ST<br>TRAVEL                 | 03/04/2020   | 02331163                | SMARTSOFTW | 12221150      |              | 40.00    | DR *  |
| 6503 | 103300061806 | 52040500 | 20-1000-004 343                                   | 03/04/2020   | 02331163                | SMARTSOFTW | 12221150      |              | 2,161.90 | DR ** |
| 6503 | 103300061806 | 52040500 | 20-1000-004 348                                   | 03/11/2020   | 02332037                | SMARTSOFTW | 12221150      |              | 199.98   | DR    |
| 6503 | 103300061806 | 52041800 | COMPUTER CONSULTANT<br>DP002095                   | 03/25/2020   |                         |            |               |              | 858.60   | DR    |
| 6503 | 103300061806 | 52042000 | COMPUTER SERVICES-STATE<br>PL002062               | 04/03/2020   |                         |            |               |              | 1,058.58 | DR *  |
| 6503 | 103300061806 | 52042300 | CENTRAL SERVICES<br>0314581                       | 03/11/2020   | 02331908                | SERVALLUNI | 12049672      |              | 459.75   | DR    |
| 6503 | 103300061806 | 52044900 | JANITORIAL & MAINT SERV<br>REALES/COSMRNT20       | 03/25/2020   | 023333129               | HYDEHOLDIN | 12028880      |              | 392.33   | DR *  |
| 6503 | 103300061806 | 52045300 | RENTS-PRIVATE OWNED PROP.<br>174465968            | 03/25/2020   | 00642531                | INTRADOENT | 12142271      | 02           | 4.47     | DR *  |
| 6503 | 103300061806 | 52045300 | 8381416X02242020                                  | 03/06/2020   | 00026883                | ATTMOBILIT | 12279233      |              | 1,041.75 | DR *  |
| 6503 | 103300061806 | 52045300 | 8381416X03242020                                  | 04/01/2020   | 00027498                | ATTMOBILIT | 12279233      |              | 10.57    | DR    |
| 6503 | 103300061806 | 52045400 | TELECOMMUNICATIONS SRVCS<br>415031401 0220        | 03/25/2020   | 02333520                | MUNICIPALU | 12054968      | 01           | 43.23    | DR    |
| 6503 | 103300061806 | 52045500 | ELECTRICITY<br>112180-1287862                     | 03/25/2020   | 00642322                | ENVIROTECH | 12037175      | 08           | 43.23    | DR *  |
| 6503 | 103300061806 | 52049600 | GARBAGE & SEWER<br>D100CC009                      | 03/11/2020   | MC20430                 |            |               |              | 97.03    | DR *  |
| 6503 | 103300061806 | 52049600 | D100CC009   | 03/11/2020   | MC20430                 |            |               |              | 85.46    | DR *  |
| 6503 | 103300061806 | 52049600 | D100CC009   | 03/11/2020   | MC20430                 |            |               |              | 9.62     | DR    |
| 6503 | 103300061806 | 52049600 | 7244  | 03/25/2020   | 00642478                | NATLINTERS | 12114840      | 02           | 267.32   | DR    |
| 6503 | 103300061806 | 52050280 | OTHER CONTRACTUAL SERVICE<br>CONTRACTUAL SERVICES | 03/04/2020   | 00638909                | HPINC      | 12125515      | 11           | 267.32   | DR    |
| 6503 | 103300061806 | 52050280 | 0450145   | 03/11/2020   | 00640118                | INMANSWATE | 12044712      |              | 176.59   | DR ** |
| 6503 | 103300061806 | 52050280 | 18382 MAR20                                       | 03/11/2020   | 00640118                |            |               |              | 10.37    | DR    |



AGENCY 10 LABOR & REGULATION  
BUDGET UNIT 1033 COSMETOLOGY COMMISSION  
CENTER-5 10330 COSMETOLOGY COMMISSION

| COMP | CENTER       | ACCOUNT                         | DOCUMENT NUMBER | POSTING DATE    | JV APPVL #,<br>OR PAYMENT # | SHORT NAME | VENDOR NUMBER | VENDOR GROUP | AMOUNT    | DR/<br>CR |
|------|--------------|---------------------------------|-----------------|-----------------|-----------------------------|------------|---------------|--------------|-----------|-----------|
| 6503 | 103300061806 | 5205028 OFFICE SUPPLIES         | 9873            | 03/25/2020      | 00642581                    | SMT        | 12239534      |              | 186.96    | DR *      |
|      |              |                                 |                 |                 |                             |            |               |              | 105.00    | DR        |
| 6503 | 103300061806 | 5205040 EDUC & INSTRUC SUPPLIES | CD002039        | 03/25/2020      |                             |            |               |              | 1,085.75  | DR *      |
|      |              |                                 |                 |                 |                             |            |               |              | 1,085.75  | DR *      |
| 6503 | 103300061806 | 5205310 PRINTING-STATE          | CGEX200303      | 03/04/2020      | 281366                      |            |               |              | 9.80      | DR        |
| 6503 | 103300061806 | 52053500                        | CGEX200312      | 03/13/2020      | 288856                      |            |               |              | 2.30      | DR        |
| 6503 | 103300061806 | 52053500                        | MS002043        | 04/03/2020      |                             |            |               |              | 1,065.51  | DR        |
| 6503 | 103300061806 | 52053500                        | MS002043        | 04/03/2020      |                             |            |               |              | 1,065.61  | DR        |
| 6503 | 103300061806 | 52053500                        | MS002043        | 04/03/2020      |                             |            |               |              | 1,065.61  | CR        |
| 6503 | 103300061806 | 5205350 POSTAGE                 | 6887001003      | 0220 03/25/2020 | 00642167                    | MONTANADAK | 12020954      | 12           | 1,077.61  | DR *      |
|      |              |                                 |                 |                 |                             |            |               |              | 18.16     | DR        |
| 6503 | 103300061806 | 5205518 HEATING & COOKING FUELS |                 |                 |                             |            |               |              | 18.16     | DR *      |
|      |              |                                 |                 |                 |                             |            |               |              | 2,473.48  | DR **     |
| 6503 | 103300061806 | 5228000 SUPPLIES & MATERIALS    | T100-132        | 03/04/2020      |                             |            |               |              | 976.65    | DR        |
|      |              |                                 |                 |                 |                             |            |               |              | 976.65    | DR *      |
|      |              |                                 |                 |                 |                             |            |               |              | 976.65    | DR **     |
|      |              |                                 |                 |                 |                             |            |               |              | 9,154.34  | DR ***    |
|      |              |                                 |                 |                 |                             |            |               |              | 17,483.81 | DR ****   |
|      |              |                                 |                 |                 |                             |            |               |              | 17,483.81 | DR *****  |
|      |              |                                 |                 |                 |                             |            |               |              | 17,483.81 | DR *****  |
|      |              |                                 |                 |                 |                             |            |               |              | 17,483.81 | DR *****  |

OBJSUB: 5228000 OPER TRANS OUT -NON BUDGT  
OBJECT: 5228 NONOP EXP/NONBGTD OP TR  
GROUP: 52 OPERATING EXPENSES  
COMP: 6503  
CNTR: 103300061806  
B. UNIT: 1033

| AGENCY | BUDGET UNIT | CENTER | COMP | ACCOUNT | DESCRIPTION                     | CURRENT MONTH | YEAR-TO-DATE |
|--------|-------------|--------|------|---------|---------------------------------|---------------|--------------|
| 10     | 1033        |        |      |         | LABOR & REGULATION              |               |              |
|        |             |        |      |         | COSMETOLOGY COMMISSION          |               |              |
|        |             |        |      |         | COSMETOLOGY COMMISSION          |               |              |
|        |             |        |      |         | COSMETOLOGY COMMISSION          |               |              |
|        |             |        |      |         | PROFESSIONAL & LICENSING BOARDS |               |              |
|        |             |        |      |         | F-T EMP SAL & WAGES             | 4,701.33      | 84,811.33    |
|        |             |        |      |         | P-T/TEMP EMP SAL & WAGES        | 1,635.34      | 41,601.30    |
|        |             |        |      |         | BOARD & COMM MBR FEES           | .00           | 3,240.00     |
|        |             |        |      |         | EMPLOYEE SALARIES               | 6,336.67      | 129,652.63   |
|        |             |        |      |         | OASI-EMPLOYER'S SHARE           | 493.50        | 9,937.97     |
|        |             |        |      |         | RETIREMENT-ER SHARE             | 282.07        | 4,996.62     |
|        |             |        |      |         | HEALTH/LIFE INS -ER SHARE       | 1,206.20      | 19,822.71    |
|        |             |        |      |         | WORKER'S COMPENSATION           | 8.23          | 163.80       |
|        |             |        |      |         | UNEMPLOYMENT COMPENSATION       | 2.80          | 55.53        |
|        |             |        |      |         | EMPLOYEE BENEFITS               | 1,992.80      | 34,976.63    |
|        |             |        |      |         | PERSONAL SERVICES               | 8,329.47      | 164,629.26   |
|        |             |        |      |         | AUTO-STATE OWNED-IN STATE       | 128.88        | 775.44       |
|        |             |        |      |         | AUTO PRIV (IN-ST.) L/RTE        | .00           | 79.58        |
|        |             |        |      |         | AUTO-PRIV (IN-ST.) H/RTE        | 1,693.02      | 16,761.36    |
|        |             |        |      |         | LODGING/IN-STATE                | .00           | 3,240.88     |
|        |             |        |      |         | TAXABLE MEALS/IN-STATE          | 300.00        | 2,344.00     |
|        |             |        |      |         | NON-TAXABLE MEALS/IN-ST         | 40.00         | 2,198.00     |
|        |             |        |      |         | AUTO-PRIV. (OUT-STATE) H/R      | .00           | 47.04        |
|        |             |        |      |         | AIR-COMM-OUT-OF-STATE           | .00           | 689.00       |
|        |             |        |      |         | OTHER-PUBLIC-OUT-OF-STATE       | .00           | 113.84       |
|        |             |        |      |         | LODGING/OUT-OF-STATE            | .00           | 778.08       |
|        |             |        |      |         | INCIDENTALS-OUT-OF-STATE        | .00           | 60.00        |
|        |             |        |      |         | NON-TAXABLE MEALS/OUT-ST        | .00           | 151.50       |
|        |             |        |      |         | TRAVEL                          | 2,161.90      | 27,238.72    |
|        |             |        |      |         | DUES & MEMBERSHIP FEES          | .00           | 310.00       |
|        |             |        |      |         | COMPUTER CONSULTANT             | 1,058.58      | 2,707.98     |
|        |             |        |      |         | WORKSHOP REGISTRATION FEE       | .00           | 781.44       |
|        |             |        |      |         | COMPUTER SERVICES-STATE         | 459.75        | 4,597.50     |
|        |             |        |      |         | BIT DEVELOPMENT COSTS           | .00           | 137.25       |
|        |             |        |      |         | CENTRAL SERVICES                | 392.33        | 7,961.55     |
|        |             |        |      |         | JANITORIAL & MAINT SERV         | 4.47          | 43.18        |
|        |             |        |      |         | ADVERTISING-NEWSPAPER           | .00           | 73.44        |
|        |             |        |      |         | RENTS-PRIVATE OWNED PROP.       | 1,041.75      | 9,375.75     |
|        |             |        |      |         | RENTS-OTHER                     | .00           | 799.41       |
|        |             |        |      |         | TELECOMMUNICATIONS SRVCS        | 97.03         | 2,007.56     |
|        |             |        |      |         | ELECTRICITY                     | 85.46         | 867.55       |
|        |             |        |      |         | GARAGE & SEWER                  | 9.62          | 86.61        |
|        |             |        |      |         | OTHER CONTRACTUAL SERVICE       | 393.32        | 16,089.20    |
|        |             |        |      |         | CONTRACTUAL SERVICES            | 3,542.31      | 45,838.42    |
|        |             |        |      |         | OFFICE SUPPLIES                 | 186.96        | 2,080.48     |
|        |             |        |      |         | EDUC & INSTRUC SUPPLIES         | 105.00        | 390.00       |
|        |             |        |      |         | PRINTING-STATE                  | 1,085.75      | 4,873.60     |

AGENCY 10 LABOR & REGULATION  
BUDGET UNIT 1033 COSMETOLOGY COMMISSION  
CENTER-5 10330 COSMETOLOGY COMMISSION

| CENTER               | COMP | ACCOUNT                         | DESCRIPTION               | CURRENT MONTH | YEAR-TO-DATE |       |
|----------------------|------|---------------------------------|---------------------------|---------------|--------------|-------|
| 103300061806         | 6503 | 52053500                        | POSTAGE                   | 1,077.61      | 5,795.04     |       |
| 103300061806         | 6503 | 52055180                        | HEATING & COOKING FUELS   | 18.16         | 115.37       |       |
| ACCT: 5205           |      | SUPPLIES & MATERIALS            |                           | 2,473.48      | 13,254.49    | *     |
| 103300061806         | 6503 | 52074910                        | TELEPHONE EQUIPMENT       | .00           | 246.00       |       |
| ACCT: 5207           |      | CAPITAL OUTLAY                  |                           | .00           | 246.00       | *     |
| 103300061806         | 6503 | 5228000                         | OPER TRANS OUT -NON BUDGT | 976.65        | 7,736.84     |       |
| ACCT: 5228           |      | NONOP EXP/NONBGTD OP TR         |                           | 976.65        | 7,736.84     | *     |
| ACCT: 52             |      | OPERATING EXPENSES              |                           | 9,154.34      | 94,314.47    | **    |
| COMP: 6503           |      | PROFESSIONAL & LICENSING BOARDS |                           | 17,483.81     | 258,943.73   | ***   |
| CENTER: 103300061806 |      |                                 |                           | 17,483.81     | 258,943.73   | ****  |
| B UNIT: 1033         |      |                                 |                           | 17,483.81     | 258,943.73   | ***** |

February, 2020

BA20JB60

MONTHLY

PAGE 1,548

AVAILABLE FUNDS  
AS OF: 02/29/2020  
FY YEAR REMAINING: 33.6%  
PAY DAYS REMAINING: 7

DATE 02/29/2020

BUDGET UNIT 1033

BUDGET UNIT NAME COSMETOLOGY COMMISSION

| COMP         | ORIGINAL APPROPRIATION | APPROPRIATION TRANSFERS | YEAR-TO-DATE COMMITMENTS | YEAR-TO-DATE ENCUMBRANCES | YEAR-TO-DATE EXPENDITURES | AVAILABLE APPROPRIATIONS | CASH BALANCE |
|--------------|------------------------|-------------------------|--------------------------|---------------------------|---------------------------|--------------------------|--------------|
| 6503-I       | 368,642.00             | 0.00                    | 0.00                     | 14,980.60                 | 234,699.73                | 118,961.67               | 120,669.60   |
| BUDGETED TOT | 368,642.00             | 0.00                    | 0.00                     | 14,980.60                 | 234,699.73                | 118,961.67               |              |
| ALL COMP TOT | 368,642.00             | 0.00                    | 0.00                     | 14,980.60                 | 234,699.73                | 118,961.67               |              |

TOTAL BUDGETED:

| OBJECT OF EXPENDITURE  | AMOUNT BUDGETED | COMMITMENTS YEAR-TO-DATE | ENCUMBRANCES YEAR-TO-DATE | EXPENDITURES MONTHLY | YEAR-TO-DATE | BUDGET AVAILABLE | PCT AVL |
|------------------------|-----------------|--------------------------|---------------------------|----------------------|--------------|------------------|---------|
| 5101 EMPLOYEE SALARIES | 183,174.00      | 0.00                     | 0.00                      | 15,346.28            | 123,315.96   | 59,858.04        | 32.7    |
| 5102 EMPLOYEE BENEFITS | 58,314.00       | 0.00                     | 0.00                      | 4,384.12             | 32,983.83    | 25,330.17        | 43.4    |
| 5203 TRAVEL            | 42,268.00       | 0.00                     | 0.00                      | 2,426.34             | 25,076.82    | 17,191.18        | 40.7    |
| 5204 CONTRACTUAL SVCS  | 74,405.00       | 0.00                     | 14,980.60                 | 4,400.93             | 42,296.11    | 17,128.29        | 23.0    |
| 5205 SUPPLIES & MATRLS | 10,481.00       | 0.00                     | 0.00                      | 1,755.38             | 10,781.01    | 300.01-          | 0.0     |
| 5207 CAPITAL OUTLAY    | 0.00            | 0.00                     | 0.00                      | 0.00                 | 246.00       | 246.00-          | 0.0     |
| TOTALS                 | 368,642.00      | 0.00                     | 14,980.60                 | 28,313.05            | 234,699.73   | 118,961.67       | 32.3    |

