



COSMETOLOGY EXAMINING BOARD
Room 121A, 1400 East Washington Avenue, Madison
Contact: Erin Karow (608) 266-2112
September 11, 2017

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 – June 5, 2017 (4-6)**
- C. Administrative Matters**
 - 1. Board and Staff Updates
- D. Legislative and Administrative Rule Matters – Discussion and Consideration**
 - 1. Legislative Liaison Update
 - 2. Update on Legislation and Pending and Possible Rulemaking Projects
- E. Speaking Engagements, Travel, or Public Relation Requests**
 - 1. National Interstate Council of State Boards of Cosmetology (NIC) Annual Conference Report
- F. Informational Items**
- G. Deliberation on Items Added After Preparation of Agenda**
 - 1. Introductions, Announcements and Recognition
 - 2. Election of Board Officers
 - 3. Appointment of Board Liaison(s)
 - 4. Administrative Matters
 - 5. Education and Examination Matters
 - 6. Credentialing Matters
 - 7. Practice Matters
 - 8. Liaison Reports
 - 9. Informational Items
 - 10. Disciplinary Matters
 - 11. Speaking Engagements, Travel, or Public Relation Requests
- H. 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.).

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

1. Administrative Warnings
2. Proposed Stipulations, Final Decisions and Orders
3. Proposed Final Decisions and Orders of Default
 - a) 16 BAC 005, 16 BAC 024 (K.J.S.) **(7-12)**
 - b) 16 BAC 024 (H.A.G.) **(13-17)**
 - c) 16 BAC 024 (P.H.) **(18-22)**
4. Case Closures
 - a) 16 BAC 005, 16 BAC 024 – (A.R.N.S., A.R.S.&N., LLC) **(23-28)**
 - b) 16 BAC 038 **(29-33)**
 - c) 16 BAC 078 **(34-37)**
 - d) 16 BAC 007 **(38-41)**

J. Deliberation of Items Added After Preparation of the Agenda

1. Education and Examination Matters
2. Credentialing Matters
3. Disciplinary 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. Administrative Warnings
10. Review of Administrative Warnings
11. Proposed Final Decisions and Orders
12. Orders Fixing Costs/Matters Related to Costs
13. Case Closings
14. Proposed Interim Orders
15. Petitions for Assessments and Evaluations
16. Petitions to Vacate Orders
17. Remedial Education Cases
18. Motions
19. Petitions for Re-hearings
20. Appearances from Requests Received or Renewed

K. Consulting with Legal Counsel

RECONVENE TO OPEN SESSION IMMEDIATELY FOLLOWING CLOSED SESSION

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

ADJOURNMENT

NEXT MEETING: NOVEMBER 6, 2017

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 1400 East Washington Avenue, 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. Interpreters for the hearing impaired provided upon request by contacting the Affirmative Action Officer, 608-266-2112.

**COSMETOLOGY EXAMINING BOARD
MEETING MINUTES
June 5, 2017**

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

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 9:31 a.m. A quorum of six (6) members was confirmed.

ADOPTION OF AGENDA

MOTION: Kristin Allison moved, seconded by Gail Sengbusch, to adopt the agenda as published. Motion carried unanimously.

APPROVAL OF MINUTES

MOTION: Lori Paul moved, seconded by Gail Sengbusch, to approve the minutes of April 24, 2017 as published. Motion carried unanimously.

ADMINISTRATIVE UPDATES

MOTION: Kristin Allison moved, seconded by Gail Sengbusch, to recognize Suresh Misra for his service to the Board and the State of Wisconsin. Motion carried unanimously.

LEGISLATIVE/ADMINISTRATIVE RULE MATTERS

2017 Senate Bill 108/Assembly Bill 164 and 2017 Senate Bill 109/Assembly Bill 167

MOTION: Kristin Allison moved, seconded by Kim Rank, to record that the Board discussed previously noted concerns with the legislation but recognized that the bills have passed committee. Motion carried. Vicky McNally opposed.

SPEAKING ENGAGEMENTS, TRAVEL, OR PUBLIC RELATIONS REQUESTS

National-Interstate Council of State Boards of Cosmetology (NIC) Annual Conference – August 5-7, 2017 – Charleston, West Virginia

MOTION: Kristin Allison moved, seconded by Gail Sengbusch, to designate Vicky McNally, as the Board's delegate, to attend the NIC Annual Conference on August 5-7, 2017 in Charleston, WV and to authorize travel. Motion carried unanimously.

MOTION: Vicky McNally moved, seconded by Lori Paul, to request that Brittany Lewin attend the NIC Annual Conference on August 5-7, 2017 in Charleston, WV. Motion carried unanimously.

CLOSED SESSION

MOTION: Kristin Allison moved, seconded by Vicky McNally, 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 10:00 a.m.

RECONVENE TO OPEN SESSION

MOTION: Lori Paul moved, seconded by Gail Sengbusch, to reconvene into open session. Motion carried unanimously.

The Board reconvened into open session at 10:10 a.m.

VOTING ON ITEMS CONSIDERED OR DELIBERATED ON IN CLOSED SESSION

MOTION: Lori Paul moved, seconded by Kim Rank, 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

Proposed Stipulations, Final Decisions and Orders

16 BAC 014 – S.A.

MOTION: Kristin Allison moved, seconded by Vicky McNally, to accept the Findings of Fact, Conclusions of Law and Order in the matter of disciplinary proceedings against Shiloh Allred, DLSC Case No. 16 BAC 014. Motion carried unanimously.

Case Closings

MOTION: Lori Paul moved, seconded by Denise Trokan, to close the following cases according to the recommendations by the Division of Legal Services and Compliance:

1. 16 BAC 020 (P.N., C.N.) for **Prosecutorial Discretion (P1)**
2. 16 BAC 030 (E.G.) for **Prosecutorial Discretion (P3)**
3. 16 BAC 043 (J.J.E.) for **Prosecutorial Discretion (P5)**
4. 16 BAC 069 (K.N., N.V.) for **Insufficient Evidence (IE)**
5. 17 BAC 020 (F.S.H.S.) for **Insufficient Evidence (IE)** Motion carried unanimously.

ADJOURNMENT

MOTION: Gail Sengbusch moved, seconded by Kim Rank, to adjourn the meeting.
Motion carried unanimously.

The meeting adjourned at 10:16 a.m.

DRAFT