



---

**VIRTUAL/TELECONFERENCE  
COSMETOLOGY EXAMINING BOARD  
Virtual, 4822 Madison Yards Way, Madison  
Contact: Adam Barr (608) 266-2112  
August 30, 2021**

*The following agenda describes the issues that the Board plans to consider at the meeting. At the time of the meeting, items may be removed from the agenda. Please consult the meeting minutes for a record of the actions of the Board.*

**AGENDA**

**9:30 AM**

**OPEN SESSION – CALL TO ORDER – ROLL CALL**

**A. Adoption of Agenda (1-3)**

**B. Approval of Minutes of June 14, 2021 (4-5)**

**C. Introductions, Announcements and Recognition**

- 1) Introduction of Charity-Faith Fazel, Cosmetologist Member (Succeeds: McNally) – 7/1/2024
- 2) Recognition of Vicky McNally, Cosmetologist Member

**D. Reminders: Conflicts of Interest, Scheduling Concerns**

**E. Administrative Matters – Discussion and Consideration**

- 1) Department, Staff, and Board Updates
- 2) Board Members – Term Expiration Dates

**F. Legislative and Policy Matters – Discussion and Consideration**

**G. Administrative Rule Matters – Discussion and Consideration**

- 1) Rule Draft Proposals: Cos 2, 3, 5, and 8, Relating to Scope of Practice, Mobile Establishments, and Distance Learning **(6)**
- 2) Pending and Possible Rulemaking Projects

**H. COVID-19 – Discussion and Consideration**

**I. Deliberation on Items Added After Preparation of Agenda**

- 1) Introductions, Announcements and Recognition
- 2) Election of Officers, Appointment of Liaison(s), Delegation of Authorities
- 3) Administrative Matters
- 4) Education and Examination Matters
- 5) Credentialing Matters
- 6) Practice Matters
- 7) Legislative and Policy Matters

- 8) Administrative Rule Matters
- 9) Liaison Reports
- 10) Board Liaison Training and Appointment of Mentors
- 11) Informational Items
- 12) Division of Legal Services and Compliance (DLSC) Matters
- 13) Presentations of Petitions for Summary Suspension
- 14) Petitions for Designation of Hearing Examiner
- 15) Presentation of Stipulations, Final Decisions and Orders
- 16) Presentation of Stipulations and Interim Orders
- 17) Presentation of Proposed Final Decision and Orders
- 18) Presentation of Interim Orders
- 19) Petitions for Re-Hearing
- 20) Petitions for Assessments
- 21) Petitions to Vacate Orders
- 22) Requests for Disciplinary Proceeding Presentations
- 23) Motions
- 24) Petitions
- 25) Appearances from Requests Received or Renewed
- 26) Speaking Engagement(s), Travel, or Public Relation Request(s)

J. Public Comments

**CONVENE TO CLOSED SESSION to deliberate on cases following hearing (s. 19.85(1)(a), Stats.); to consider licensure or certification of individuals (s. 19.85(1)(b), Stats.); to consider closing disciplinary investigations with administrative warnings (ss. 19.85 (1)(b), 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.).**

**K. Deliberation on Division of Legal Services and Compliance (DLSC) Matters**

**1) Monitoring Matters**

- a) Tina Wendt, Requesting to Eliminate or Reduce Work and Self-Reports **(7-18)**

L. Deliberation of Items Added After Preparation of the Agenda

- 1) Education and Examination Matters
- 2) Credentialing Matters
- 3) DLSC Matters
- 4) Monitoring Matters
- 5) Professional Assistance Procedure (PAP) Matters
- 6) Petitions for Summary Suspension
- 7) Petitions for Designation of Hearing Examiner
- 8) Proposed Stipulations, Final Decision(s) and Order(s)
- 9) Proposed Interim Orders
- 10) Administrative Warnings
- 11) Review of Administrative Warnings
- 12) Proposed Final Decisions and Orders
- 13) Orders Fixing Costs/Matters Related to Costs
- 14) Case Closings
- 15) Board Liaison Training
- 16) Petitions for Assessments and Evaluations
- 17) Petitions to Vacate Orders
- 18) Remedial Education Cases
- 19) Motions