BREAKOUT BY COMPANY:

| COMPANY | EMPLOYEE SALARIES | EMPLOYEE BENEFITS | TRAVEL    | CONTRACTUAL SVCS | SUPPLIES & MATRLS | CAPITAL OUTLAY | PS SUBTOTALS | OE SUBTOTALS | COMPANY 6503-I TOT |
|---------|-------------------|-------------------|-----------|------------------|-------------------|----------------|--------------|--------------|--------------------|
| 6503-I  | 183,174.00        | 58,314.00         | 42,268.00 | 74,405.00        | 10,481.00         | 0.00           | 241,488.00   | 127,154.00   | 368,642.00         |
| TOTALS  | 183,174.00        | 58,314.00         | 42,268.00 | 74,405.00        | 10,481.00         | 0.00           | 241,488.00   | 127,154.00   | 368,642.00         |

118,961.67

AGENCY: 10 LABOR & REGULATION  
BUDGET UNIT: 1033 COSMETOLOGY COMMISSION

| COMPANY                        | CENTER       | ACCOUNT | BALANCE    | DR/CR  | CENTER DESCRIPTION     |
|--------------------------------|--------------|---------|------------|--------|------------------------|
| 6503                           | 103300061806 | 1140000 | 120,669.60 | DR     | COSMETOLOGY COMMISSION |
| COMPANY/SOURCE TOTAL 6503 618  |              |         | 120,669.60 | DR *   |                        |
| COMP/BUDG UNIT TOTAL 6503 1033 |              |         | 120,669.60 | DR **  |                        |
| BUDGET UNIT TOTAL 1033         |              |         | 120,669.60 | DR *** |                        |

February 2020

STATE OF SOUTH DAKOTA  
 REVENUE SUMMARY BY BUDGET UNIT  
 FOR PERIOD ENDING: 02/29/2020

AGENCY 10 LABOR & REGULATION  
 BUDGET UNIT 1033 COSMETOLOGY COMMISSION

| CENTER                                       | COMP | ACCOUNT | DESCRIPTION                                   | CURRENT MONTH | YEAR-TO-DATE     |
|--|------|---------|---|---------------|------------------|
| COMPANY NO 6503                              |      |         |   |               |                  |
| COMPANY NAME PROFESSIONAL & LICENSING BOARDS |      |         |   |               |                  |
| 103300061806                                 | 6503 | 4293901 | COS-OPERATOR/MANAGER                          | 12,180.00     | 86,020.00        |
| 103300061806                                 | 6503 | 4293969 | COS-SALONS LICENSE                            | 6,430.00      | 45,480.00        |
| 103300061806                                 | 6503 | 4293970 | COS-INSTRUCTORS LIC                           | .00           | 665.00           |
| 103300061806                                 | 6503 | 4293971 | COS-STUDENTS/APPRENTICES                      | 66.00         | 1,252.00         |
| 103300061806                                 | 6503 | 4293972 | COS-PERMITS                                   | 1,674.00      | 16,204.00        |
| 103300061806                                 | 6503 | 4293973 | COS-SCHOOL LICENSE                            | .00           | 1,200.00         |
| 103300061806                                 | 6503 | 4293984 | COS-RECIPROCITY/CERTIF                        | 1,460.00      | 9,120.00         |
| ACCT: 4293                                   |      |         | BUSINESS & OCCUP LICENSING (NON-GOVERNMENTAL) | 21,810.00     | 159,941.00 *     |
| ACCT: 42                                     |      |         | LICENSES, PERMITS & FEES                      | 21,810.00     | 159,941.00 **    |
| 103300061806                                 | 6503 | 4393903 | COS-PENALTY'S                                 | 4,595.00      | 35,303.51        |
| ACCT: 4393                                   |      |         | PENALTIES (NON-GOVERNMENTAL)                  | 4,595.00      | 35,303.51 *      |
| ACCT: 43                                     |      |         | FINES, FORFEITS & PENALTIES                   | 4,595.00      | 35,303.51 **     |
| 103300061806                                 | 6503 | 4896004 | COS-EDUCATION COURSE COST                     | 70.00         | 1,131.00         |
| 103300061806                                 | 6503 | 4896007 | COSM-NATL EXAM TEST COST                      | 1,820.00      | 11,440.00        |
| 103300061806                                 | 6503 | 4896020 | MISCELLANEOUS INCOME                          | 12.00         | 690.00           |
| ACCT: 4896                                   |      |         |   | 1,902.00      | 13,261.00 *      |
| ACCT: 48                                     |      |         | OTHER REVENUE                                 | 1,902.00      | 13,261.00 **     |
| 103300061806                                 | 6503 | 4920045 | NONOPERATING REVENUES                         | .00           | 3,415.95         |
| ACCT: 4920                                   |      |         | NONOPERATING REVENUE                          | .00           | 3,415.95 *       |
| ACCT: 49                                     |      |         | OTHER REVENUE                                 | .00           | 3,415.95 **      |
| CNTR: 103300061806                           |      |         |   | 28,307.00     | 211,921.46 ***   |
| COMP: 6503                                   |      |         |   | 28,307.00     | 211,921.46 ****  |
| B UNIT: 1033                                 |      |         |   | 28,307.00     | 211,921.46 ***** |

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| COMP  | CENTER       | ACCOUNT | DOCUMENT ID | POST DATE  | APPROVAL, VENDOR, OR PO # | EFFECT DATE | AMOUNT   | DR CR |
|---|--------------|---------|-------------|------------|---------------------------|-------------|----------|-------|
| COMPANY NO 6503<br>COMPANY NAME PROFESSIONAL & LICENSING BOARDS |              |         |             |            |                           |             |          |       |
| 6503  | 103300061806 | 4293901 | C100C0044   | 02/14/2020 | 239697                    | 02/14/2020  | 1,675.00 | DR    |
| 6503  | 103300061806 | 4293901 | C100C0044   | 02/14/2020 | 239697                    | 02/14/2020  | 1,675.00 | CR    |
| 6503  | 103300061806 | 4293901 | C100C0044   | 02/14/2020 | 239697                    | 02/14/2020  | 1,675.00 | CR    |
| 6503  | 103300061806 | 4293972 | C100C0044   | 02/14/2020 | 239697                    | 02/14/2020  | 420.00   | CR    |
| 6503  | 103300061806 | 4293984 | C100C0044   | 02/14/2020 | 239697                    | 02/14/2020  | 20.00    | CR    |
| 6503  | 103300061806 | 4293901 | C100C0045   | 02/05/2020 | 238763                    | 02/03/2020  | 670.00   | DR    |
| 6503  | 103300061806 | 4293901 | C100C0045   | 02/05/2020 | 238763                    | 02/03/2020  | 670.00   | CR    |
| 6503  | 103300061806 | 4293901 | C100C0045   | 02/05/2020 | 238763                    | 02/03/2020  | 510.00   | CR    |
| 6503  | 103300061806 | 4293972 | C100C0045   | 02/05/2020 | 238763                    | 02/03/2020  | 6        | CR    |
| 6503  | 103300061806 | 4293901 | C100C0046   | 02/07/2020 | 239266                    | 02/06/2020  | 1,710.00 | DR    |
| 6503  | 103300061806 | 4293901 | C100C0046   | 02/07/2020 | 239266                    | 02/06/2020  | 1,710.00 | CR    |
| 6503  | 103300061806 | 4293969 | C100C0046   | 02/07/2020 | 239266                    | 02/06/2020  | 1,980.00 | CR    |
| 6503  | 103300061806 | 4293971 | C100C0046   | 02/07/2020 | 239266                    | 02/06/2020  | 36.00    | CR    |
| 6503  | 103300061806 | 4293972 | C100C0046   | 02/07/2020 | 239266                    | 02/06/2020  | 180.00   | CR    |
| 6503  | 103300061806 | 4293901 | C100C0047   | 02/07/2020 | 238878                    | 02/05/2020  | 465.00   | DR    |
| 6503  | 103300061806 | 4293901 | C100C0047   | 02/07/2020 | 238878                    | 02/05/2020  | 1,000.00 | DR    |
| 6503  | 103300061806 | 4293901 | C100C0047   | 02/07/2020 | 238878                    | 02/05/2020  | 1,465.00 | CR    |
| 6503  | 103300061806 | 4293969 | C100C0047   | 02/07/2020 | 238878                    | 02/05/2020  | 465.00   | CR    |
| 6503  | 103300061806 | 4293969 | C100C0047   | 02/07/2020 | 238878                    | 02/05/2020  | 640.00   | DR    |
| 6503  | 103300061806 | 4293972 | C100C0047   | 02/07/2020 | 238878                    | 02/05/2020  | 180.00   | DR    |
| 6503  | 103300061806 | 4293972 | C100C0047   | 02/07/2020 | 238878                    | 02/05/2020  | 180.00   | CR    |
| 6503  | 103300061806 | 4293984 | C100C0047   | 02/07/2020 | 238878                    | 02/05/2020  | 20.00    | DR    |
| 6503  | 103300061806 | 4293984 | C100C0047   | 02/07/2020 | 238878                    | 02/05/2020  | 20.00    | CR    |
| 6503  | 103300061806 | 4293901 | C100C0047A  | 02/07/2020 | 239210                    | 02/03/2020  | 535.00   | DR    |
| 6503  | 103300061806 | 4293901 | C100C0047A  | 02/07/2020 | 239210                    | 02/03/2020  | 535.00   | CR    |
| 6503  | 103300061806 | 4293901 | C100C0047A  | 02/07/2020 | 239210                    | 02/03/2020  | 640.00   | CR    |
| 6503  | 103300061806 | 4293972 | C100C0047A  | 02/07/2020 | 239210                    | 02/03/2020  | 180.00   | CR    |
| 6503  | 103300061806 | 4293984 | C100C0047A  | 02/07/2020 | 239210                    | 02/03/2020  | 20.00    | CR    |
| 6503  | 103300061806 | 4293901 | C100C0048   | 02/12/2020 | 239480                    | 02/11/2020  | 985.00   | DR    |
| 6503  | 103300061806 | 4293901 | C100C0048   | 02/12/2020 | 239480                    | 02/11/2020  | 985.00   | CR    |
| 6503  | 103300061806 | 4293969 | C100C0048   | 02/12/2020 | 239480                    | 02/11/2020  | 985.00   | CR    |
| 6503  | 103300061806 | 4293972 | C100C0048   | 02/12/2020 | 239480                    | 02/11/2020  | 430.00   | CR    |
| 6503  | 103300061806 | 4293984 | C100C0048   | 02/12/2020 | 239480                    | 02/11/2020  | 78.00    | CR    |
| 6503  | 103300061806 | 4293901 | C100C0049   | 02/14/2020 | 239698                    | 02/10/2020  | 500.00   | CR    |
| 6503  | 103300061806 | 4293901 | C100C0049   | 02/14/2020 | 239698                    | 02/10/2020  | 1,840.00 | DR    |
| 6503  | 103300061806 | 4293901 | C100C0049   | 02/14/2020 | 239698                    | 02/10/2020  | 1,840.00 | CR    |
| 6503  | 103300061806 | 4293969 | C100C0049   | 02/14/2020 | 239698                    | 02/10/2020  | 880.00   | CR    |
| 6503  | 103300061806 | 4293972 | C100C0049   | 02/14/2020 | 239698                    | 02/10/2020  | 240.00   | CR    |
| 6503  | 103300061806 | 4293984 | C100C0049   | 02/14/2020 | 239698                    | 02/10/2020  | 60.00    | CR    |
| 6503  | 103300061806 | 4293901 | C100C0050   | 02/19/2020 | 240179                    | 02/14/2020  | 880.00   | DR    |

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| COMP                           | CENTER       | ACCOUNT | DOCUMENT ID | POST DATE  | APPROVAL, VENDOR, OR PO # | EFFECT DATE | AMOUNT    | DR CR |
|--------------------------------|--------------|---------|-------------|------------|---------------------------|-------------|-----------|-------|
| 6503                           | 103300061806 | 4293901 | C100C0050   | 02/19/2020 | 240179                    | 02/14/2020  | 880.00    | CR    |
| 6503                           | 103300061806 | 4293901 | C100C0050   | 02/19/2020 | 240179                    | 02/14/2020  | 880.00    | CR    |
| 6503                           | 103300061806 | 4293969 | C100C0050   | 02/19/2020 | 240179                    | 02/14/2020  | 395.00    | CR    |
| 6503                           | 103300061806 | 4293972 | C100C0050   | 02/19/2020 | 240179                    | 02/14/2020  | 84.00     | CR    |
| 6503                           | 103300061806 | 4293984 | C100C0050   | 02/19/2020 | 240179                    | 02/14/2020  | 600.00    | CR    |
| 6503                           | 103300061806 | 4293901 | C100C0051   | 02/26/2020 | 240180                    | 02/18/2020  | 445.00    | DR    |
| 6503                           | 103300061806 | 4293901 | C100C0051   | 02/26/2020 | 240180                    | 02/18/2020  | 445.00    | DR    |
| 6503                           | 103300061806 | 4293901 | C100C0051   | 02/26/2020 | 240180                    | 02/18/2020  | 195.00    | CR    |
| 6503                           | 103300061806 | 4293901 | C100C0052   | 02/21/2020 | 240483                    | 02/20/2020  | 1,360.00  | DR    |
| 6503                           | 103300061806 | 4293901 | C100C0052   | 02/21/2020 | 240483                    | 02/20/2020  | 1,360.00  | DR    |
| 6503                           | 103300061806 | 4293901 | C100C0052   | 02/21/2020 | 240483                    | 02/20/2020  | 1,360.00  | CR    |
| 6503                           | 103300061806 | 4293971 | C100C0052   | 02/21/2020 | 240483                    | 02/20/2020  | 30.00     | CR    |
| 6503                           | 103300061806 | 4293984 | C100C0052   | 02/21/2020 | 240483                    | 02/20/2020  | 240.00    | CR    |
| 6503                           | 103300061806 | 4293901 | C100C0053   | 02/26/2020 | 240525                    | 02/20/2020  | 20.00     | CR    |
| 6503                           | 103300061806 | 4293901 | C100C0053   | 02/26/2020 | 240525                    | 02/03/2020  | 205.00    | DR    |
| 6503                           | 103300061806 | 4293901 | C100C0053   | 02/26/2020 | 240525                    | 02/03/2020  | 205.00    | CR    |
| 6503                           | 103300061806 | 4293969 | C100C0053   | 02/26/2020 | 240525                    | 02/03/2020  | 205.00    | CR    |
| 6503                           | 103300061806 | 4293972 | C100C0053   | 02/26/2020 | 240525                    | 02/03/2020  | 160.00    | CR    |
| 6503                           | 103300061806 | 4293901 | C100C0054   | 02/26/2020 | 240874                    | 02/24/2020  | 60.00     | CR    |
| 6503                           | 103300061806 | 4293901 | C100C0054   | 02/26/2020 | 240874                    | 02/24/2020  | 775.00    | DR    |
| 6503                           | 103300061806 | 4293901 | C100C0054   | 02/26/2020 | 240874                    | 02/24/2020  | 775.00    | CR    |
| 6503                           | 103300061806 | 4293969 | C100C0054   | 02/26/2020 | 240874                    | 02/24/2020  | 1,045.00  | DR    |
| 6503                           | 103300061806 | 4293969 | C100C0054   | 02/26/2020 | 240874                    | 02/24/2020  | 1,045.00  | CR    |
| 6503                           | 103300061806 | 4293969 | C100C0054   | 02/26/2020 | 240874                    | 02/24/2020  | 1,045.00  | CR    |
| 6503                           | 103300061806 | 4293972 | C100C0054   | 02/26/2020 | 240874                    | 02/24/2020  | 66.00     | DR    |
| 6503                           | 103300061806 | 4293972 | C100C0054   | 02/26/2020 | 240874                    | 02/24/2020  | 66.00     | CR    |
| 6503                           | 103300061806 | 4293984 | C100C0054   | 02/26/2020 | 240874                    | 02/24/2020  | 66.00     | CR    |
| 6503                           | 103300061806 | 4293984 | C100C0056   | 02/28/2020 | 240970                    | 02/25/2020  | 160.00    | CR    |
| 6503                           | 103300061806 | 4293901 | C100C0056   | 02/28/2020 | 240970                    | 02/25/2020  | 635.00    | DR    |
| 6503                           | 103300061806 | 4293901 | C100C0056   | 02/28/2020 | 240970                    | 02/25/2020  | 635.00    | CR    |
| 6503                           | 103300061806 | 4293969 | C100C0056   | 02/28/2020 | 240970                    | 02/25/2020  | 475.00    | DR    |
| 6503                           | 103300061806 | 4293969 | C100C0056   | 02/28/2020 | 240970                    | 02/25/2020  | 475.00    | CR    |
| 6503                           | 103300061806 | 4293972 | C100C0056   | 02/28/2020 | 240970                    | 02/25/2020  | 475.00    | CR    |
| 6503                           | 103300061806 | 4293972 | C100C0056   | 02/28/2020 | 240970                    | 02/25/2020  | 120.00    | DR    |
| 6503                           | 103300061806 | 4293972 | C100C0056   | 02/28/2020 | 240970                    | 02/25/2020  | 120.00    | CR    |
| 6503                           | 103300061806 | 4293984 | C100C0056   | 02/28/2020 | 240970                    | 02/25/2020  | 120.00    | CR    |
| 6503                           | 103300061806 | 4293984 | C100C0056   | 02/28/2020 | 240970                    | 02/25/2020  | 80.00     | DR    |
| 6503                           | 103300061806 | 4293984 | C100C0056   | 02/28/2020 | 240970                    | 02/25/2020  | 80.00     | CR    |
| 6503                           | 103300061806 | 4293984 | C100C0056   | 02/28/2020 | 240970                    | 02/25/2020  | 80.00     | CR    |
| TOTAL ACCOUNT GROUP NET CHANGE |              |         |             |            |                           |             | 21,810.00 | CR *  |
| 6503                           | 103300061806 | 4393903 | C100C0044   | 02/14/2020 | 239697                    | 02/14/2020  | 300.00    | CR    |
| 6503                           | 103300061806 | 4393903 | C100C0045   | 02/05/2020 | 238763                    | 02/03/2020  | 100.00    | CR    |
| 6503                           | 103300061806 | 4393903 | C100C0046   | 02/07/2020 | 239266                    | 02/06/2020  | 605.00    | CR    |
| 6503                           | 103300061806 | 4393903 | C100C0047   | 02/07/2020 | 238878                    | 02/05/2020  | 60.00     | DR    |



