

**BARBERING AND COSMETOLOGY EXAMINING BOARD
MEETING MINUTES
JUNE 11, 2012**

Present: Rod Gottfredson, Sue Kolve-Feehan, Jeffrey Patterson, Gerri Reuter and Howard Twait

Present by Teleconference: Cheryl Pearse

Staff: Mojgan Hall, Bureau Director; Yolanda McGowan, Legal Counsel; Michelle Solem, Bureau Assistant; and other Department staff

Jeffrey Patterson, Board Chair, called the meeting to order at 8:07 a.m. A quorum of 6 members was confirmed. He introduced Mojgan Hall as the new Executive Director. She provided a brief biography.

ADOPTION OF AGENDA

Amendments

- Revise spelling of the appearance at F.3.a.

MOTION: Sue Kolve-Feehan moved, seconded by Rod Gottfredson, to adopt the agenda as amended. Motion carried unanimously.

APPROVAL OF MINUTES

MOTION: Rod Gottfredson moved, seconded by Howard Twait, to approve the minutes of April 2, 2012 as published. Motion carried unanimously.

MOTION: Rod Gottfredson moved, seconded by Sue Kolve-Feehan, to approve the minutes of April 30, 2012 as published. Motion carried unanimously.

**PRESENTATION OF PROPOSED STIPULATIONS, FINAL DECISIONS AND ORDERS
BY THE DIVISION OF ENFORCEMENT**

No presentations were requested.

BOARD DISCUSSION

1. **DIVISION OF ENFORCEMENT MATTERS**

- a. The Board reviewed the policy that was approved at the last meeting.

2. **EDUCATION AND EXAMINATION MATTERS**

- a. Discussion Regarding Transition to New Exam Vendor

Aaron Knautz, Office of Education and Exams, indicated that as of June 1, 2012, the exam vendor, Pearson Vue, is accepting applications. They will begin scheduling exam dates on June 19, 2012 to start on July 2, 2012. The instructor exam process has been approved and will begin shortly. The barbering exam is going to begin at the same time. The manager exam will be ready as soon as Pearson Vue begins the testing in July.

- b. Review and Discuss CE Requirements for the 2013-2015 Biennium

The Board reviewed the top 10 violations and citations as of August 2008 and determined that the CE needs to include the following:

- Update relative to Law/Administrative Code changes
- Duties and Responsibilities
 - Owner
 - Managers
 - Practitioners

- Disciplinary Matters
 - Posting requirements
 - Unlicensed Practice
 - Booth Rental
 - Establishment License Requirements
 - Apprenticeship Programs
 - Forfeitures
 - Prohibited Substances
 - Ethics/Practice Standards

MOTION: Rod Gottfredson moved, seconded by Howard Twait, to delegate responsibility to Department staff to approve curriculum consistent with the discussion. Motion carried unanimously.

c. Raw Cut Exam Score

The Board discussed the suggested raw cut score for the state law portion of the written theory exam of 80%.

MOTION: Sue Kolve-Feehan moved, seconded by Howard Twait, to approve 80% as the raw cut score for the state law portion of the written theory exam for cosmetology professionals. Motion carried unanimously.

3. **CREDENTIALING MATTERS**

a. Discuss Possible Reciprocity with Iowa

Angie Stluka addressed the Board and requested that the Board consider reciprocity with Iowa relative to Wisconsin licensure of graduates of Cosmetology Schools in Iowa. Yolanda McGowan explained the process of Reciprocity and Endorsement licensure. She noted that the statute would need to be changed.

4. **PRACTICE QUESTION MATTERS**

a. None

5. **LEGISLATION/ADMINISTRATIVE RULE MATTERS**

a. Review and Discuss Separation Legislation – 11 ACT 190

Yolanda McGowan reviewed a list of frequently asked questions that she has received. She highlighted the effects in the attached document.