- 20) Petitions for Re-hearings
- 21) Appearances from Requests Received or Renewed

M. Consulting with Legal Counsel

**RECONVENE TO OPEN SESSION IMMEDIATELY FOLLOWING CLOSED SESSION**

N. Vote on Items Considered or Deliberated Upon in Closed Session, if Voting is Appropriate

O. Open Session Items Noticed Above Not Completed in the Initial Open Session

**ADJOURNMENT**

**NEXT MEETING: NOVEMBER 1, 2021**

\*\*\*\*\*  
MEETINGS AND HEARINGS ARE OPEN TO THE PUBLIC, AND MAY BE CANCELLED WITHOUT NOTICE.

Times listed for meeting items are approximate and depend on the length of discussion and voting. All meetings are held at 4822 Madison Yards Way, Madison, Wisconsin, unless otherwise noted. In order to confirm a meeting or to request a complete copy of the board's agenda, please call the listed contact person. The board may also consider materials or items filed after the transmission of this notice. Times listed for the commencement of disciplinary hearings may be changed by the examiner for the convenience of the parties. Requests for interpreters for the deaf or hard of hearing, or other accommodations, are considered upon request by contacting the Affirmative Action Officer, 608-266-2112, or the Meeting Staff at 608-266-5439.

**VIRTUAL/TELECONFERENCE  
COSMETOLOGY EXAMINING BOARD  
MEETING MINUTES  
JUNE 14, 2021**

**PRESENT:** Georgianna Halverson, Ann Hoepner, Megan Jackson, Kristin Lee, Daisy Quintal

**EXCUSED:** Kayla Cwojdinski, Vicky McNally

**STAFF:** Adam Barr, Executive Director; Jon Derenne, Legal Counsel; Kevyn Radcliffe, Administrative Rules Coordinator; Megan Glaeser, Bureau Assistant; and other Department staff.

**CALL TO ORDER**

Megan Jackson, Chairperson, called the meeting to order at 9:52 a.m. A quorum was confirmed with five (5) members present.

**ADOPTION OF AGENDA**

**MOTION:** Ann Hoepner moved, seconded by Georgianna Halverson, to adopt the Agenda as published. Motion carried unanimously.

**APPROVAL OF MINUTES OF MARCH 29, 2021**

**MOTION:** Ann Hoepner moved, seconded by Daisy Quintal, to approve the Minutes of March 27, 2021 as published. Motion carried unanimously.

**ADMINISTRATIVE RULE MATTERS**

**Adoption Order: Cos 1-11, Relating to Cosmetology Licensure and Practice Outside of a Licensed Establishment**

**MOTION:** Ann Hoepner moved, seconded by Daisy Quintal, to approve the Adoption Order for Clearinghouse Rule 20-025 (Cos 1 to 11), relating to Cosmetology Licensure and Practice Outside of a Licensed Establishment. Motion carried unanimously.

**CLOSED SESSION**

**MOTION:** Ann Hoepner moved, seconded by Georgianna Halverson, to convene to closed session to deliberate on cases following hearing (s. 19.85(1)(a), Stats.); to consider licensure or certification of individuals (s. 19.85(1)(b), Stats.); to consider closing disciplinary investigation with administrative warning (ss. 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.). Megan Jackson, Chairperson, read the language of the motion. The vote of each member was ascertained by voice vote. Roll Call

Vote: Georgiana Halverson-yes; Ann Hoepner-yes; Megan Jackson-yes; Kristin Lee-yes; and Daisy Quintal-yes. Motion carried unanimously.

The Board convened into Closed Session at 11:00 a.m.

