

**COSMETOLOGY EXAMINING BOARD
MEETING MINUTES
June 23, 2016**

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

EXCUSED: Suresh Misra, Dianna Wachter

STAFF: Brittany Lewin, Executive Director; Nifty Lynn Dio, 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 five (5) members was confirmed.

ADOPTION OF AGENDA

MOTION: Lori Paul moved, seconded by Denise Trokan, to adopt the agenda as published. Motion carried unanimously.

APPROVAL OF MINUTES

MOTION: Gail Sengbusch moved, seconded by Lori Paul, to approve the minutes of April 4, 2016 as published. Motion carried unanimously.

ADMINISTRATIVE MATTERS

Board and Staff Updates:

MOTION: Kristin Allison moved, seconded by Denise Trokan, to thank Dianna Wachter for her dedication and service on the Cosmetology Examining Board and to the State of Wisconsin. Motion carried unanimously.

SPEAKING ENGAGEMENTS, TRAVEL, OR PUBLIC RELATION REQUESTS

National Interstate Council of State Boards of Cosmetology (NIC) Annual Conference on October 1-3, 2016 in Tampa, FL

MOTION: Gail Sengbusch moved, seconded by Kristin Allison, to delegate Vicky McNally to attend the NIC Annual Conference on October 1-3, 2016 in Tampa, Florida and to authorize travel Motion carried unanimously.

MOTION: Kristin Allison moved, seconded by Lori Paul, to request Brittany Lewin and Aaron Knautz attend the NIC Annual Conference on October 1-3, 2016 in Tampa, Florida and to authorize travel. Motion carried unanimously.

MOTION: Lori Paul moved, seconded by Kristin Allison, to note for the record that Vicky McNally provided her travel report from the NIC All Regions Meeting in Nashville, TN at the meeting. Motion carried unanimously.

CLOSED SESSION

MOTION: Kristin Allison moved, seconded by Denise Trokan, 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.). Vicky McNally 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; Gail Sengbusch – yes; Denise Trokan - yes. Motion carried unanimously.

The Board convened into closed session at 10:16 a.m.

RECONVENE TO OPEN SESSION

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

The Board reconvened into open session at 10:36 a.m.

VOTING ON ITEMS CONSIDERED OR DELIBERATED ON IN CLOSED SESSION

MOTION: Kristin Allison moved, seconded by Gail Sengbusch, to affirm all motions made in closed session. Motion carried unanimously.

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

Administrative Warnings

15 BAC 074 – D.E.N. & H.G.

MOTION: Denise Trokan moved, seconded by Lori Paul, to issue an Administrative Warning in the matter of DLSC Case No. 15 BAC 074 against D.E.N. & H.G. Motion carried unanimously.

Proposed Stipulations, Final Decisions and Orders

MOTION: Lori Paul moved, seconded by Denise Trokan, to adopt the Findings of Fact, Conclusions of Law and Order in the matter of disciplinary proceedings in the following cases:

1. 14 BAC 069 – Cori L. Harris
2. 14 BAC 071 – Autumn R. Leibbrandt
3. 14 BAC 071 – Cassie L. Cordy
4. 14 BAC 074 – Brittany Treml
5. 15 BAC 047 – Aileen X. Nguyen
6. 15 BAC 047 – Bich T. Kim
7. 15 BAC 047 – Elite Nails of Appleton, L.L.C.

Motion carried unanimously.

CASE CLOSINGS

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

1. 14 BAC 071 (L.J.K.) – *Prosecutorial Discretion (P3)*
 2. 14 BAC 071 (J.M.K.) – *Lack of Jurisdiction*
 3. 14 BAC 074 (S.S.&S.) – *Prosecutorial Discretion (P2)*
 4. 14 BAC 074 (B.T.) – *No Violation*
 5. 15 BAC 016 (N.S.) – *Prosecutorial Discretion (P1)*
 6. 15 BAC 016 (G.H.&N.S.) – *Prosecutorial Discretion (P3)*
 7. 15 BAC 030 (L.B.B.S.S.) – *No Violation*
 8. 15 BAC 061 (A.W. & B.A.P.) – *Insufficient Evidence*
 9. 15 BAC 095 (I. & K.B.) – *No Violation*
 10. 15 BAC 122 (K.N.) – *Prosecutorial Discretion (P1)*
 11. 15 BAC 122 (D.W.S. & S.) – *No Violation*
 12. 16 BAC 006 (T.C.) – *No Violation*
 13. 16 BAC 039 (K.S. & A+N.&S.) – *Prosecutorial Discretion (P7)*
- Motion carried unanimously.

PROPOSED FINAL DECISIONS AND ORDERS

Terrance S. Byrd and Fashion Impressions

MOTION: Lori Paul moved, seconded by Vicky McNally, to delegate to Michael J. Berndt, Department Chief Legal Counsel, the Board’s authority to preside over and resolve disciplinary matter 13 BAC 152 against Terrance S. Byrd and Fashion Impressions. Motion carried unanimously.

Steve D. Duong

MOTION: Vicky McNally moved, seconded by Lori Paul, to delegate to Michael J. Berndt, Department Chief Legal Counsel, the Board’s authority to reside over and resolve disciplinary matter 15 BAC 019 against Steve D. Duong. Motion carried unanimously.

Patricia Helt

MOTION: Kristin Allison moved, seconded by Gail Sengbusch, to delegate to Michael J. Berndt, Department Chief Legal Counsel, the Board’s authority to reside over and resolve disciplinary matter 15 BAC 041 against Patricia Helt. Motion carried unanimously.

ADJOURNMENT

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

The meeting adjourned at 10:44 a.m.