6. **LIAISON/COMMITTEE REPORTS**

a. None

7. **SPEAKING ENGAGEMENT, TRAVEL, PUBLIC RELATIONS REQUESTS**

MOTION: Howard Twait moved, seconded by Sue Kolve-Feehan, to nominate Rod Gottfredson as the delegate to represent the Board at the National Association of Barber Boards of America Annual Conference in Louisville, KY, September 15-20, 2012. Motion carried unanimously.

MOTION: Rod Gottfredson moved, seconded by Howard Twait, to designate Sue Kolve-Feehan as the alternate to represent the Board at the National Association of Barber Boards of America Annual Conference in Louisville, KY, September 15-20, 2012. Motion carried unanimously.

PUBLIC COMMENTS

- Marvin Rushing He indicated that the bill was written badly and he will be petitioning a change in the legislation. He asked about a barber shop being able to hire an aesthetician and he was told that the barber shop would be required to obtain a separate establishment license.
- Lisa Craemer She asked if a cosmetology instructor could instruct a barber program.
- Dan Grammer He asked about inactive license and what constitutes “minimal” practice. He expressed concern relative to enforcement.
- Joan Kornitz She asked for clarification relative to curriculum. The barbering curriculum can be taught in a cosmetology school.
- Kristin Allison She asked about integrity of the continuing education. She recommended that each course include an exam that is scored. She also recommended that there be a pool of test questions for the CE.

CLOSED SESSION

- MOTION:** Rod Gottfredson moved, seconded by Sue Kolve-Feehan, to convene to closed session to deliberate on cases following hearing (s. 19.85(1) (a), Stats.; consider closing disciplinary investigation with administrative warning (s. 19.85(1)(b), Stats. and 440.205, Stats., to consider individual histories or disciplinary data (s. 19.85 (1)(f), Stats.; and, to confer with legal counsel (s. 19.85(1)(g), Stats.). Roll Call Vote: Rod Gottfredson - yes; Sue Kolve-Feehan - yes; Jeffrey Patterson - yes; Cheryl Pearse - yes; Gerri Reuter - yes; and Howard Twait - yes. Motion carried unanimously. Open session recessed at 10:30 a.m.

RECONVENE TO OPEN SESSION

- MOTION:** Rod Gottfredson moved, seconded by Gerri Reuter, to reconvene in open session at 11:13 a.m. Motion carried unanimously.

VOTING ON ITEMS CONSIDERED/DELIBERATED IN CLOSED SESSION

PROPOSED STIPULATIONS, FINAL DECISIONS AND ORDERS

- MOTION:** Sue Kolve-Feehan moved, seconded by Gerri Reuter, to adopt the Findings of Fact, Conclusions of Law, Stipulation and Order, in the matters of 10 BAC 054 - Thaddeus E. Moore and Handsome Barber Shop; 10 BAC 066 - Niki T. Reed; 11 BAC 029 – Mary Schatzman, Semfira Alshuhaj and Quick Time Hair Salon and 11 BAC 171 – Rodnetta S. Jagers. Motion carried unanimously.

CASE CLOSINGS

- MOTION:** Rod Gottfredson moved, seconded by Sue Kolve-Feehan, to close the following cases according to the recommendations by the Division of Enforcement:
- a. 10 BAC 054
 - b. 11 BAC 020
 - c. 11 BAC 110
 - d. 11 BAC 164
 - e. 11 BAC 178
- Motion carried unanimously.
- MOTION:** Rod Gottfredson moved, seconded by Howard Twait, to approve citations as submitted. Motion carried unanimously.

- a. 11 BAC 091
- b. 11 BAC 106 (x2)
- c. 11 BAC 119
- d. 11 BAC 167 (x4)
- e. 11 BAC 170
- f. 12 BAC 003
- g. 12 BAC 004
- h. 12 BAC 015
- i. 12 BAC 018 (x2)
- j. 12 BAC 019 (x2)

APPLICATION MATTERS

MOTION: Gerri Reuter moved, seconded by Rod Gottfredson, to approve full licensure for Jamie Woods. Motion carried unanimously.

ADJOURNMENT

MOTION: Rod Gottfredson moved, seconded by Howard Twait, to adjourn the meeting at 11:18 a.m. Motion carried unanimously.