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| COMP                           | CENTER       | ACCOUNT  | DOCUMENT ID | POST DATE  | APPROVAL, VENDOR, OR PO # | EFFECT DATE | AMOUNT   | DR CR |
|--------------------------------|--------------|----------|-------------|------------|---------------------------|-------------|----------|-------|
| 6503                           | 103300061806 | 4393903  | C100C0047   | 02/07/2020 | 238878                    | 02/05/2020  | 60.00    | CR    |
| 6503                           | 103300061806 | 4393903  | C100C0047A  | 02/07/2020 | 239210                    | 02/03/2020  | 60.00    | CR    |
| 6503                           | 103300061806 | 4393903  | C100C0048   | 02/12/2020 | 239480                    | 02/11/2020  | 1,350.00 | CR    |
| 6503                           | 103300061806 | 4393903  | C100C0049   | 02/14/2020 | 239698                    | 02/10/2020  | 440.00   | CR    |
| 6503                           | 103300061806 | 4393903  | C100C0050   | 02/19/2020 | 240179                    | 02/14/2020  | 160.00   | CR    |
| 6503                           | 103300061806 | 4393903  | C100C0051   | 02/26/2020 | 240180                    | 02/18/2020  | 120.00   | CR    |
| 6503                           | 103300061806 | 4393903  | C100C0052   | 02/21/2020 | 240483                    | 02/20/2020  | 425.00   | CR    |
| 6503                           | 103300061806 | 4393903  | C100C0053   | 02/26/2020 | 240525                    | 02/03/2020  | 40.00    | CR    |
| 6503                           | 103300061806 | 4393903  | C100C0054   | 02/26/2020 | 240874                    | 02/24/2020  | 955.00   | CR    |
| 6503                           | 103300061806 | 4393903  | C100C0056   | 02/28/2020 | 240970                    | 02/25/2020  | 40.00    | CR    |
| TOTAL ACCOUNT GROUP NET CHANGE |              |          |             |            |                           |             | 4,595.00 | CR *  |
| 6503                           | 103300061806 | 4896007  | C100C0045   | 02/05/2020 | 238763                    | 02/03/2020  | 200.00   | CR    |
| 6503                           | 103300061806 | 4896020  | C100C0045   | 02/05/2020 | 238763                    | 02/03/2020  | 2.00     | CR    |
| 6503                           | 103300061806 | 4896004  | C100C0046   | 02/07/2020 | 239266                    | 02/06/2020  | 35.00    | CR    |
| 6503                           | 103300061806 | 4896007  | C100C0046   | 02/07/2020 | 239266                    | 02/06/2020  | 180.00   | CR    |
| 6503                           | 103300061806 | 4896004  | C100C0048   | 02/12/2020 | 239480                    | 02/11/2020  | 35.00    | CR    |
| 6503                           | 103300061806 | 4896020  | C100C0048   | 02/12/2020 | 239480                    | 02/11/2020  | 2.00     | CR    |
| 6503                           | 103300061806 | 4896007  | C100C0050   | 02/19/2020 | 240179                    | 02/14/2020  | 900.00   | DR    |
| 6503                           | 103300061806 | 4896007  | C100C0050   | 02/19/2020 | 240179                    | 02/14/2020  | 900.00   | CR    |
| 6503                           | 103300061806 | 4896007  | C100C0052   | 02/21/2020 | 240483                    | 02/20/2020  | 780.00   | CR    |
| 6503                           | 103300061806 | 4896020  | C100C0052   | 02/21/2020 | 240483                    | 02/20/2020  | 60.00    | CR    |
| 6503                           | 103300061806 | 4896007  | C100C0054   | 02/26/2020 | 240874                    | 02/24/2020  | 4.00     | CR    |
| 6503                           | 103300061806 | 4896020  | C100C0054   | 02/26/2020 | 240874                    | 02/24/2020  | 500.00   | CR    |
| 6503                           | 103300061806 | 4896007  | C100C0056   | 02/28/2020 | 240970                    | 02/25/2020  | 2.00     | CR    |
| 6503                           | 103300061806 | 4896020  | C100C0056   | 02/28/2020 | 240970                    | 02/25/2020  | 2.00     | CR    |
| TOTAL ACCOUNT GROUP NET CHANGE |              |          |             |            |                           |             | 1,902.00 | CR *  |
| 6503                           | 103300061806 | 52053100 | CD001039    | 02/28/2020 |                           | 02/03/2020  | 298.75   | DR    |
| 6503                           | 103300061806 | 52041800 | DP001097    | 02/28/2020 |                           | 02/11/2020  | 459.75   | DR    |
| 6503                           | 103300061806 | 52049600 | D100CC007   | 02/21/2020 | MC20333                   | 02/21/2020  | 151.37   | DR    |
| 6503                           | 103300061806 | 52049600 | D100CC007   | 02/21/2020 | MC20333                   | 02/21/2020  | 151.37   | DR    |
| 6503                           | 103300061806 | 52049600 | D100CC007   | 02/21/2020 | MC20333                   | 02/21/2020  | 151.37   | DR    |
| 6503                           | 103300061806 | 52049600 | D100CC008   | 02/12/2020 | MC20362                   | 02/04/2020  | 272.33   | DR    |
| 6503                           | 103300061806 | 52049600 | D100CC008   | 02/12/2020 | MC20362                   | 02/04/2020  | 151.37   | DR    |
| 6503                           | 103300061806 | 52049600 | D100CC008   | 02/12/2020 | MC20362                   | 02/04/2020  | 272.33   | DR    |
| 6503                           | 103300061806 | 52049600 | D100CC008   | 02/12/2020 | MC20362                   | 02/04/2020  | 151.37   | DR    |
| 6503                           | 103300061806 | 52049600 | D100CC008   | 02/12/2020 | MC20362                   | 02/04/2020  | 272.33   | DR    |
| 6503                           | 103300061806 | 52050280 | E100-173    | 02/05/2020 |                           | 02/04/2020  | 151.37   | CR    |
| 6503                           | 103300061806 | 52042000 | FM012073    | 02/28/2020 |                           | 02/04/2020  | 245.80   | DR    |
| 6503                           | 103300061806 | 52053500 | MS001049    | 02/28/2020 |                           | 02/05/2020  | 1,547.20 | DR    |
| 6503                           | 103300061806 | 52042000 | PL001061    | 02/28/2020 |                           | 02/19/2020  | 875.73   | DR    |
| 6503                           | 103300061806 | 52045300 | TL001051    | 02/28/2020 |                           | 02/13/2020  | 529.99   | DR    |
| 6503                           | 103300061806 | 5228000  | TL00-116    | 02/28/2020 |                           | 02/28/2020  | 146.88   | DR    |
| 6503                           | 103300061806 | 5228000  | TL00-116    | 02/05/2020 |                           | 02/04/2020  | 1,532.66 | DR    |
| TOTAL ACCOUNT GROUP NET CHANGE |              |          |             |            |                           |             | 6,060.46 | DR *  |

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| COMP                           | CENTER       | ACCOUNT  | DOCUMENT ID      | POST DATE  | APPROVAL, VENDOR, OR PO # | EFFECT DATE | AMOUNT    | DR CR |
|--------------------------------|--------------|----------|------------------|------------|---------------------------|-------------|-----------|-------|
| 6503                           | 103300061806 | 82044900 | REALES/COSMRNT20 | 02/26/2020 | 120812                    | 02/23/2020  | 1,041.75  | CR    |
| TOTAL ACCOUNT GROUP NET CHANGE |              |          |                  |            |                           |             | 1,041.75  | CR *  |
| TOTAL COMPANY--NET CHANGE      |              |          |                  |            |                           |             | 23,288.29 | CR ** |

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CENTER-5 10330 COSMETOLOGY COMMISSION

| COMP   | CENTER       | ACCOUNT  | DOCUMENT NUMBER | POSTING DATE | JV APPVL # OR PAYMENT # | SHORT NAME | VENDOR NUMBER | VENDOR GROUP | AMOUNT    | DR/CR |
|--|--------------|----------|-----------------|--------------|-------------------------|------------|---------------|--------------|-----------|-------|
| COMPANY NO 6503                              |              |          |                 |              |                         |            |               |              |           |       |
| COMPANY NAME PROFESSIONAL & LICENSING BOARDS |              |          |                 |              |                         |            |               |              |           |       |
| 6503   | 103300061806 | 51010100 | CGEX200212      | 02/14/2020   |                         |            |               |              | 5,363.78  | DR    |
| 6503   | 103300061806 | 51010100 | CGEX200226      | 02/28/2020   |                         |            |               |              | 5,143.65  | DR    |
| OBSJUB: 5101010 F-T EMP SAL & WAGES          |              |          |                 |              |                         |            |               |              |           |       |
| 6503   | 103300061806 | 51010200 | CGEX200212      | 02/14/2020   |                         |            |               |              | 10,507.43 | DR *  |
| 6503   | 103300061806 | 51010200 | CGEX200226      | 02/28/2020   |                         |            |               |              | 1,956.71  | DR    |
| OBSJUB: 5101020 P-T/TEMP EMP SAL & WAGES     |              |          |                 |              |                         |            |               |              |           |       |
| 6503   | 103300061806 | 51010300 | CGEX200212      | 02/14/2020   |                         |            |               |              | 4,178.85  | DR *  |
| OBSJUB: 5101030 BOARD & COMM MBR'S FEES      |              |          |                 |              |                         |            |               |              |           |       |
| OBSJECT: 5101 EMPLOYEE SALARIES              |              |          |                 |              |                         |            |               |              |           |       |
| 6503   | 103300061806 | 51020100 | CGEX200204      | 02/05/2020   | 259550                  |            |               |              | 660.00    | DR *  |
| 6503   | 103300061806 | 51020100 | CGEX200204      | 02/05/2020   | 257514                  |            |               |              | 15,346.28 | DR ** |
| 6503   | 103300061806 | 51020100 | CGEX200212      | 02/14/2020   |                         |            |               |              | 4.28      | DR    |
| 6503   | 103300061806 | 51020100 | CGEX200213      | 02/14/2020   | 270043                  |            |               |              | 596.16    | DR    |
| 6503   | 103300061806 | 51020100 | CGEX200213      | 02/14/2020   | 270050                  |            |               |              | 4.29      | DR    |
| 6503   | 103300061806 | 51020100 | CGEX200213      | 02/14/2020   | 270053                  |            |               |              | 2.60      | DR    |
| 6503   | 103300061806 | 51020100 | CGEX200213      | 02/14/2020   | 270042                  |            |               |              | 2.15      | DR    |
| 6503   | 103300061806 | 51020100 | CGEX200226      | 02/14/2020   |                         |            |               |              | 2.14      | DR    |
| 6503   | 103300061806 | 51020100 | CGEX200226      | 02/28/2020   |                         |            |               |              | 549.00    | DR    |
| OBSJUB: 5102010 OASI-EMPLOYER'S SHARE        |              |          |                 |              |                         |            |               |              |           |       |
| 6503   | 103300061806 | 51020200 | CGEX200212      | 02/14/2020   |                         |            |               |              | 1,161.69  | DR *  |
| 6503   | 103300061806 | 51020200 | CGEX200226      | 02/28/2020   |                         |            |               |              | 321.83    | DR    |
| OBSJUB: 5102020 RETIREMENT-ER SHARE          |              |          |                 |              |                         |            |               |              |           |       |
| 6503   | 103300061806 | 51020600 | CGEX200212      | 02/14/2020   |                         |            |               |              | 630.45    | DR *  |
| 6503   | 103300061806 | 51020600 | CGEX200226      | 02/28/2020   |                         |            |               |              | 1,280.38  | DR    |
| OBSJUB: 5102060 HEALTH/LIFE INS.-ER SHARE    |              |          |                 |              |                         |            |               |              |           |       |
| 6503   | 103300061806 | 51020800 | CGEX200212      | 02/14/2020   |                         |            |               |              | 2,566.42  | DR *  |
| 6503   | 103300061806 | 51020800 | CGEX200226      | 02/28/2020   |                         |            |               |              | 9.51      | DR    |
| OBSJUB: 5102080 WORKER'S COMPENSATION        |              |          |                 |              |                         |            |               |              |           |       |
| 6503   | 103300061806 | 51020900 | CGEX200212      | 02/14/2020   |                         |            |               |              | 19.09     | DR *  |
| 6503   | 103300061806 | 51020900 | CGEX200226      | 02/28/2020   |                         |            |               |              | 3.22      | DR    |
| OBSJUB: 5102090 UNEMPLOYMENT COMPENSATION    |              |          |                 |              |                         |            |               |              |           |       |
| OBSJECT: 5102 EMPLOYEE BENEFITS              |              |          |                 |              |                         |            |               |              |           |       |
| OBSGROUP: 51 PERSONAL SERVICES               |              |          |                 |              |                         |            |               |              |           |       |
| 6503   | 103300061806 | 52030300 | CGEX200204      | 02/05/2020   | 259550                  |            |               |              | 6.47      | DR *  |
| 6503   | 103300061806 | 52030300 | CGEX200204      | 02/05/2020   | 257514                  |            |               |              | 4,384.12  | DR ** |
| 6503   | 103300061806 | 52030300 | CGEX200213      | 02/14/2020   | 270043                  |            |               |              | 190.26    | DR    |
| 6503   | 103300061806 | 52030300 | CGEX200213      | 02/14/2020   | 271333                  |            |               |              | 80.22     | DR    |
| 6503   | 103300061806 | 52030300 | CGEX200213      | 02/14/2020   | 271328                  |            |               |              | 338.52    | DR    |
| 6503   | 103300061806 | 52030300 | CGEX200213      | 02/14/2020   | 270042                  |            |               |              | 189.00    | DR    |
| 6503   | 103300061806 | 52030300 | CGEX200213      | 02/14/2020   |                         |            |               |              | 179.76    | DR    |
| 6503   | 103300061806 | 52030300 | CGEX200213      | 02/14/2020   |                         |            |               |              | 177.66    | DR    |

