

**COSMETOLOGY EXAMINING BOARD  
MEETING MINUTES  
April 24, 2017**

**PRESENT:** Kristin Allison, Vicky McNally, Lori Paul, Kim Rank, Gail Sengbusch, Denise Trokan

**EXCUSED:** Suresh Misra

**STAFF:** Brittany Lewin, Executive Director; Laura Smith, Bureau Assistant; and other department staff.

**CALL TO ORDER**

Vicky McNally, Chair, called the meeting to order at 9:30 a.m. A quorum of six (6) members was confirmed.

**ADOPTION OF AGENDA**

**Amendments:**

**MOTION:** Kristin Allison moved, seconded by Denise Trokan, to adopt the agenda as published. Motion carried unanimously.

**APPROVAL OF MINUTES**

**Amendments:**

- *Under Leg/Admin Matters, third motion, add “quality of education, gainful employment, compensation for instructors, incentive for pedagogy, and other considerations.”*

**MOTION:** Kristin Allison moved, seconded by Denise Trokan, to approve the minutes of March 24, 2017 as amended. Motion carried unanimously.

**LEGISLATIVE/ADMINISTRATIVE RULE MATTERS**

**2017 Senate Bill 30/Assembly Bill 64**

**MOTION:** Kristin Allison moved, seconded by Lori Paul, to record the Board’s opposition to removing the examination requirement for applicants who complete an apprenticeship program. Motion carried unanimously.

**CLOSED SESSION**

**MOTION:** Kristin Allison moved, seconded by Gail Sengbusch, 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.). The Chair read the language of the motion. The vote of each member was ascertained by voice vote. Roll Call Vote: Kristin Allison – yes; Vicky McNally – yes; Lori Paul – yes; Kim Rank – yes; Gail Sengbusch – yes; Denise Trokan - yes. Motion carried unanimously.

The Board convened into closed session at 11:40 a.m.

### **RECONVENE TO OPEN SESSION**

**MOTION:** Kristin Allison moved, seconded by Gail Sengbusch, to reconvene into open session. Motion carried unanimously.

The Board reconvened into open session at 11:46 a.m.

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

**MOTION:** Lori Paul moved, seconded by Kristin Allison, to affirm all motions made 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.)*

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

#### **Administrative Warnings**

#### ***16 BAC 028 and 16 BAC 050 –E.T. and D.R.S.***

**MOTION:** Kristin Allison moved, seconded by Gail Sengbusch, to issue an Administrative Warning in the matter of DLSC case numbers 16 BAC 028 and 16 BAC 050 regarding E.T. and D.R.S. Motion carried unanimously.

#### **Proposed Stipulations, Final Decisions and Orders**

#### ***16 BAC 061 –M.J.G.***

**MOTION:** Lori Paul moved, seconded by Denise Trokan, to accept the Findings of Fact, Conclusions of Law and Order in the matter of disciplinary proceedings against Mary Jo Gold, DLSC Case No. 16 BAC 061. Motion carried unanimously.

## Case Closings

**MOTION:** Vicky McNally moved, seconded by Kristin Allison, to close the following cases according to the recommendations by the Division of Legal Services and Compliance:

1. 15 BAC 046 (H.F.O., A.B., D.C., T.B.) **No Violation (H.F.O.); Insufficient Evidence (A.B.); Lack of Jurisdiction 2 (D.C.); and Prosecutorial Discretion (T.B.)**
  2. 15 BAC 067 (M.H. and T.W.) **Prosecutorial Discretion (P2)**
  3. 16 BAC 057 (V.H.S. and M.L.) **Prosecutorial Discretion (P1)**
  4. 16 BAC 074 (E.T. and M.R.) **Insufficient Evidence (IE)**
  5. 16 BAC 084 (C.S.S.L. and M.A.) **Prosecutorial Discretion (P2)**
- Motion carried unanimously.

### **ORDER FIXING COSTS IN THE MATTER OF THE DISCIPLINARY PROCEEDINGS AGAINST HANH PHAM, RESPONDENT, DHA CASE NO. SPS-16-0058/DLSC CASE NO. 15 BAC 058**

**MOTION:** Lori Paul moved, seconded by Denise Trokan, to adopt the Order Fixing Costs in the matter of disciplinary proceedings against Hanh Pham, Respondent, DHA Case No. SPS-16-0058/DLSC Case No. 15 BAC 058. Motion carried unanimously.

*The Board reviewed training information relating to Public Records and Ethics and Lobbying requirements at this meeting.*

### **ADJOURNMENT**

**MOTION:** Kristin Allison moved, seconded by Denise Trokan, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 11:48 a.m.