**DELIBERATION ON DIVISION OF LEGAL SERVICES  
AND COMPLIANCE (DLSC) MATTERS**

**Case Closings**

- MOTION:** Ann Hoepner moved, seconded by Daisy Quintal, to close the following DLSC Cases for the reasons outlined below:
1. 19 BAC 021 – M.M.H.S. – Prosecutorial Discretion (P5)
  2. 20 BAC 007 – K.C. – Insufficient Evidence
  3. 20 BAC 031 – T.C.H.S., T.C.H.S., A.T., H.R. – No Violation and B.C. – Prosecutorial Discretion (P2)
  4. 20 BAC 059 – T.N.S.S.G. – Prosecutorial Discretion (P2)
  5. 20 BAC 085 – C.G. – Insufficient Evidence
- Motion carried unanimously.

**RECONVENE TO OPEN SESSION**

- MOTION:** Ann Hoepner moved, seconded by Megan Jackson, to reconvene into open session. Motion carried unanimously.

The Board reconvened into Open Session at 11:04 a.m.

**VOTING ON ITEMS CONSIDERED OR DELIBERATED ON IN CLOSED SESSION**

- MOTION:** Ann Hoepner moved, seconded by Georgianna Halverson, to affirm all motions made and votes taken in Closed Session. Motion carried unanimously.

*(Be advised that any recusals or abstentions reflected in the closed session motions stand for the purposes of the affirmation vote.)*

**ADJOURNMENT**

- MOTION:** Ann Hoepner moved, seconded by Georgianna Halverson, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 11:06 a.m.

**State of Wisconsin  
Department of Safety & Professional Services**

**AGENDA REQUEST FORM**

|  |  |   |  |
|--|--|---|--|
| <b>1) Name and title of person submitting the request:</b><br>Jon Derenne, Attorney  |  | <b>2) Date when request submitted:</b><br>August 17, 2021<br><small>Items will be considered late if submitted after 12:00 p.m. on the deadline date which is 8 business days before the meeting</small>                      |  |
| <b>3) Name of Board, Committee, Council, Sections:</b><br>Cosmetology Examining Board  |  |   |  |
| <b>4) Meeting Date:</b><br>August 30, 2021   | <b>5) Attachments:</b><br><input type="checkbox"/> Yes<br><input checked="" type="checkbox"/> No | <b>6) How should the item be titled on the agenda page?</b><br>1) Cos 2, 3, 5, and 8 rule draft proposals.<br>2) Pending and possible rulemaking projects.  |  |
| <b>7) Place Item in:</b><br><input checked="" type="checkbox"/> Open Session<br><input type="checkbox"/> Closed Session  |  | <b>8) Is an appearance before the Board being scheduled?</b> <i>(If yes, please complete <a href="#">Appearance Request</a> for Non-DSPS Staff)</i><br><input type="checkbox"/> Yes<br><input checked="" type="checkbox"/> No |  |
| <b>9) Name of Case Advisor(s), if required:</b>  |  |   |  |
| <b>10) Describe the issue and action that should be addressed:</b><br>The Medical Examining Board moved at its last meeting to suggest the creation of a joint committee of Medical and Cosmetology Examining Board members and other experts to discuss the proposed changes to Cos 2, 3, 5, and 8. The board should consider whether it would like to participate in this effort, and if so, should consider appointing 2 individuals to serve on the joint committee. |  |   |  |
| <b>11) Authorization</b>   |  |   |  |
| <i>Jon Derenne</i>   |  | August 17, 2021   |  |
| Signature of person making this request  |  | Date  |  |
| Supervisor (if required)   |  | Date  |  |
| Executive Director signature (indicates approval to add post agenda deadline item to agenda)   |  | Date  |  |
| <b>Directions for including supporting documents:</b><br>1. This form should be attached to any documents submitted to the agenda.<br>2. Post Agenda Deadline items must be authorized by a Supervisor and the Policy Development Executive Director.<br>3. If necessary, provide original documents needing Board Chairperson signature to the Bureau Assistant prior to the start of a meeting.  |  |   |  |