AGENCY 10 LABOR & REGULATION  
BUDGET UNIT 1033 COSMETOLOGY COMMISSION  
CENTER-5 10330 COSMETOLOGY COMMISSION

| COMP | CENTER          | ACCOUNT                   | DOCUMENT NUMBER  | POSTING DATE | JV APPVL #,<br>OR PAYMENT # | SHORT NAME | VENDOR NUMBER | VENDOR GROUP | AMOUNT   | DR/<br>CR |
|------|-----------------|---------------------------|------------------|--------------|-----------------------------|------------|---------------|--------------|----------|-----------|
| 6503 | 103300061806    | 52030300                  | CGEX200213       | 02/14/2020   | 270050                      |            |               |              | 169.68   | DR        |
| 6503 | 103300061806    | 52030300                  | CGEX200213       | 02/14/2020   | 271334                      |            |               |              | 163.80   | DR        |
| 6503 | 103300061806    | 52030300                  | CGEX200213       | 02/14/2020   | 271332                      |            |               |              | 157.50   | DR        |
| 6503 | 103300061806    | 52030300                  | CGEX200213       | 02/14/2020   | 270053                      |            |               |              | 29.82    | DR        |
|      | OBJSUB: 5203030 | AUTO-PRIV (IN-ST.) H/RTE  |                  |              |                             |            |               |              |          |           |
| 6503 | 103300061806    | 52031000                  | CGEX200227       | 02/28/2020   | 276048                      |            |               |              | 66.12    | DR        |
| 6503 | 103300061806    | 52031000                  | 827-811392 01.24 | 02/26/2020   | 00637610                    | INNOC20200 | 12574371      |              | 308.00   | DR        |
|      | OBJSUB: 5203100 | LODGING/IN-STATE          |                  |              |                             |            |               |              |          |           |
| 6503 | 103300061806    | 52031400                  | CGEX200204       | 02/05/2020   | 259550                      |            |               |              | 374.12   | DR *      |
| 6503 | 103300061806    | 52031400                  | CGEX200204       | 02/05/2020   | 257514                      |            |               |              | 56.00    | DR        |
| 6503 | 103300061806    | 52031400                  | CGEX200213       | 02/14/2020   | 270043                      |            |               |              | 14.00    | DR        |
| 6503 | 103300061806    | 52031400                  | CGEX200213       | 02/14/2020   | 270050                      |            |               |              | 56.00    | DR        |
| 6503 | 103300061806    | 52031400                  | CGEX200213       | 02/14/2020   | 270050                      |            |               |              | 34.00    | DR        |
| 6503 | 103300061806    | 52031400                  | CGEX200213       | 02/14/2020   | 270053                      |            |               |              | 28.00    | DR        |
| 6503 | 103300061806    | 52031400                  | CGEX200213       | 02/14/2020   | 270042                      |            |               |              | 28.00    | DR        |
|      | OBJSUB: 5203140 | TAXABLE MEALS/IN-STATE    |                  |              |                             |            |               |              |          |           |
| 6503 | 103300061806    | 52031500                  | CGEX200213       | 02/14/2020   | 271332                      |            |               |              | 216.00   | DR *      |
| 6503 | 103300061806    | 52031500                  | CGEX200213       | 02/14/2020   | 271333                      |            |               |              | 40.00    | DR        |
| 6503 | 103300061806    | 52031500                  | CGEX200213       | 02/14/2020   | 271334                      |            |               |              | 40.00    | DR        |
| 6503 | 103300061806    | 52031500                  | CGEX200213       | 02/14/2020   | 271328                      |            |               |              | 40.00    | DR        |
|      | OBJSUB: 5203150 | NON-TAXABLE MEALS/IN-ST   |                  |              |                             |            |               |              |          |           |
| 6503 | 103300061806    | 52041800                  | TRAVEL DP001097  | 02/28/2020   |                             |            |               |              | 160.00   | DR *      |
|      | OBJSUB: 5204180 | COMPUTER SERVICES-STATE   |                  |              |                             |            |               |              | 2,426.34 | DR **     |
| 6503 | 103300061806    | 52042000                  | FM012073         | 02/28/2020   |                             |            |               |              | 459.75   | DR        |
| 6503 | 103300061806    | 52042000                  | FL001061         | 02/28/2020   |                             |            |               |              | 459.75   | DR        |
|      | OBJSUB: 5204200 | CENTRAL SERVICES          |                  |              |                             |            |               |              |          |           |
| 6503 | 103300061806    | 52042300                  | 0303116          | 02/21/2020   | 02329447                    | SERVALLUNI | 12049672      |              | 2,077.19 | DR *      |
|      | OBJSUB: 5204230 | JANITORIAL & MAINT SERV   |                  |              |                             |            |               |              | 4.47     | DR        |
| 6503 | 103300061806    | 52044900                  | REALE/COSMRNT20  | 02/26/2020   | 02329357                    | HYDEHOLDIN | 12028880      |              | 4.47     | DR *      |
|      | OBJSUB: 5204490 | RENTS-PRIVATE OWNED PROP. |                  |              |                             |            |               |              |          |           |
| 6503 | 103300061806    | 52045300                  | TL001051         | 02/28/2020   |                             |            |               |              | 1,041.75 | DR *      |
| 6503 | 103300061806    | 52045300                  | 1744641445       | 02/21/2020   | 00636656                    | INTRADOENT | 12142271      | 02           | 146.88   | DR        |
|      | OBJSUB: 5204530 | TELECOMMUNICATIONS SRVCS  |                  |              |                             |            |               |              | 16.97    | DR        |
| 6503 | 103300061806    | 52045400                  | 415031401 0120   | 02/26/2020   | 02329927                    | MUNICIPALU | 12054968      | 01           | 163.85   | DR *      |
|      | OBJSUB: 5204540 | ELECTRICITY               |                  |              |                             |            |               |              | 86.78    | DR        |
| 6503 | 103300061806    | 52049600                  | CGEX200204       | 02/05/2020   | 257514                      |            |               |              | 86.78    | DR *      |
| 6503 | 103300061806    | 52049600                  | D100CC007        | 02/21/2020   | MC20333                     |            |               |              | 7.44     | DR        |
| 6503 | 103300061806    | 52049600                  | D100CC007        | 02/21/2020   | MC20333                     |            |               |              | 151.37   | DR        |
| 6503 | 103300061806    | 52049600                  | D100CC007        | 02/21/2020   | MC20333                     |            |               |              | 151.37   | DR        |
| 6503 | 103300061806    | 52049600                  | D100CC007        | 02/21/2020   | MC20333                     |            |               |              | 151.37   | CR        |

STATE OF SOUTH DAKOTA  
MONTHLY EXPENDITURE REPORT  
FOR PERIOD ENDING: 02/29/2020

AGENCY 10 LABOR & REGULATION  
BUDGET UNIT 1033 COSMETOLOGY COMMISSION  
CENTER-5 10330 COSMETOLOGY COMMISSION

| COMP                                      | CENTER       | ACCOUNT  | DOCUMENT NUMBER               | POSTING DATE | JV APPVL #,<br>OR PAYMENT # | SHORT NAME | VENDOR NUMBER | VENDOR GROUP | AMOUNT    | DR/<br>CR |
|---|--------------|----------|-------------------------------|--------------|-----------------------------|------------|---------------|--------------|-----------|-----------|
| 6503                                      | 103300061806 | 52049600 | D100CC008                     | 02/12/2020   | MC20362                     |            |               |              | 272.33    | DR        |
| 6503                                      | 103300061806 | 52049600 | D100CC008                     | 02/12/2020   | MC20362                     |            |               |              | 151.37    | DR        |
| 6503                                      | 103300061806 | 52049600 | D100CC008                     | 02/12/2020   | MC20362                     |            |               |              | 272.33    | DR        |
| 6503                                      | 103300061806 | 52049600 | D100CC008                     | 02/12/2020   | MC20362                     |            |               |              | 151.37    | CR        |
| 6503                                      | 103300061806 | 52049600 | D100CC008                     | 02/12/2020   | MC20362                     |            |               |              | 272.33    | CR        |
| 6503                                      | 103300061806 | 52049600 | 7160                          | 02/05/2020   | 00633656                    | NATLINTERS | 12114840      | 02           | 136.00    | DR        |
| OBJSUB: 5204960 OTHER CONTRACTUAL SERVICE |              |          |                               |              |                             |            |               |              |           |           |
| OBJECT: 5204 CONTRACTUAL SERVICES         |              |          |                               |              |                             |            |               |              |           |           |
| 6503                                      | 103300061806 | 52050280 | E100-173                      | 02/05/2020   |                             |            |               |              | 567.14    | DR *      |
| 6503                                      | 103300061806 | 52050280 | 18382 FEB20                   | 02/21/2020   | 00636487                    | INMANSWATE | 12044712      |              | 4,400.93  | DR **     |
| OBJSUB: 5205028 OFFICE SUPPLIES           |              |          |                               |              |                             |            |               |              |           |           |
| 6503                                      | 103300061806 | 52050400 | 9755                          | 02/28/2020   | 00638200                    | SMT        | 12239534      |              | 256.18    | DR *      |
| OBJSUB: 5205040 EDUC & INSTRUC SUPPLIES   |              |          |                               |              |                             |            |               |              |           |           |
| 6503                                      | 103300061806 | 52053100 | CD001039                      | 02/28/2020   |                             |            |               |              | 285.00    | DR *      |
| OBJSUB: 5205310 PRINTING-STATE            |              |          |                               |              |                             |            |               |              |           |           |
| 6503                                      | 103300061806 | 52053500 | CGEX200204                    | 02/05/2020   | 259550                      |            |               |              | 298.75    | DR *      |
| 6503                                      | 103300061806 | 52053500 | CGEX200204                    | 02/05/2020   | 257514                      |            |               |              | 8.05      | DR        |
| 6503                                      | 103300061806 | 52053500 | CGEX200213                    | 02/14/2020   | 270050                      |            |               |              | 7.45      | DR        |
| 6503                                      | 103300061806 | 52053500 | CGEX200213                    | 02/14/2020   | 270043                      |            |               |              | 4.00      | DR        |
| 6503                                      | 103300061806 | 52053500 | MS001049                      | 02/28/2020   |                             |            |               |              | 1.80      | DR        |
| OBJSUB: 5205350 POSTAGE                   |              |          |                               |              |                             |            |               |              |           |           |
| 6503                                      | 103300061806 | 52055180 | 68870010003 0120              | 02/26/2020   | 00636961                    | MONTANADAK | 12020954      | 12           | 897.03    | DR *      |
| OBJSUB: 5205518 HEATING & COOKING FUELS   |              |          |                               |              |                             |            |               |              |           |           |
| 6503                                      | 103300061806 | 5228000  | SUPPLIES & MATERIALS T100-116 | 02/05/2020   |                             |            |               |              | 18.42     | DR        |
| OBJSUB: 5228000 OPER TRANS OUT -NON BUDGT |              |          |                               |              |                             |            |               |              |           |           |
| 6503                                      | 103300061806 | 5228000  | NONOP EXP/NONBCTD OP TR       |              |                             |            |               |              | 1,755.38  | DR **     |
| 6503                                      | 103300061806 | 5228000  | OPERATING EXPENSES            |              |                             |            |               |              | 1,532.66  | DR        |
| OBJSUB: 5228000 OPER TRANS OUT -NON BUDGT |              |          |                               |              |                             |            |               |              |           |           |
| 6503                                      | 103300061806 | 5228000  | NONOP EXP/NONBCTD OP TR       |              |                             |            |               |              | 1,532.66  | DR **     |
| 6503                                      | 103300061806 | 5228000  | OPERATING EXPENSES            |              |                             |            |               |              | 10,115.31 | DR ***    |
| 6503                                      | 103300061806 | 5228000  | OPERATING EXPENSES            |              |                             |            |               |              | 29,845.71 | DR ****   |
| 6503                                      | 103300061806 | 5228000  | OPERATING EXPENSES            |              |                             |            |               |              | 29,845.71 | DR *****  |
| 6503                                      | 103300061806 | 5228000  | OPERATING EXPENSES            |              |                             |            |               |              | 29,845.71 | DR *****  |
| 6503                                      | 103300061806 | 5228000  | OPERATING EXPENSES            |              |                             |            |               |              | 29,845.71 | DR *****  |

BA0215V1 02/29/2020

STATE OF SOUTH DAKOTA  
MONTHLY OBJECT/SUB-OBJECT REPORT BY BUDGET UNIT  
FOR PERIOD ENDING: 02/29/2020

AGENCY 10 LABOR & REGULATION  
BUDGET UNIT 1033 COSMETOLOGY COMMISSION  
CENTER-5 10330 COSMETOLOGY COMMISSION

| CENTER                                       | COMP | ACCOUNT  | DESCRIPTION                | CURRENT MONTH | YEAR-TO-DATE |
|--|------|----------|----------------------------|---------------|--------------|
| COMPANY NO 6503                              |      |          |                            |               |              |
| COMPANY NAME PROFESSIONAL & LICENSING BOARDS |      |          |                            |               |              |
| 103300061806                                 | 6503 | 51010100 | F-T EMP SAL & WAGES        | 10,507.43     | 80,110.00    |
| 103300061806                                 | 6503 | 51010200 | P-T/TEMP EMP SAL & WAGES   | 4,178.85      | 39,965.96    |
| 103300061806                                 | 6503 | 51010300 | BOARD & COMM MBRS FEES     | 660.00        | 3,240.00     |
| ACCT: 5101                                   |      |          |                            |               |              |
| EMPLOYEE SALARIES                            |      |          |                            |               |              |
| 103300061806                                 | 6503 | 51020100 | OASI-EMPLOYER'S SHARE      | 15,346.28     | 123,315.96   |
| 103300061806                                 | 6503 | 51020200 | RETIREMENT-ER SHARE        | 1,161.69      | 9,444.47     |
| 103300061806                                 | 6503 | 51020600 | HEALTH/LIFE INS -ER SHARE  | 630.45        | 4,714.55     |
| 103300061806                                 | 6503 | 51020800 | WORKER'S COMPENSATION      | 2,566.42      | 18,616.51    |
| 103300061806                                 | 6503 | 51020900 | UNEMPLOYMENT COMPENSATION  | 19.09         | 155.57       |
|  |      |          |                            | 6.47          | 52.73        |
| ACCT: 5102                                   |      |          |                            |               |              |
| EMPLOYEE BENEFITS                            |      |          |                            |               |              |
| 103300061806                                 | 6503 | 52030100 | AUTO-STATE OWNED-IN STATE  | 4,384.12      | 32,983.83    |
| 103300061806                                 | 6503 | 52030200 | AUTO PRIV (IN-ST.) L/RTE   | 19,730.40     | 156,299.79   |
| 103300061806                                 | 6503 | 52030300 | AUTO-PRIV (IN-ST.) H/RTE   |               |              |
| 103300061806                                 | 6503 | 52031000 | LOGGING/IN-STATE           | 1,676.22      | 646.56       |
| 103300061806                                 | 6503 | 52031400 | TAXABLE MEALS/IN-STATE     | 374.12        | 79.58        |
| 103300061806                                 | 6503 | 52031500 | NON-TAXABLE MEALS/IN-ST    | 216.00        | 15,068.34    |
| 103300061806                                 | 6503 | 52032300 | AUTO-PRIV. (OUT-STATE) H/R | 160.00        | 3,240.88     |
| 103300061806                                 | 6503 | 52032600 | AIR-COMM-OUT-OF-STATE      |               | 2,044.00     |
| 103300061806                                 | 6503 | 52032800 | OTHER-PUBLIC-OUT-OF-STATE  |               | 2,158.00     |
| 103300061806                                 | 6503 | 52033200 | LOGGING/OUT-OF-STATE       |               | 47.04        |
| 103300061806                                 | 6503 | 52033300 | INCIDENTALS-OUT-OF-STATE   |               | 689.00       |
| 103300061806                                 | 6503 | 52033500 | NON-TAXABLE MEALS/OUT-ST   |               | 113.84       |
|  |      |          |                            |               | 778.08       |
|  |      |          |                            |               | 60.00        |
|  |      |          |                            |               | 151.50       |
| ACCT: 5203                                   |      |          |                            |               |              |
| TRAVEL                                       |      |          |                            |               |              |
| 103300061806                                 | 6503 | 52040200 | DUES & MEMBERSHIP FEES     | 2,426.34      | 25,076.82    |
| 103300061806                                 | 6503 | 52040500 | COMPUTER CONSULTANT        |               | 310.00       |
| 103300061806                                 | 6503 | 52041600 | WORKSHOP REGISTRATION FEE  |               | 1,649.40     |
| 103300061806                                 | 6503 | 52041800 | COMPUTER SERVICES-STATE    |               | 781.44       |
| 103300061806                                 | 6503 | 52041810 | BIT DEVELOPMENT COSTS      | 459.75        | 4,137.75     |
| 103300061806                                 | 6503 | 52042000 | CENTRAL SERVICES           |               | 137.25       |
| 103300061806                                 | 6503 | 52042300 | JANITORIAL & MAINT SERV    | 2,077.19      | 7,569.22     |
| 103300061806                                 | 6503 | 52043600 | ADVERTISING-NEWSPAPER      | 4.47          | 38.71        |
| 103300061806                                 | 6503 | 52044900 | RENTS-PRIVATE OWNED PROP.  |               | 73.44        |
| 103300061806                                 | 6503 | 52045100 | RENTS-OTHER                | 1,041.75      | 8,334.00     |
| 103300061806                                 | 6503 | 52045300 | TELECOMMUNICATIONS SRVCS   |               | 799.41       |
| 103300061806                                 | 6503 | 52045400 | ELECTRICITY                | 163.85        | 1,910.53     |
| 103300061806                                 | 6503 | 52045500 | GARBAGE & SEWER            | 86.78         | 782.09       |
| 103300061806                                 | 6503 | 52049600 | OTHER CONTRACTUAL SERVICE  |               | 76.99        |
|  |      |          |                            | 567.14        | 15,695.88    |
| ACCT: 5204                                   |      |          |                            |               |              |
| CONTRACTUAL SERVICES                         |      |          |                            |               |              |
| 103300061806                                 | 6503 | 52050280 | OFFICE SUPPLIES            | 4,400.93      | 42,296.11    |
| 103300061806                                 | 6503 | 52050400 | EDUC & INSTRUC SUPPLIES    | 256.18        | 1,893.52     |
| 103300061806                                 | 6503 | 52053100 | PRINTING-STATE             | 285.00        | 2,285.00     |
|  |      |          |                            | 298.75        | 3,787.85     |

