



COSMETOLOGY EXAMINING BOARD
Room 121A, 1400 East Washington Avenue, Madison
Contact: Erin Karow (608) 266-2112
November 6, 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 – September 11, 2017 (4-5)**
- C. Administrative Matters**
 - 1. Board and Staff Updates
 - 2. DSSPS Website Re-Design [11/12/2017 Launch]
- D. National-Interstate Council of State Boards of Cosmetology (NIC) Model Law**
- E. Informational Items**
 - 1. Update on Tamara Johnson, Georgia Senate Race
- F. Legislative and Administrative Rule Matters – Discussion and Consideration**
 - 1. Update on Legislation and Pending and Possible Rulemaking Projects
- G. Speaking Engagements, Travel, or Public Relation Requests**
- H. 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
- I. 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.).

J. Monitoring Matters (6-7)

1. Heidi Gehle – Requesting Payment Plan **(8-14)**
2. Cornell Stallworth – Requesting Termination of Suspension **(15-23)**

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

1. Proposed Stipulations, Final Decisions and Orders
 - a) 16 BAC 009 – Huan Tran Huynh **(24-28)**
2. Case Closures
 - a) 16 BAC 009 **(29-44)**
 - b) 16 BAC 059 **(45-52)**
 - c) 16 BAC 088 **(53-57)**

L. 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

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

ADJOURNMENT

NEXT MEETING: FEBRUARY 5, 2018

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
September 11, 2017**

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

STAFF: Erin Karow, Executive Director; Laura Smith, Bureau Assistant; and other department staff.

CALL TO ORDER

Vicky McNally, Chair, called the meeting to order at 11:30 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 Denise Trokan, to approve the minutes of June 5, 2017 as published. Motion carried unanimously.

CLOSED SESSION

MOTION: Vicky McNally moved, seconded by Kristin Allison, 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 9:54 a.m.

RECONVENE TO OPEN SESSION

MOTION: Kristin Allison moved, seconded by Kim Rank, to reconvene into open session. Motion carried unanimously.

The Board reconvened into open session at 9:59 a.m.

VOTING ON ITEMS CONSIDERED OR DELIBERATED ON IN CLOSED SESSION

MOTION: Kristin Allison moved, seconded by Lori Paul, 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 Final Decisions and Order of Default

MOTION: Kristin Allison moved, seconded by Gail Sengbusch, to adopt the Findings of Fact, Conclusions of Law, and Order in the matter of disciplinary proceedings against:

1. 16 BAC 005 and 16 BAC 024 – Kelli Jo Sleaver
2. 16 BAC 024 – Heidi Ann Gehle
3. 16 BAC 024 – Pamela Holmes

Motion carried unanimously.

Case Closings

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

1. 16 BAC 005, 16 BAC 024 (A.R.N.S., A.R.N.S., LLC) for **Prosecutorial Discretion (P7)**
2. 16 BAC 038 (F.S.B.&B.S., A.V.) for **Prosecutorial Discretion (P2)**
3. 16 BAC 078 (T.W.) for **Insufficient Evidence (IE)**
4. 17 BAC 007 (V.N.) for **Lack of Jurisdiction (L2)**; (S.H.) for **Insufficient Evidence (IE)**

Motion carried unanimously.

ADJOURNMENT

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

The meeting adjourned at 10:00 a.m.