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STATE OF SOUTH DAKOTA  
MONTHLY OBJECT/SUB-OBJECT REPORT BY BUDGET UNIT  
FOR PERIOD ENDING: 02/29/2020

| AGENCY<br>BUDGET UNIT<br>CENTER-5 | 10<br>1033<br>10330 | LABOR & REGULATION<br>COSMETOLOGY COMMISSION<br>COSMETOLOGY COMMISSION | COMP | ACCOUNT                   | DESCRIPTION | CURRENT MONTH | YEAR-TO-DATE | *     |
|-----------------------------------|---------------------|--|------|---------------------------|-------------|---------------|--------------|-------|
| 103300061806                      | 6503                | 52053500   |      | POSTAGE                   | 897.03      | 4,717.43      |              |       |
| 103300061806                      | 6503                | 52055180   |      | HEATING & COOKING FUELS   | 18.42       | 97.21         |              |       |
| ACCT: 5205                        |                     | SUPPLIES & MATERIALS   |      |                           | 1,755.38    | 10,781.01     |              | *     |
| 103300061806                      | 6503                | 52074910   |      | TELEPHONE EQUIPMENT       | .00         | 246.00        |              |       |
| ACCT: 5207                        |                     | CAPITAL OUTLAY   |      |                           | .00         | 246.00        |              | *     |
| 103300061806                      | 6503                | 5228000  |      | OPER TRANS OUT -NON BUDGT | 1,532.66    | 6,760.19      |              |       |
| ACCT: 5228                        |                     | NONOP EXP/NONBCTD OP TR  |      |                           | 1,532.66    | 6,760.19      |              | *     |
| ACCT: 52                          |                     | OPERATING EXPENSES   |      |                           | 10,115.31   | 85,160.13     |              | **    |
| COMP: 6503                        |                     | PROFESSIONAL & LICENSING BOARDS  |      |                           | 29,845.71   | 241,459.92    |              | ***   |
| CENTER: 103300061806              |                     |  |      |                           | 29,845.71   | 241,459.92    |              | ****  |
| B UNIT: 1033                      |                     |  |      |                           | 29,845.71   | 241,459.92    |              | ***** |

**SOUTH DAKOTA COSMETOLOGY COMMISSION  
EXECUTIVE DIRECTOR'S REPORT**

**April 17, 2020**

**1. Changes Due to Coronavirus Pandemic**

- NIC cancelled the Spring Symposium scheduled for April 24-26, 2020 in Biloxi, Mississippi.
- State Board Exam testing has been suspended. We cancelled the exams scheduled for March 16 & 17, 2020 and are not certain if we will be able to proceed with the May 17 & 18 exams.
- On March 13, 2020, the Governor issued an Executive Order for all non-essential state employees to work remotely. State offices will remain closed to the public until at least May 2, 2020. The Commission staff continues to perform our duties.
- The past three weeks have been filled with an unimaginable number of phone calls and emails from our licensees wondering if the Commission or the State will order the closure of salons, spas, and barber shops. The Commission does not have the authority to take such action and currently it does not appear that the Governor is planning to issue a mandated closure order. It remains up to the individual business owner whether or not to close their business.
- Many of the callers and email messages have been from individuals who are very upset by the Commission's inaction. We have tried to overlook or calm their anger as we realize the basis is likely fear for their health and the health of their family and clients, and fear for how they can meet their financial obligations with reduced or no earnings.
- The CARES stimulus law passed by Congress on March 31 includes financial provisions for independent contractors and business owners. The details are still being worked out of how to file for financial assistance.

**2. Declaratory Rulings**

Due to the additional time being spent by our staff responding to individuals about the possibility of salon closure, and with the cancellation of the April 16 & 17 schools visits and in-person Commission meeting, we will not be presenting declaratory rulings for the Commission's consideration on April 17, 2020.

**3. Administrative Rules for Cross-over Licensing**

To date there has been no work done to create requirements for cross-over licensing. All of us, staff and Commission members, have been preoccupied with the current health pandemic. We are not under any time restraints to develop rules for cross-over licensing.



Stewart School

For office use only:

License number: \_\_\_\_\_

Date processed: \_\_\_\_\_ Date expires: \_\_\_\_\_

Cosmetology Commission  
500 E Capitol Ave  
Pierre SD 57501  
605/773-6193

**SOUTH DAKOTA COSMETOLOGY COMMISSION  
SCHOOL LICENSE RENEWAL FORM**

**Instructions**

Please print or type. All areas should be completed. If not applicable, print NA. Information may be listed on a separate sheet and attached. Attach a non-refundable School License fee of \$300.00 for one (1) school license renewal. The expiration date is on the license. **The renewal form and fee should be submitted at least two months before the expiration date.**

**1. TYPE OF LICENSE RENEWING**

Cosmetology School  Nail School  Esthetics School  Branch School

**2. SCHOOL INFORMATION**

School Name: STEWART SCHOOL

Current On-site Director: ANGELA TAYLOR

School Address: 604 WEST AVE NORTH

City/State/Zip SIOUX FALLS, SD 57104

Telephone: 605-336-2775

Fax: 605-357-0288

Email:

ANGELA.TAYLOR@STEWARTSCHOOL.COM

Programs Offered:

Cosmetology YES NO

Number of clock hours 1580

Nail Technology YES NO

Number of clock hours 400

Esthetics YES NO

Number of clock hours 600

Are the courses in clock or credit hours? **CLOCK**  CREDIT  If in credit hours, attach the conversion.

Days/Times Open: Attach a separate sheet with this information Attachment #1

Days and Times of Theory Classes: Attach a separate sheet with this information Attachment #2

Days and Times of Clinic: Attach a separate sheet with this information Attachment #3

What months are programs started? Cos: April, June, Sept. Nov & Feb Est: April, July & Jan NT: Jan

Current Enrollment in - - - - Cosmetology Program: 75 Nails Program: 3 Esthetics Program: 8

Approximate Square Footage of school physical premises: 15,799

**3. SCHOOL OWNER INFORMATION**

Ownership (check one): Sole Proprietorship  Partnership  Corporation

List the name and address of each individual owner, partner, or corporate officer. If more space is needed, attach a separate sheet.

| Owner Name     | Owner Residence Address/City/State/Zip | Telephone Number      |
|----------------|--|-----------------------|
| Matthew Fiegen | 18518 Raylan Rd. Durango, Iowa 52039   | 563-588-2379 ext. 308 |
|                |  |                       |

If a corporation or partnership, list the name and address of the principal place of business of the partnership or corporation. Stewart School, 604 West Ave. North, Sioux Falls, SD 57104

If the corporation has a registered agent in South Dakota authorized to accept legal service, list the name and address of the agent. Robert Fiegen, 25644 475<sup>th</sup> Ave., Renner, SD 57055

**4. INSTRUCTOR(S) AND QUALIFICATIONS – ATTACH** a list of all instructors. Include their names, license numbers (both instructor license and personal license), and license expiration dates. All instructors must have a current South Dakota instructor license and a current cosmetologist, nail technician, or esthetician license, as applicable. There must be one (1) instructor for every 15 students or a faction thereof. **IF THIS LIST CHANGES, THE SCHOOL NEEDS TO SUBMIT THE NEW INSTRUCTOR NAME TO THE COMMISSION OFFICE TO ADD TO THIS FORM.** Attachment #4

Rcvd 2-18-20  
\$100 ck.

**5. REQUIRED ATTACHMENTS** – the following need to be attached.

List of required and non-required equipment (ARSD 20:42) Attachment #5

School's current catalog Attachment #6

List of textbook(s) and workbook(s) used Attachment #7

School advertising brochures and **website address** Attachment #8 and [www.stewartschool.edu](http://www.stewartschool.edu)

School rules and regulations Attachment #9

Student policies and procedures Attachment #10

Explanation of procedure to track student hours Attachment #11

Explanation of how student records are kept and stored Attachment #12

Schedule of days and times open, showing theory and practical times, holidays closed Attachment #13

Listing of proposed field trips on Commission form Attachment #14

Listing of substitute instructors and guest demonstrators Attachment #15

List any changes made since the last renewal application Attachment #16

**6. AGREEMENT AND SIGNATURE**

It is understood and agreed that any license granted is not transferable to another person, partnership, or corporation, or another location. Whenever the owner of the school or the location or school is changed, a new application must be submitted for approval by the Cosmetology Commission at least two months before the change.

It is further understood that the school license is renewed annually on the start date of the license. A renewal application must be submitted at least two months prior to the expiration date with all required attachments and the required fee. If a license is expired, the school shall pay the added penalty fee.

It is further understood that the Commission will be notified in writing of any changes from this application such as new instructors, change of days/times, etc.

It is further understood and acknowledged that the Commission may revoke or suspend the license of such school for any violation of the law or rules relating to cosmetology, esthetics, or nail technology, or if any of the above noted requirements or if further investigation reveals misrepresentation or false information being given in any manner or form as to any application or request for information made by the Commission, by any individual, partnership or corporation acting for or associated with said school.

I declare and affirm under the penalties of perjury that this information has been examined by me, and the best of my knowledge and belief, is in all things true and correct.

Owner or School Director Signed: \_\_\_\_\_ Dated: 2/12/2020  
Owner or School Director Signed: \_\_\_\_\_ Dated: \_\_\_\_\_

Notary

Subscribed and sworn to before me this 12 day of 02, 2020.

SEAL

\_\_\_\_\_  
Notary Public – South Dakota

My Commission expires: 12/01/22

Stewart School License Renewal Attachments  
Angela Taylor; 605-336-2775 ext. 3  
February 12<sup>th</sup>, 2020

*Attachment #1:*

*Days/Times Open:*

Our hours of operations are:

|            |                                 |
|------------|---------------------------------|
| Mondays    | 9:00 am – 3:00 pm (Clinic Only) |
| Tuesdays   | 8:30 am – 8:00 pm               |
| Wednesdays | 8:30 am – 4:30 pm               |
| Thursdays  | 8:30 am – 8:00 pm               |
| Fridays    | 8:30 am – 4:30 pm               |
| Saturdays  | 9:00 am – 3:00 pm (Clinic Only) |

*Attachment 2*

*Days and Times of Theory Classes:*

**Cosmetology:**

Our classes start in April, June, September, November and February. Students have basic training for ten weeks (166 hours of theory training). After a student graduates from basics they have Advance Training for seven hours one day each week until they graduate (theory averages three hours and the remaining time is hands-on/practical training). We hold advance training by class start date. Advance training classes are scheduled Tuesdays, Wednesdays, Thursdays and Fridays.

**Esthetics:**

We hold an Esthetics course three times a year, January, April and July. They have four weeks of basics training (120 hours) which consists of 55 – 60% theory and the remaining is hands-on/practical training. After the completion of basics, they have Advance Training one day (seven hours) each week until they graduate with 3.5 hours of theory and 3.5 hours hands-on/practical training. Their Advance Training is held on Fridays.

**Nail Technology:**

We hold a Nail Technology course one time a year in January. They have two weeks of basic training (80 hours), which consists of about 45 – 50% theory, and the remaining is hands on practice. After the completion of basics, they have Advance Training one day (seven hours) each week until they graduate consisting of three hours of theory and the remaining time hands-on/practical training. Their Advance Training would be held on Wednesdays.

*Attachment 3*

*Days and Times of Clinic:*

Our Clinic Floor hours of operation are as follows:

|           |                   |
|-----------|-------------------|
| Monday    | 9:00 am – 3:00 pm |
| Tuesday   | 9:00 am – 8:00 pm |
| Wednesday | 9:00 am – 4:30 pm |
| Thursday  | 9:00 am – 8:00 pm |
| Friday    | 9:00 am – 4:30 pm |
| Saturday  | 9:00 am – 3:00 pm |

**Cosmetology:** After the completion of the first ten weeks of basic training the students have 29 hours of clinical training each week, except when they have skill evolutions or specialty classes. During the hours of clinic operations there is a mixture of students at all levels who have completed their ten weeks (280 hours) of basic training.

**Esthetics:** After the completion of the first four weeks of basic training the students have 29 hours of clinical training each week.

**Nail Technology:** After the completion of the first two weeks of basic training the students have 29 hours of clinical training each week.

Stewart School License Renewal Attachments  
Angela Taylor; 605-336-2775 ext. 3  
February 12<sup>th</sup>, 2020

*Attachment 4*

*Instructors:*

| <u>Name</u>            | <u>Instructor License</u> | <u>Cosmetology License</u> | <u>Expiration Date</u> |
|------------------------|---------------------------|----------------------------|------------------------|
| Danielle Bouwman       | IC-13808-2021             | CO-12124-2021              | 01/28/2021             |
| Lyndsey Braunesreither | IC-09333-2020             | CO-07746-2020              | 04/25/2020             |
| Amanda Doyle           | IC-13987-2020             | CO-10752-2020              | 12/26/2020             |
| Madaline Knutson       | IC-09595-2020             | CO-09591-2020              | 12/31/2020             |
| Angi Marso             | IC-07968-2020             | CO-05937-2020              | 07/17/2020             |
| Shelbie Mittendorf     | IC-14306-2020             | CO-12971-2020              | 12/17/2020             |
| Angela Taylor          | IC-07167-2021             | CO-04735-2021              | 02/15/2021             |
| Karma Sanner           | IC-07967-2020             | CO-06471-2020              | 08/23/2020             |
| Tara Stammer           | IC-12683-2020             | CO-14577-2020              | 05/08/2020             |
| Katie VanBallegooyen   | IC-11551-2020             | CO-09161-2020              | 08/29/2020             |

Stewart School License Renewal Attachments  
Angela Taylor; 605-336-2775 ext. 3  
February 12<sup>th</sup>, 2020

*Attachment 5*

*List of required and non-required equipment (ARSD 20:42)*

Please see the attached copy of our most current inspection conducted on 10/21/2019. It indicates that we do have all the required equipment.

# Holiday Hours, Closings & Waived Time

| <b>Holiday</b>                     | <b>CLOSED DATES</b>   | <b>WAIVED DATES</b>   |
|------------------------------------|---|---|
| <b>Easter 2020</b>                 | Monday, April 13 <sup>th</sup> , 2020   | Saturday, April 11 <sup>th</sup> , 2020   |
| <b>Memorial Day 2020</b>           | Monday, May 25 <sup>th</sup> , 2020   | Saturday, May 23 <sup>rd</sup> , 2020   |
| <b>4<sup>th</sup> of July 2020</b> | Friday, July 3 <sup>rd</sup> , 2020<br>Saturday, July 4 <sup>th</sup> , 2020<br>Monday, July 6 <sup>th</sup> , 2020   | Thursday, July 2 <sup>nd</sup> , 2020<br><i>All 9 – 4:30</i>  |
| <b>Labor Day 2020</b>              | Monday, September 7 <sup>th</sup> , 2020<br>Tuesday, September 8 <sup>th</sup> , 2020<br>Wednesday, September 9 <sup>th</sup> , 2020  | Saturday, September 5 <sup>th</sup> , 2020  |
| <b>Thanksgiving 2020</b>           | Thursday, November 26 <sup>th</sup> , 2020<br>Friday, November 27 <sup>th</sup> , 2020<br>Saturday, November 28 <sup>th</sup> , 2020  |   |
| <b>Christmas 2020</b>              | Wednesday, December 23 <sup>rd</sup> , 2020<br>Thursday, December 24 <sup>th</sup> , 2020<br>Friday, December 25 <sup>th</sup> , 2020<br>Saturday, December 26 <sup>th</sup> , 2020<br><i>**NO BASIC TRAINING 12/22 – 12/25</i> | Monday, December 21 <sup>st</sup> , 2020<br>Tuesday, December 22 <sup>nd</sup> , 2020<br><i>All 9 – 4:30</i>  |
| <b>New Year's 2021</b>             | Thursday, December 31 <sup>st</sup> , 2020<br>Friday, January 1 <sup>st</sup> , 2021<br>Saturday, January 2 <sup>nd</sup> , 2021<br><i>**NO BASIC TRAINING 12/29 – 01/01</i>  | Monday, December 28 <sup>th</sup> , 2020<br>Tuesday, December 29 <sup>th</sup> , 2020<br><i>All 9 – 4:30</i><br>Wednesday, December 30 <sup>th</sup> , 2020 |
| <b>Easter 2021</b>                 | Monday, April 5 <sup>th</sup> , 2021  | Saturday, April 3 <sup>rd</sup> , 2021  |
| <b>Memorial Day</b>                | Monday, May 31 <sup>st</sup> , 2021   | Saturday, May 29 <sup>th</sup> , 2021   |
| <b>4<sup>th</sup> of July 2021</b> | Friday, July 2 <sup>nd</sup> , 2021<br>Saturday, July 3 <sup>rd</sup> , 2021<br>Monday July 5 <sup>th</sup> , 2021  | Thursday, July 1 <sup>st</sup> , 2021<br><i>All 9 – 4:30</i><br>Tuesday, July 6 <sup>th</sup> , 2021  |
| <b>Labor Day 2021</b>              | Monday, September 6 <sup>th</sup> , 2021<br>Tuesday, September 7 <sup>th</sup> , 2021<br>Wednesday, September 8 <sup>th</sup> , 2021  | Saturday, September 4 <sup>th</sup> , 2021  |
| <b>Thanksgiving 2021</b>           | Thursday, November 25 <sup>th</sup> , 2021<br>Friday, November 26 <sup>th</sup> , 2021<br>Saturday, November 27 <sup>th</sup> , 2021  |   |
| <b>Christmas 2021</b>              | Thursday, December 23 <sup>rd</sup> , 2021<br>Friday, December 24 <sup>th</sup> , 2021<br>Saturday, December 25 <sup>th</sup> , 2021  | Monday, December 20 <sup>th</sup> , 2021<br>Tuesday, December 21 <sup>st</sup> , 2021<br><i>All 9 – 4:30</i><br>Wednesday, December 22 <sup>nd</sup> , 2021 |
| <b>New Year's 2022</b>             | Thursday, December 30 <sup>th</sup> , 2021<br>Friday, December 31 <sup>st</sup> , 2021<br>Saturday, January 1 <sup>st</sup> , 2021  | Monday, December 27 <sup>th</sup> , 2021<br>Tuesday, December 28 <sup>th</sup> , 2021<br><i>All 9 – 4:30</i><br>Wednesday, December 29 <sup>th</sup> , 2021 |



**SCHOOL FIELD TRIP PLANS** for school license year \_\_\_\_\_, 20\_\_ through \_\_\_\_\_, 20\_\_.

**1. School Name:** \_\_\_\_\_

We are requesting approval for the following field trips. We know this list must be submitted each year with our school license renewal and will be added to our school application for the year indicated above.

| Name and location of field trip(s)       | Approx. Date   | Credit Hours   | Educational objectives and approximate number of students.   |
|--|----------------|--|--|
| 1. Charity Work<br>Sioux Falls Community | Dates are Open | 16 Hours Cos   | <ul style="list-style-type: none"> <li>Students will learn the importance of doing outreach services to build their reputation within the community where their salon is, so people see they are interested in serving others at no charge. Request from organizations vary, Good Shepard Center calls for people to do haircuts for the homeless and needy people who are trying to get back into the work force; girl scouts call to have people come do up-styles for an event they have; Sr. Citizen Organizations have called to have people come to do manicures; Elementary Schools call to have people come to do hairstyles for the career and health classes.</li> </ul> |
| 2. Salon Tours<br>Sioux Falls Area       | Dates are Open | 16 Hours Cos<br>8 Hours Esthetic<br>8 Hours Nail Techs | <ul style="list-style-type: none"> <li>Students will have the opportunity to observe the functioning of a variety of salons in order to help them make a career decision for their future in the salon.</li> <li>Students will have a worksheet with questions they will need to ask the manager/receptionist as well as questions they can answer from observing or touring the salon.</li> </ul>   |

If more space is required, please use the reverse side.

I realize that if these field trips need to be changed or dropped, I must write to the Commission for prior approval. All those involved shall follow all the requirements as required by the Commission. (see reverse side).

**School representative's signature:** \_\_\_\_\_  
**Date:** 2/11/2020

.....  
 Date received by Commission: \_\_\_\_\_

To be attached to the school license application or renewal fee.

### **Charity Work**

Sioux Falls Community

Dates are Open

16 hours

Student Number Varies on Need

Educational Objectives:

- Students will learn the importance of doing outreach services to build their reputation within the community where their salon is, so people see they are interested in serving others at no charge. Request from organizations vary, Good Shepard Center calls for people to do haircuts for the homeless and needy people who are trying to get back into the work force; girl scouts call to have people come do up-styles for an event they have; Sr. Citizen Organizations have called to have people come to do manicures; Elementary Schools call to have people come to do hairstyles for the career and health classes.

### **Salon Tours**

Sioux Falls Area

Dates are Open

16 hours

Educational Objectives:

- Students will have the opportunity to observe the functioning of a variety of salons in order to help them make a career decision for their future in the salon.
- Students will have a worksheet with questions they will need to ask the manager/receptionist as well as questions they can answer from observing or touring the salon.

Stewart School License Renewal Attachments  
Angela Taylor; 605-336-2775 ext. 3  
February 12<sup>th</sup>, 2020

*Attachment 15*

*Listing of substitute Instructors and guest demonstrators:*  
None

Guest Demonstrators:  
Product Trainers through:  
Joico  
Clinical Care  
Sebastian  
Aquage  
Nioxin  
OPI  
Deva Curl

and local salons:  
Hair by Stewarts  
Great Clips  
Smart Styles  
Hollywood Styles  
The Barbershop a Hair Salon for Men  
Sports Clips  
The Man Salon  
Ulta Beauty  
Bombshell Beauty

Stewart School License Renewal Attachments  
Angela Taylor; 605-336-2775 ext. 3  
February 12<sup>th</sup>, 2020

*Attachment 16*

*List any changes made since the last renewal application:*

**Changes:**

- Caitlin Hoogland, Arielle Miller and Stacy O'Neal no longer work for Stewart School.

South Dakota Cosmetology Commission  
500 E Capitol Ave  
Pierre SD 57501  
605/773-6193  
605/773-7175 fax

**FEE \$100 Non-refundable**  
Check or money order  
Make payable to:  
Cosmetology Commission

### CONTINUING EDUCATION COURSE PROVIDER'S APPLICATION

#### **Section A – General Provider Information**

1. Provider's Name: Ramona Reicherts
2. Provider's Address: 86690 130 th Glenville, MN 56036
3. Provider's Contact Name: Ramona Reicherts
4. Phone Number: 641-590-1505 Fax Number: \_\_\_\_\_ Email: microdremmona@gmail.com
5. Check one:  Individual Provider  Company Provider

#### **Section B – Course Information (A detailed outline or agenda of the course must be attached to application)**

Check ONLY ONE category  Microdermabrasion  Electric Nail File

1. Name of Course: 16 Hour Microdermabrasion certification and sanitation  
(All continuing education in South Dakota must emphasize safety and sanitation)
2. Number of Continuing Education Credit Hours. 16 (Do not include time for breaks and meals)
2. Initial Date and Time of Course Offering: to be determined
4. Location of Course: On Site or Mona's Style Salon & Spa LLC 108 E Main Albert Lea, MN 56007  
(Business Name, Street Address, City, State, Zip)

IF you are planning to give this course more than the initial date listed above, ATTACH a list of dates, times, and locations (always include business name, street address, city, state, zip to identify the location). The Commission must have at least twenty-four (24) hours written notice of any changes in the date, location or instructor of your course. Resumes are required for a new course instructor. This information must be faxed to the number above (All correspondence MUST include the Commission assigned Course Certification number, course name and number of credit hours).

4. Instructor Name: Ramona Reicherts
5. Qualifications and licensure. Attach instructor's resume. List state(s) of licensure and current license number. (An instructor does not have to be licensed in SD, but must be licensed from another state)

Licensed in Iowa Instructor# 59444 exp. 03/31/2019 Licensed Instructor MN 1700721 03/31/2019s

- List any relevant information you feel is necessary to assist the Commission in determining approval of this course.

I have been teaching and certifying for South Dakota for some time now I enjoy teaching, I am glad to have the opportunity to educate.

### Section C – Method of Course Attendance Verification

- Briefly explain the method of monitoring for course attendance.  
Sign in sheet upon arrival (date, time, Location & name), Forms of id; driver's license or identification card or social security card and Esthetician or Cosmetology License number. Copies are taken of both. sign out at breaks and back in and at end of day for each day.

- Attach a sample of the sign-in sheet. After the course, a copy of the sign-in sheet must be submitted to the Commission.
- Attach a sample copy of the certificate of attendance the provider issues to the licensee as proof of attendance of the course. The certificate must show name of course, name of attendee, dates of attendance, and number of hours earned.

### Section D – Signature

- Name of person completing this application (Please print)

Ramona Reicherts

2. Signature: Ramona Reicherts

Date: 07-01-2016

NOTE: Please submit your application within sixty days prior to the course date to receive prior approval and a course number. A \$100 non-refundable fee must accompany the application. **This fee is good for one year only no matter how many courses are taught and is not pro-rated.** When SD licensees attend an approved provider course, the licensee does not have to pay the \$35 verification fee to the Commission. REMEMBER to attach: (1) Course agenda or outline; (2) Instructor resume; (3) Sample of sign-in sheet; (4) sample of certificate of attendance.

*As of 1/1/2005 the Commission only requires a one-time only continuing education course for electric nail files and microdermabrasion.*

After the Commission has granted its written approval of the application, the provider is entitled to state upon its publications: "This program is approved for \_\_\_ (number) South Dakota Continuing Education Hours."

### Section E – Commission Office Use Only

Approved \_\_\_\_\_ Hours

Course Approval Number: \_\_\_\_\_

**Microdermabrasion Class Outline**

1. Introduction to Microdermabrasion
  - What is microdermabrasion
  - Microdermabrasion Promotes
  - Differences
  - History
  - Quiz
2. Treatment of Aging Skin
  - Aging Process
  - Conditions of aging
  - Reversing the signs of aging skin
  - Techniques 1-4
  - Quiz
3. Cancer & Pre-Cancerous
  - Basal Cell Carcinoma
  - Squamous Cell Carcinoma
  - Pre-Cancerous Growths
  - Dysplastic Nevus
  - Actinic Keratosis
  - Warning Signs of Melanoma
  - Detecting Melanoma
  - Minimizing Your Risks
  - How does the sun actually damage skin
  - Preventing myself from getting skin cancer
  - Quiz
4. Documentation/ Forms & Client Benefits
  - Should be included in chart
  - Client Benefits
  - Contraindications
  - Adverse effects & Safety Precautions
  - Quiz
5. General Working Information
  - Long term use of moisturizers
  - Resurfacing to Maintain
  - Glycolic Aids
  - Photo Damaged & Aging Skin
  - Vitamin A & C
  - Quiz
6. Preparation & Microderm Procedure
7. Understanding Your Machine & Troubleshooting
8. Safety & Sanitation
9. Marketing & Promotional Ideas
10. Miscellaneous





# Ramona Reicherts

## Licensed Educator

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### Ramona Reicherts

86690 130th St  
Glennville, MN 56036

641.590.1505  
microdermmona@gmail.com

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### Skills/ Licenses

- Aesthetics Medical Dallas Tx  
Microdermabrasion Certified & MicroCurrent Certified
  - Aqauge Academy Graduate 2008 (2 day course- business Eric Fisher & photography training with Luis Alvarez)
  - American Crew Cutting Class
  - Cosmetologist Manager MN, #17025013 exp. 03/31/2020
  - Instructor MN, #17000721 exp. 03/31/2019
  - Cosmetologist IA, #59444 exp. 03/31/2019
  - Instructor IA, #594444 exp. 03/31/2019
  - Educator for South Dakota Cosmetology Board  
Microdermabrasion 16 hr course #MCE-004-2017
- 

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### Experience

#### Mona's Style Salon & Spa LLC / Co-Owner/ Stylist/ Manager

January 2001 - PRESENT, 807 E Main St Albert Lea, Mn 56007

Responsibilities include manager positions, office duties, salon educator. Working behind the chair, assisting clients with hair and skin care needs.

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### Education

#### CTC- Rochester / Cosmetologist

May 1987 - March 1988, Rochester, MN

#### Carolyn Krouskie / Minnesota Instructor License Program

2005, Minneapolis, MN

#### TSP-Ames / Iowa Instructor License Program

2007, Ames, IA

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### Continuing Education

- Cosmetology Education Group MN (online)
- NCEA member
- MNSSPA
- Iowa Spa Association
- Iowa Cosmetology Group
- All Star Education Group (online)

# Microdermabrasion Technician Certificate of Merit

*This is to certify that*

**“Certificate Holder Name”**

---

*has successfully completed the sixteen hour course of study and instruction in the principles and usage of microdermabrasion and has demonstrated proficiency in the microdermabrasion techniques with excellent precision, thereby better qualifying said person to fulfill the requirements of a properly qualified microdermabrasion technician.*

*Therefore Ramona Reicherts*

*Presents this Certificate of Meritorious Recognition.*

Dated this 3rd & 4th day of October 2017.

\_\_\_\_\_  
Ramona Reicherts, Instructor- MCE-0004-2017

SOUTH DAKOTA DEPARTMENT OF LABOR AND REGULATION  
**SOUTH DAKOTA COSMETOLOGY COMMISSION**

500 E Capitol Ave, Pierre, SD 57501  
Tel: 605.773.6193 Fax: 605.773.7175 cosmetology.sd.gov

**EDUCATION CERTIFICATION COURSE PROVIDER APPLICATION**

**APPLICATION FEE: \$100 (Non-refundable)**

Check or money order payable to: Cosmetology Commission

**GENERAL PROVIDER INFORMATION**

Provider's Name: Revive Day Spa

Provider's Address: 301 S main ST.

STREET  
Abundeen ~~300~~ ~~301~~ ~~302~~ SD 57401  
CITY STATE ZIP

Contact Name: Fallon Helm & Tora Mortland Tel: 605 1 228 - 4437

Fax ( ) - Email: falloneichter@yahoo.com

Check one:  Individual Provider  Company Provider

**COURSE INFORMATION**

ATTACH a detailed outline or agenda of the course must be attached to application

Subject (Check ONLY ONE):  Microdermabrasion  Electric Nail File  Eyelash Extensions

Name of Course: Electric Nail File CE Clock Hours: 8  
*All continuing education in South Dakota must emphasize safety and sanitation Do not include breaks and meals*

Location of Course: 301 S MAIN ST. Revive Day Spa  
BUSINESS NAME STREET  
Abundeen SD 57401  
CITY STATE ZIP

Initial Course Offering Date: 1-1-2020 Time: 8am

**ADDITIONAL OFFERINGS**

If this course will be offered more than the initial date listed above, attach a list of dates, times, and locations. To identify the location, include business name, address, city, state, and zip code.

The Commission must have at least twenty-four (24) hours written notice of any changes in the date, location or instructor of your course. Resumes are required for a new course instructor. This information must be faxed to the number above. **All correspondence MUST include the Commission assigned Course Certification number, course name and number of credit hours.**

Instructor Name: TARA MORTLAND - Licensed in South Dakota

**QUALIFICATIONS AND LICENSURE**

- ATTACH instructor's resume
- List state(s) of licensure and current license number – An instructor does not have to be licensed in South Dakota, but must be licensed from another state.

JAN 31 2020

CL10082 - \$100.00

List any relevant information you feel is necessary to assist the Commission in determining approval of this course.

This is the second year of successfully offering and educating the salon & spa industry in efforts to support the state of South Dakota in Rules & Regulations.

**ATTENDANCE VERIFICATION**

Briefly explain the method of monitoring for course attendance. A sign in/out sheet is provided for all attending course.

ATTACH a sample of the sign-in sheet. After the course, submit a copy to the Commission.

ATTACH a sample copy of the certificate of attendance the provider issues to the licensee as proof of attendance of the course. The certificate must show name of course, name of attendee, dates of attendance, and number of hours earned.

**AGREEMENT**

I certify all information on this application is correct to the best of my knowledge.

Person completing this application (Please print): Fallon Helm

Signature: \_\_\_\_\_ Date: 1/25/2020

**SUBMISSION**

Submit your application within sixty (60) days prior to the course date to receive prior approval and a course number. A \$100 non-refundable fee must accompany the application. This fee is good for one year only no matter how many courses are taught and is not pro-rated.

**Attachments:**

- 1. Course agenda or outline
- 2. Additional offerings
- 3. Instructor resume
- 4. Sample of sign-in sheet
- 5. Sample of certificate of attendance

**NOTES**

- When South Dakota licensees attend an approved provider course, the licensee does not have to pay the \$35 verification fee to the Commission.
- As of January 1, 2005, the Commission only requires a one-time continuing education course for electric nail files and microdermabrasion.
- As of July 3, 2017, the Commission requires a one-time continuing education course for eyelash extensions."
- After the Commission has granted its written approval of the application, the provider is entitled to state upon its publications: "This program is approved for \_\_\_ (number) South Dakota Education Certification Hours."

**COMMISSION USE ONLY**

**Approved** Hours: \_\_\_\_\_ Course Approval Number: \_\_\_\_\_

**Denied** Reason: \_\_\_\_\_

Reviewed by: \_\_\_\_\_ Date: \_\_\_/\_\_\_/\_\_\_



## **Electric Nail File 8 hours Continuing Education Course Agenda**

8am-6pm

8am-10pm Safety & Sanitation

10am-12pm Parts of the Machine

12pm-12:30pm lunch

12:30pm – 1:30 How the Nail File Works

1:30pm -2:30pm Demonstration on How to use  
the Nail File

2:30pm-4:30pm Practice

4:30-6 Questions & TEST (TSD)



**Continuing Education:  
Electric Nail File  
8 hours  
2020**

This course provides an extensive overview of the use of electric files in salons. This course discusses the various types of electric files and also covers the use, sanitation, disinfection, features, benefits, and bit selection for electric files. Also covered during this course, are the proper usage techniques and the proper problem solving techniques to apply when using an electric file.

**Training Objectives:**

- Know the history of the electric file and the industries it has served
- Understand the sanitation, disinfection, and sterilization requirements related to the use of electric files
- Note the universal sanitation practice regarding electric files
- Be familiar with the use of whirlpools
- Identify the different kinds of electric files and their uses
- Understand the process of electric file selection and electric file bit selection
- Understand the different techniques for using the electric file safely
- Proper sanitization setup, pedicure procedure, clean up hands on demonstration (performing & receiving proper procedures)

**Topics Covered**

- Course Introduction
- Lesson 1: Introduction to the Electric File
- Lesson 2: Electric File and Electric File Bit Selection
- Lesson 3: Techniques, Problem Solving and Machine Care and Maintenance
- Lesson 4: Complete Electric File Training Video

# **Tara Mortland**

taralyke@gmail.com

1020 S Jay St • Aberdeen, SD 57401 • (605) 228-9211

---

## **OBJECTIVE**

Seeking Continuing Education Instruction license; with SD Board of Cosmetology Board approval.

## **QUALIFICATIONS**

- Motivated to educate
- easiHair Pro Extension Educator class setting
- Platform artist presenting and education of easiHair Pro Extension
- Trained numerous apprentice, Revive Day Spa
- Policy and Procedure handbook contribution
- Work well with others
- Leader by trade
- Motivated hardworking & committed
- Extra attention to detail
- Team oriented
- Optimistic outlook and encourager
- Excellent multitasking skills

## **EDUCATION**

### **Aberdeen Central High School**

High School Diploma

Lake Area Technical Institute, Watertown, SD

Degree in Cosmetology

GPA: 3.8

## **INTERN EXPERIENCE**

### **The Cutting Edge Salon Aberdeen, SD**

Interned under Terry Mach Senior year high school 2006

## **WORK EXPERIENCE**

### **JC Penny Watertown, SD**

Cosmetologist November 2007-August 2010

## **WORK EXPERIENCE**

### **easiHair Pro Educator**

Educator March 2013- current

## **WORK EXPERIENCE**

### **Revive Day Spa Aberdeen, SD**

Cosmetologist August 2010-Current

## **EDUCATION AWARDS CERTIFICATIONS**

- **PCA Cheemical Peel Certification (October 2012)**
- **Inspiring Champions Graduate (2010, 2011, 2012, 2013, 2014)**
- **easiHair Pro Educator Training & Certification (April 2013)**
- **Extreme Eyelash Extension Education, Dallas (June 2013)**
- **CND Brisa Light Certified (December 2013)**
- **Train The Trainer (May 2014)**
- **Featured "Stylist of the Month" in Hairextenstionmagazine.com (February 2016)**

### **Advance Education:**

- Inspiring Champions Business Education Business Consulting (August 2010-2014)
- Bare Minerals Education, Minneapolis MN (2010)
- Advance Matrix Craft Color/Cut Be Inspired, Fargo (August 2012)
- PCA Chemical training and Certification, Minneapolis (October 2012)
- Bare Mineral Makeup, Revive Day Spa (January 2013)
- Extreme Eyelash Extension Training, Dallas TX (June 2013)
- Image all you can be Matrix Color Class, Revive Day Spa (July 2013)
- Salon Centric Spring Show, Omaha NE (Spring of 2013-2015)
- Matrix Color Insider Advance Training (July 2013)
- CND Nail Certification, Brookings (December 2013)
- Surface Hair Blow Out Boot camp, Revive Day Spa (February 2014)
- Recruit Days, LATI (March 2014)
- Matrix Advance Color Class, Revive Day Spa (March 2014)
- Spring Show, Omaha (March 2014)
- Bio Ionic Tool Training, Revive Day Spa (June 2014)
- Easihair Extension Hands On, Revive Day Spa (August 2014)
- Bare Mineral, Revive Day Spa (December 2014)
- Redken Symposium, Las Vegas NV (January 2015)
- Recruit & easihair Design and Presentation of Application on Shawn Venjohn Head LATI Instructor (February 2015)
- Sanford Woman's Event Expo easiHair, Dacotah Event Center (March 2015)
- Pureology Product Knowledge, Revive Day Spa (March 2015)
- Matrix Cutting/Coloring & Jen Planck, LATI (March 2015)
- Nufree Waxing, Revive Day Spa (June 2015)
- Footlogix Pedicure, Revive Day Spa (June 2015)
- Surface Men's & Woman's Cutting, Revive Day Spa (August 2015)
- Make Artist Celebrity Application, Revive Day Spa (January 2016)
- Over The Top with Michael Cole, Revive Day Spa (February 2016)

### **Honors/Awards**

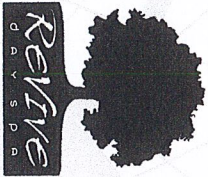
- Customer Service Retail Abby Award (2012)
- Employee of the month, Revive Day Spa (2015)
- Featured Stylist of the Month in Hairextentionmagazine.com (2016)

### **REFERENCES**

Provided upon request







*Electric Nail File Certified*

8 Hours of Electric Nail File Continuing Education

Is Awarded To

---

*On this Day of 2020*

---

Fallon Helm  
Program Facilitator

---

Tara Mortland  
SDBC Senior Instructor

Revive Day Spa  
301 S Main Street  
Aberdeen SD 57401  
605-725-4242

*Revive Day Spa Electric Nail File Certification Class*

S-57501

SOUTH DAKOTA DEPARTMENT OF LABOR AND REGULATION  
**SOUTH DAKOTA COSMETOLOGY COMMISSION**

500 E Capitol Ave, Pierre, SD 57501  
Tel: 605.773.6193 Fax: 605.773.7175 cosmetology.sd.gov

**EDUCATION CERTIFICATION COURSE PROVIDER APPLICATION**

**APPLICATION FEE: \$100 (Non-refundable)**  
Check or money order payable to: Cosmetology Commission

**GENERAL PROVIDER INFORMATION**

Provider's Name: National Salon Resources

Provider's Address: 3109 Louisiana Ave N  
New Hope MN 55427  
STREET CITY STATE ZIP

Contact Name: Phylicia Langferd Tel: (763) 541-1000 x252

Fax ( ) \_\_\_\_\_ Email: plangferd@nationalsalon.com

Check one:  Individual Provider  Company Provider

**COURSE INFORMATION**

**ATTACH** a detailed outline or agenda of the course must be attached to application

Subject (Check **ONLY ONE**):  Microdermabrasion  Electric Nail File  Eyelash Extensions

Name of Course: Babe Lash Extension Clock Hours: 16 hours  
*All continuing education in South Dakota must emphasize safety and sanitation* *Do not include breaks and meals*

Location of Course: National Salon Resources 3818 S Western Ave  
Sioux Falls SD 57105  
BUSINESS NAME STREET CITY STATE ZIP

Initial Course Offering Date: 7/12-7/13 Time: 8:00-5:00 (both days)

**ADDITIONAL OFFERINGS**

If this course will be offered more than the initial date listed above, attach a list of dates, times, and locations. To identify the location, include business name, address, city, state, and zip code.

The Commission must have at least twenty-four (24) hours written notice of any changes in the date, location or instructor of your course. Resumes are required for a new course instructor. This information must be faxed to the number above. **All correspondence MUST include the Commission assigned Course Certification number, course name and number of credit hours.**

Instructor Name: Crystal Anderson

**QUALIFICATIONS AND LICENSURE**

**ATTACH** instructor's resume  
 List state(s) of licensure and current license number – An instructor does not have to be licensed in South Dakota, but must be licensed from another state.

List any relevant information you feel is necessary to assist the Commission in determining approval of this course.

**ATTENDANCE VERIFICATION**

Briefly explain the method of monitoring for course attendance. Attendees will be required to sign-in on Sunday & Monday. They will also be required to fill out a class evaluation form after completing the class.  
 **ATTACH** a sample of the sign-in sheet. After the course, submit a copy to the Commission.

**ATTACH** a sample copy of the certificate of attendance the provider issues to the licensee as proof of attendance of the course. The certificate must show name of course, name of attendee, dates of attendance, and number of hours earned.

**AGREEMENT**

I certify all information on this application is correct to the best of my knowledge.

Person completing this application (Please print): Phyllicia Langford

Signature: [Signature] Date: 02/19/2020

**SUBMISSION**

Submit your application within sixty (60) days prior to the course date to receive prior approval and a course number. A \$100 non-refundable fee must accompany the application. **This fee is good for one-year only no matter how many courses are taught and is not pro-rated.**

Attachments:

1. Course agenda or outline
2. Additional offerings
3. Instructor resume
4. Sample of sign-in sheet
5. Sample of certificate of attendance

**NOTES**

- When South Dakota licensees attend an approved provider course, the licensee does not have to pay the \$35 verification fee to the Commission.
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- As of July 3, 2017, the Commission requires a one-time continuing education course for eyelash extensions."
- After the Commission has granted its written approval of the application, the provider is entitled to state upon its publications: "This program is approved for \_\_\_ (number) South Dakota Education Certification Hours."

|  |  |
|--|--|
| <b>COMMISSION USE ONLY</b>               |  |
| <input type="checkbox"/> <b>Approved</b> | Hours: _____ Course Approval Number: _____ |
| <input type="checkbox"/> <b>Denied</b>   | Reason: _____                              |
| Reviewed by: _____                       | Date: ___/___/___                          |

## BABE 2 DAY LASH EXTENSION COURSE:

Description: Technicians will learn all they need to know in this class for classic eyelash extensions. Participants will learn about the theory and growth cycle associated with natural eyelashes as well as proper placement and technique. Participants will learn several different styles for placing classic eyelashes and the safety and hygiene associated with application. The participants will demonstrate on artificial lashes, as well as have model(s) for the entire class to take turns applying.

Day 1 material and confirmation of understanding technicians will begin learning theory, growth cycle, safety, hygiene, and technique for Volume lashes.

Day 2 will focus on volume lashes. This 2-day course is a very technical and hands-on training program.

# Babe™



## **Crystal Anderson**

Babe Educator

Crystal Anderson has been in the beauty industry since 2003. She has dedicated her career to continue to grow as a salon stylist and to be an inspiration to other stylists through education. As an Education Specialist for Babe, she has a great passion and energy to share her skills with other stylists all around the country.



PLEASE PRINT

# NATIONAL SALON RESOURCES

| Manufacturer:    |                          | Class:         |          | SIGN-IN SHEET |            |
|------------------|--------------------------|----------------|----------|---------------|------------|
| Distributor: MSR | Item#                    | Event City/ST: | Date:    |               |            |
| ↑                | First Name               | Last Name      | License# | Email         |            |
|                  | Address, City, State Zip |                | Phone#   |               | Salon Name |
| ↑                | First Name               | Last Name      | License# | Email         |            |
|                  | Address, City, State Zip |                | Phone#   |               | Salon Name |
| ↑                | First Name               | Last Name      | License# | Email         |            |
|                  | Address, City, State Zip |                | Phone#   |               | Salon Name |
| ↑                | First Name               | Last Name      | License# | Email         |            |
|                  | Address, City, State Zip |                | Phone#   |               | Salon Name |
| ↑                | First Name               | Last Name      | License# | Email         |            |
|                  | Address, City, State Zip |                | Phone#   |               | Salon Name |
| ↑                | First Name               | Last Name      | License# | Email         |            |
|                  | Address, City, State Zip |                | Phone#   |               | Salon Name |
| ↑                | First Name               | Last Name      | License# | Email         |            |
|                  | Address, City, State Zip |                | Phone#   |               | Salon Name |

*Handwritten signature: CHARLES*

*Babe*<sup>TM</sup>

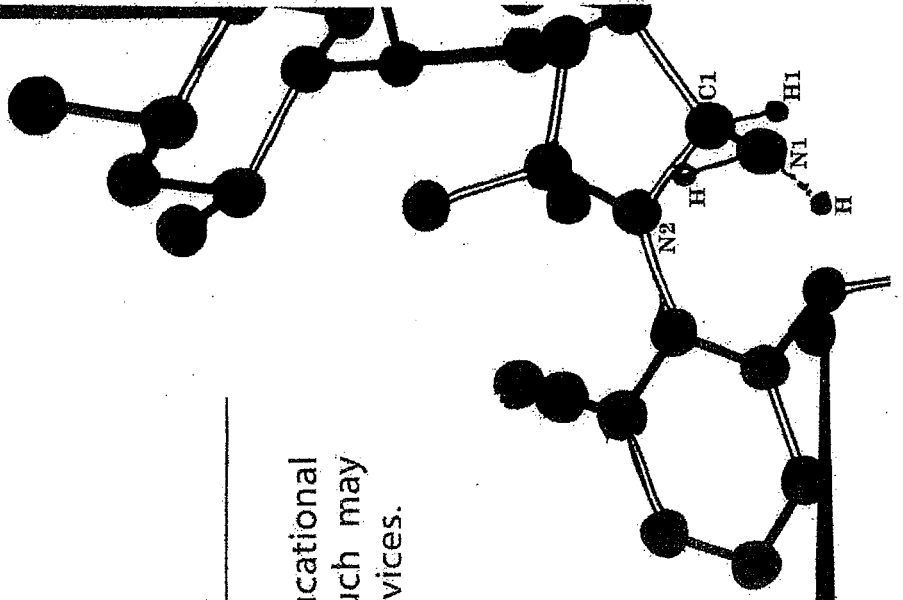
ACCREDITED TRAINING  
LASHEXTENSIONS

*EXAMPLE*

Has successfully completed all educational  
and technical requirements and as such may  
provide Babe<sup>TM</sup> LASHEXTENSIONS services.

Educator

Date Issued



Babe<sup>TM</sup> LASHEXTENSIONS products are sold to professionals only. All services are performed at their own risk.  
Babe<sup>TM</sup> and its distributors will not be held liable for any reason.



## STUDENT LICENSE APPLICANT WITH FELONY CONVICTION

We have received an application for a Student license from an applicant who has a current felony conviction.

- Convicted of Grand Theft – More than \$5,000 and less than \$100,000.
- Sentenced to 3 years probation.
- Remains under court supervision until September 2021

To whom it may concern:

I'm writing this letter to explain the felony charge on my record. I'm embarrassed by this, but take full responsibility for it. I feel behind on bills, credit cards, etc. I was in a position in my job at the time to take some money, with the thought I could return it before it was missed. This only added to my financial problems.

I have never been in trouble for anything before this, and never will be again. I have learned my lesson and am excited to move forward away from this. I am looking forward to starting a new career and a fresh start.

Thank you for your consideration,

## Request for License Reinstatement-

### **Ngoc Lan Thi Nguyen NT-06721**

|                   |  |
|-------------------|--|
| April 4, 2013     | Received Complaint   |
| August 28, 2013   | Received signed Consent Agreement                                      |
| February 3, 2014  | Received New Complaint   |
| April 22, 2014    | Hearing  |
| June 26, 2014     | Order  |
| October 4, 2015   | Order Denying Reinstatement  |
| December 19, 2019 | Letter Concerning Reinstatement, failure to pay fees.                  |
| January 24, 2020  | Received Request for Reinstatement and Payment in Full of<br>\$1583.51 |

SOUTH DAKOTA COSMETOLOGY COMMISSION  
500 EAST CAPITOL AVENUE  
PIERRE, SD 57501-7175

**In the Matter of:**

**2013-Case C**

1 NAILS,  
LICENSE # NS-03130-2014

**CONSENT AGREEMENT**

and

NGOC LAN THI NGUYEN,  
LICENSE # NT-06721-2013

In consideration of the above matter and in lieu of issuance of a notice of hearing and formal hearing, the undersigned parties do hereby consent and agree to the following:

1. Ngoc Lan Thi Nguyen, whose address is 2701 W. 41<sup>st</sup> St., Suite F, Sioux Falls, SD 57105, is licensed as a nail technician with the South Dakota Cosmetology Commission (Commission). Her license number is NT-06721-2013.
2. 1 Nails, whose address is 2701 W. 41<sup>st</sup> St., Suite F, Sioux Falls, SD 57105, is a licensed salon with the Commission. Its license number is NS-03130-2014 and its owner of record is Ngoc Lan Thi Nguyen.
3. On or about March 26, 2013, 1 Nails and Ms. Ngoc Lan Thi Nguyen allowed an unlicensed individual to perform nail technician services on its premises. An individual is required by law to be duly licensed in South Dakota to legally perform the nail technician services that the individual was performing.
4. When the Commission's inspector went to her car to write up her report about the incident, Ms. Nguyen met the inspector at her car and requested that the incident

not be reported to the Commission and handed her a \$100 and some gift cards.

The inspector declined to accept the money and stated that the incident would be reported to the Commission.

5. The above described conduct constitutes grounds for disciplinary action in South Dakota against Ngoc Lan Thi Nguyen and 1 Nails.
6. Ngoc Lan Thi Nguyen and 1 Nails are aware of and understand the nature of these matters and have been informed of their right to counsel, notice, hearing, and appeal, and that by agreeing to and signing this Consent Agreement, they waive all procedures and proceedings before the Commission to which they may be entitled under state or federal law.
7. Ngoc Lan Thi Nguyen and 1 Nails admit that the violations described in this Consent Agreement are true and accurate, and both Ngoc Lan Thi Nguyen and 1 Nails admit to having violated South Dakota Law and Administrative Rules of South Dakota.
8. In return for Ngoc Lan Thi Nguyen and 1 Nails' agreement to the provisions of this Consent Agreement, the Commission agrees not to proceed to hearing and agrees that this Consent Agreement will constitute the final agency disposition of this matter.
9. Ngoc Lan Thi Nguyen and 1 Nails agree, in lieu of contesting this matter formally, to voluntarily accept the following terms and conditions for entry of this Consent Agreement:

- a. Ngoc Lan Thi Nguyen's personal license, #NT-06721-2013, will be suspended for a period of 40 days with 26 days being held in abeyance. Ms. Nguyen's license will be actively suspended for 14 days from September 8, 2013, through September 21, 2013;
- b. 1 Nails' license, #NS-03130-2014, will be suspended for the same period of time and with similar conditions as the suspension of Ngoc Lan Thi Nguyen's personal license, the suspension running concurrent with Ngoc Lan Thi Nguyen's suspension;
- c. The remaining 26 days of suspension for both licenses will be held in abeyance for a period of 1 year, beginning on the effective date of this agreement, so long as the following conditions are met:
  - 1) Ngoc Lan Thi Nguyen and 1 Nails will comply with all laws and regulations relating to their profession under SDCL chapter 36-15 and ARSD article 20:42 for a period of 1 year beginning on the effective date of this Agreement;
  - 2) Ngoc Lan Thi Nguyen will successfully pay for and successfully complete the Commission's State Laws course by successfully passing the post-course exam within 2 months of the execution of this Agreement. The cost of the course and exam is \$50.00; and
  - 3) 1 Nails will be subject to additional inspections for a period of one year from the date of execution of this Agreement. Ngoc Lan Thi Nguyen will make a onetime payment to the Commission for the

additional expenses of the inspections in the amount of \$350.00  
within 2 months of the execution of this Agreement;


10. If Ngoc Lan Thi Nguyen or 1 Nails fail to comply with the terms or conditions of this Consent Agreement, the Commission may initiate formal disciplinary action against the breaching party;
11. Ngoc Lan Thi Nguyen and 1 Nails understands that the terms of this Consent Agreement will be public, which includes publishing a summary of the action taken in the Commission's newsletter;
12. Ngoc Lan Thi Nguyen and 1 Nails understand that nothing in this Consent Agreement will be deemed to restrict the Commission from raising facts in reference to either party outside of those set forth in this Consent Order, if there are other material facts related to the matters under investigation that have not been set forth or disclosed herein;
13. Ngoc Lan Thi Nguyen and 1 Nails consent, agree, and acknowledge that this Consent Agreement must be submitted to the Commission for acceptance or rejection. In the event the Commission rejects the recommendations for resolution by Consent Agreement, Ngoc Lan Thi Nguyen and 1 Nails waive any right to claim prejudice or to request recusal of any commission member by reason of any factual basis submitted to the Commission in an effort to resolve this matter by Consent Agreement rather than by formal proceeding;
14. Ngoc Lan Thi Nguyen and 1 Nails understand that this Consent Agreement may be considered in any future licensing procedures with the Commission and for the

purposes of determining the appropriate sanctions in any future actions by the Commission for any violations of laws or regulations of the State of South Dakota or for failing to abide by any order of the Commission;

15. Ngoc Lan Thi Nguyen and I Nails have read, understood, and agreed to this Consent Agreement and are freely and voluntarily signing it. This Consent Agreement contains the entire agreement between the parties relating to the matters referenced in the Consent Agreement. Ngoc Lan Thi Nguyen and I Nails are not relying on any other representations of any kind, verbal or otherwise;
16. Ngoc Lan Thi Nguyen and I Nails are aware that they may choose to be represented by legal counsel in this matter; and
17. If this Consent Agreement is approved by the Commission, a copy of the executed Consent Agreement will be served by first class mail on Ngoc Lan Thi Nguyen, at the address of 2701 W. 41<sup>st</sup> St., Suite F, Sioux Falls, SD 57105, and I Nails, at the address of 2701 W. 41<sup>st</sup> St., Suite F, Sioux Falls, SD 57105.

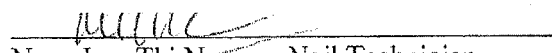
Dated this 20 day of August, 2013.

South Dakota Cosmetology Commission

  
President


I have read and understand the terms of this Consent Agreement and I understand that I am waiving my due process rights and my right to a hearing. I am voluntarily entering into this agreement.

Dated this 1 day of August, 2013.

  
Ngoc Lan Thi Nguyen, Nail Technician  
License No. NT-06721-2013

I, Ngoc Lan T. Nguyen, a representative of 1 Nails, have read and understand the terms of this Consent Agreement and I understand that I am waiving my due process rights and my right to a hearing. I am voluntarily entering into this agreement.

Dated this 1 day of August, 2013.

  
1 Nails Representative  
Salon License No. NS-03130-2014



STATE OF SOUTH DAKOTA  
DEPARTMENT OF LABOR AND REGULATION  
STATE COSMETOLOGY COMMISSION

IN THE MATTER OF: )

1 NAILS, )  
LICENSE # NS-03130 )

and )

NGOC LAN THI NGUYEN, )  
LICENSE # NT-06721 )

Respondents )

COS 14-01

ORDER

An administrative hearing was held on April 22, 2014, before the Office of Hearing Examiners and the South Dakota State Cosmetology Commission in Pierre, South Dakota. Hearing Examiner Ryan Darling was present and presided over the hearing. The following Cosmetology Commission members were present: Ms. Lois Porch, Ms. Nora Slykhuis, Ms. Lori Little, Ms. Lori Berreth and Ms. Tammy Ugofsky. Ms. Ngoc Lan Thi Nguyen, Respondent, did personally appear and testify on behalf of both Respondents. The Cosmetology Commission was represented by attorney Mr. Aaron N. Arnold. The witnesses that was present and presented testimony on behalf of the Commission: Ms. Kate Boyd, Executive Director of the Commission, and Ms. Noreen Johnson, an inspector for the Commission.

Upon receiving the evidence and hearing the testimony presented, Hearing Examiner Darling issued a Proposed Decision, which included Findings of Fact, Reasoning, Conclusions of Law and a Proposed Order, on June 25, 2014. On August 5, 2014, the Cosmetology Commission met to take action in this case. After review of Hearing Examiner Darling's Proposed Decision and a unanimous vote by the Cosmetology Commission, it is hereby

ORDERED that Findings of Fact, Reasoning and Conclusions of Law issued by Hearing Examiner Darling on June 25, 2014, attached hereto and fully incorporated herein, are adopted in all respects;

ORDERED that Proposed Order issued by Hearing Examiner Darling on June 25, 2015, is attached hereto, is fully incorporated herein, and is fully adopted in all respects except as modified by this Order;

ORDERED that 1 Nails' license, License No. NS-03130, is hereby permanently revoked, beginning on the effective date of this Order;

ORDERED that, pursuant to SDCL 1-26-29.1, 1 Nails shall reimburse the Commission for its costs for the administrative hearing in the amount of \$1,283.51 joint and several with Ngoc Lan Thi Nguyen by July 31, 2015. The costs are as follows:

- a. Court reporting services for the hearing, including transcript costs: \$242.75;  
and
- b. Commission travel expenses and honorarium pay: \$1,040.76;

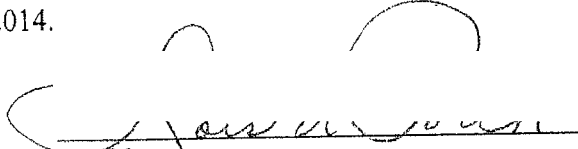
ORDERED that Ngoc Lan Thi Nguyen's license, License No. NT-06721, is hereby permanently revoked, beginning on the effective date of this Order; and

ORDERED that, pursuant to SDCL 1-26-29.1, Ngoc Lan Thi Nguyen shall reimburse the Commission for its costs for the administrative hearing in the amount of \$1,283.51 joint and several with 1 Nails by July 31, 2015. The costs are as follows:

- a. Court reporting services for the hearing, including transcript costs: \$242.75;  
and
- b. Commission travel expenses and honorarium pay: \$1,040.76.

**NOTICE:** This is the final decision of the South Dakota Department of Labor and Regulation, State Cosmetology Commission. Parties are hereby advised of the right to appeal this final order to the circuit court within 30 days of receiving this decision pursuant to the authority of SDCL chapter 1-26. In addition, pursuant to SDCL chapter 1-26, a circuit court decision in this matter may be appealed to the South Dakota Supreme Court in the matter provided by law.

Dated this 23 day of August, 2014.

  
\_\_\_\_\_  
President  
State Cosmetology Commission

**STATE OF SOUTH DAKOTA  
OFFICE OF HEARING EXAMINERS**

**IN THE MATTER OF**

**NGOC LAN THI NGUYEN  
DBA #1 NAILS**

**PROPOSED DECISION  
COS 14-01**

An administrative hearing was held in this matter on April 22, 2014. Petitioner, Ngoc Lan Thi Nguyen [sometimes hereinafter Nguyen] appeared and testified at the hearing. The Cosmetology Commission, [sometimes hereinafter Commission] was represented by Aaron Arnold. The Commission members present were Kate Boyd, Lois Porch (President), Nora Slykhuis (Vice-president), Lori Little, Lori Berreth, and Tammy Ugofsky. Based on the evidence, the arguments of the parties, and the law, the Hearing Examiner enters the following Findings of Fact, Conclusions of Law, and Proposed Order.

**ISSUES**

Whether Nguyen violated state laws or administrative rules which resulted in the Commission taking disciplinary action against Nguyen and #1 Nails?

**FINDINGS OF FACT**

I.

The Salon called #1 Nails is located at 2701 West 41<sup>st</sup> Street, Suite F, Sioux Falls, South Dakota. The Salon is licensed by the Commission and the number is NS-03130.

II.

#1 Nails is owned and operated by Ngoc Lan Thi Nguyen. Nguyen is a licensed nail technician with the Commission. Her license number is NT-06721

III.

The Commission has inspectors that visit salons to see if they are complying with state rules and regulations. Areas of inspection include cleanliness and safety.

IV.

In March of 2013, there was a routine inspection of #1 Nails and it was discovered that one of the workers did not have the proper Cosmetology License.

V.

After the inspection, Nguyen attempted to give the inspector an envelope that contained \$100 and a gift certificate to Applebees Restaurant. The inspector gave the envelope back and told Nguyen that she cannot accept gifts.

VI.

Nguyen requested that the incident not be reported.

VII.

The inspector filed a report with the Commission. As a result of using an unlicensed worker, Nguyen had to pay a penalty and the salon was shut down for two weeks in September 2013.

VIII.

Nguyen also had to take a safety and sanitation course as a result of the violation. The course covered cleaning and disinfecting everything in a nail salon, including pedicure chairs.

IX.

The same inspector visited #1 Nails on January 29, 2014, to do a follow up inspection. The Salon was dirty. There were bottles of Barbicide covered with crud. The jet covers for the pedicure chairs were very dirty, even though they are supposed to be cleaned daily. The buffers were well used and should have been thrown away. A Cleaning utensil and tray were also dirty.

X.

As the inspector explained that the salon failed the inspection and what needed to be done, Nguyen tried to give the inspector a "Christmas gift". Nguyen attempted to put an envelope with five \$100 dollar bills into the inspector's bag. The inspector refused the envelope and gave it back.

XI.

Following the January 29, 2013 incident, the inspector filed a complaint with the Commission.

XII.

On January 26, 2014, Nguyen sent a letter to the Commission apologizing for trying to give money to an inspector. She alleged that it was a Vietnamese New Year gift.

XIII.

A hearing on the matter was held on April 22, 2014.

XIV.

Any additional findings included in the Reasoning section of this decision are incorporated herein by this reference. To the extent any of the foregoing are improperly designated and are instead conclusions of law, they are hereby redesignated and incorporated herein as conclusions of law.

## REASONING

The proceedings for cancellation, revocation, or suspension of a license may be initiated when the cosmetology commission has information that any person may have been guilty of any misconduct as provided in § 36-15-56, or is guilty of incompetence, negligence, or unprofessional or dishonorable conduct. SDCL 36-15-58

In this case, Nguyen tried to give the inspector an envelope containing money during an inspection. During the first incident, she tried to give the inspector money and a gift certificate. The inspector made it very clear that she was not allowed to accept gifts. Less than a year later, Nguyen tried to give the same inspector an envelope containing five hundred dollars during an inspection. This is unprofessional or dishonorable conduct. Nguyen was told that inspectors cannot accept gifts, yet she attempted to do it again.

This hearing examiner finds that the Cosmetology Commission has established by a preponderance of the evidence that Ngoc Lan Thi Nguyen has committed the violations set forth in the complaint. The Cosmetology Commission should discipline Ngoc Lan Thi Nguyen as the law allows and as Cosmetology Commission deems appropriate based upon their experience and practices and knowledge of others similarly situated.

## CONCLUSIONS OF LAW

I.

The Department of Labor and Regulation has jurisdiction over the parties and subject matter of this appeal. The Office of Hearing Examiners has authority to conduct the appeal pursuant to the provisions of 1-26D.

II.

The Cosmetology Commission has shown that Nguyen was involved in unprofessional or dishonorable conduct. SDCL 36-15-58

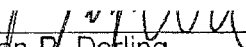
III.

Any Conclusions of Law in the reasoning section of this decision are incorporated herein by reference. To the extent any of the foregoing are improperly designated and are instead findings of fact, they are hereby redesignated and incorporated herein as findings of fact.

## PROPOSED ORDER

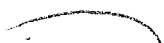
It is the Proposed Order of the Hearing Examiner that #1 Nails be subject to such sanction as the law allows and the Commission in its discretion and experience may deem appropriate.

Dated June 25, 2014.

  
\_\_\_\_\_  
Ryan P. Darling  
Office of Hearing Examiners  
523 East Capitol  
Pierre SD 57522

## CERTIFICATE OF SERVICE

I certify that on June 25, 2014, at Pierre, South Dakota, a true and correct copy of this Proposed Decision was mailed to the parties listed below.

  
\_\_\_\_\_  
Ashley Couillard

NGOC LAN THI NGUYEN  
2701 W 41<sup>ST</sup> ST, SUITE F  
SIOUX FALLS SD 57105

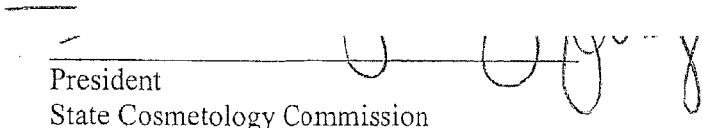
KATE BOYD  
EXECUTIVE DIRECTOR  
500 E. CAPITOL  
PIERRE, SD 57501

AARON ARNOLD  
ATTORNEY AT LAW  
700 GOVENORS DR.  
PIERRE, SD 57501.



**NOTICE:** This is the final decision of the South Dakota Department of Labor and Regulation, State Cosmetology Commission. Parties are hereby advised of the right to appeal this final order to the circuit court within 30 days of receiving this decision pursuant to the authority of SDCL chapter 1-26. In addition, pursuant to SDCL chapter 1-26, a circuit court decision in this matter may be appealed to the South Dakota Supreme Court in the matter provided by law.

Dated this 4<sup>th</sup> day of October, 2015.

  
\_\_\_\_\_  
President  
State Cosmetology Commission





December 13, 2019

NGOC LAN THI NGUYEN  
1326 NORTH DAKOTA AVE  
SIOUX FALLS SD 57104

RE: Case C 2013 & 2014

Dear Ms. Nguyen:

As you know, there was a complaint filed against you and your salon for allowing an unlicensed individual to perform services. As well as operating a salon in unsanitary conditions and attempting to bribe a South Dakota State Inspector. I have enclosed a copy of the signed executed consent agreements. They are Case C- 2013 and Case C- 2014.

Per our phone conversation you have given permission to have us speak with your family member Aivi on your behalf. As discussed with her she expressed your desire to have your Nail Technology license that was permanently revoked reinstated.

In review of your previous cases it was discovered that payment of your penalties has not been received. This matter needs to be taken care of before the commission can consider a request for reinstatement. It appears that you owe a \$300.000 penalty for your offence as noted in as noted in 9 C-3 of the signed consent agreement Case C -2013.

In review of Case C 2014, you owed a \$1283,51 for reimbursement to the Cosmetology Commission for Administrative Hearing costs incurred. This is noted on page 2 of the Hearing Order. This bring the total owed to the Cosmetology Commission to \$1583.51. Please remit a check or money order for this amount. For your convenience I have enclosed a return envelope.

After the fees have been paid you may send a letter of request to our office concerning your desire to have your Nail Technology license reinstated. After we receive your request letter, it will be presented to the Cosmetology Commission at their next meeting for consideration. You will be notified of their response by mail. I will also include a breakdown of reinstatement fees you will owe should their decision be favorable to your request.

**If you have questions about the requirements of the enclosed signed Consent Agreements, please contact our office at 605-773-6193.** If you have **questions about your rights**, please contact a private attorney.

Thank you for your efforts to resolve this matter.

Sincerely,

Teresa Diederich, Program Assistant I

cc w/enclosures: Graham Oey, Senior Staff Attorney

Dear Board of Cosmetology

My name is Myrela Thi Nguyen and I am writing to request the Board to review my eligibility to apply for my Nail Technician license reinstatement.

Please let me know what it would take to make this possible.

Thank You,

Myrela

1.18.20

JAN 24 2020

\$1583.51 Recd.