



North Dakota

STATE BOARD OF COSMETOLOGY

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The North Dakota State Board of Cosmetology held a regular meeting on Monday, June 17, 2024, at 9:30 a.m. at the board office, 4719 Shelburne St., Suite 1, Bismarck, N.D.

Present:

D'Arlyn Bauer, Board President
Maureen Wanner, Board Secretary
Cindy Ripplinger, Board Member
Tina Bear, Board Member

Not Present:

Emily Wilcox, Board Member

Also Present:

Steve Hanson, Attorney
Holly Blomquist, Executive Director
Teresa Felch, Board Inspector
Angie Schafer, Board Inspector

1. D'Arlyn called the meeting to order at 9:36 am
2. Welcome New Board Members Cindy Ripplinger & Tina Bear
3. Approval of May Regular & Special Meeting Minutes
Second missing on item 21a. D'Arlyn requested reasoning for the motions in the minutes.
D'Arlyn made a motion to approve the minutes for the May 24th 1:00 pm meeting with corrections. Cindy seconded the motion. Motion carried.

Mauren made a motion to approve the minutes for the May 24th 4:30 pm. Tina seconded the motion. Motion carried.
4. Open Forum 9:45 am-10:00 am
D'Arlyn opened the floor for comments at 9:47 am. No comment brought forth. She closed the floor for comment at 10:09 am.

5. **Approval of Licenses 5/1/24-5/31/24**
Inspections are current. D'Arlyn made a motion to approve the licenses for May 2024. Maureen seconded the motion. Motion carried.
6. **May 2024 Financial Statements**
Maureen made a motion to approve the financial statements for May 2024. Cindy seconded the motion. Motion carried.
7. **Budget**
Holly provided budgets with and without the licensing software. She also made mention of the added money for the audit, office staff, legal fees.
D'Arlyn made a motion to approve the July 2024 to June 2025 budget with changes which are the increase of attorney fees of \$5400, and conference fees of \$2700. Maureen seconded the motion. Cindy (y), Tina (y), Maureen (y), D'Arlyn (y). Motion carried.
8. **Manicure Exam**
D'Arlyn brought up concern with question 4. She proposed a change. The board members received an email sent with that question and concern.
Maureen made a motion to approve the exam with the change. Tina seconded the motion. Cindy (y), Tina (y), Maureen (y), D'Arlyn (y). Motion carried.
9. **Van Dung Nguyen Reciprocity Application**
Van received his training in Pennsylvania. Pennsylvania requires 200 hours of training. He received that. He has worked since October of 2022, so he does not qualify for reciprocity under our rule. He had a temporary license since September from PA because that is what they issue for the first year. His actual license was issued in March 2023. He has 3017 hours of work. He will qualify under the rule 32-05-01-01.1 sub 3b.
D'Arlyn made a motion to approve Van's application for reciprocity with 200 hours of training in the nail tech program and 3000 hours of work experience qualifying under the rule 32-05-01-01.1 sub 3b. Cindy seconded the motion. Cindy (y), Tina (y), Maureen (y), D'Arlyn (y). Motion carried.
10. **Corissa Tetrault Exam Application**
Corissa checked yes for a conviction or arrest. She received a DUI.
Maureen made a motion to approve Corissa's exam application. Tina seconded the motion. Cindy (y), Tina (y), Maureen (y), D'Arlyn (y). Motion carried.
11. **Sandra Lynn Peterson Student Instructor Application**
Sandra checked yes for conviction or arrest. Steve reviewed her record with the board.
Maureen made a motion to approve Sandra's student instructors' application. Cindy seconded the motion. Cindy (y), Tina (y), Maureen (y), D'Arlyn (y). Motion carried.
12. **Kelly Olson Non-Licensed Salon**
Heather inspected the salon. Kelly is a licensed cosmetologist. She did not understand that she needed to license ⁱⁿ an assisted living home.

Maureen made a motion to place Kelly on a 6-months' probation for practicing without appropriate salon license according to 43-11-13 and Holly will send a letter to the facility. D'Arlyn seconded the motion. Cindy (y), Tina (y), Maureen (y), D'Arlyn (y). Motion carried.

13. Top Q Nails- Complaint

Heather did the salon inspection. The salon failed the inspection, and they had rasps. The owner was out of the country. An employee sent the board office a letter stating they were out.

Maureen made a motion to place Top Q Nails on a 6-months' probation with a \$250 fine for the invasive tools according to 43-11-01.8 and 32-02-01-11 sub 17, and a \$500 fine for the unlicensed according to 43-11-13 sub 2 worker equaling \$750 to be paid within 60 days upon execution of the settlement agreement and a reinspection. Tina seconded the motion. Cindy (y), Tina (y), Maureen (y), D'Arlyn (y). Motion carried.

14. Charley Rae's Hair Studio- Complaint

Angie received an email regarding a dog in a salon. It is an emotional support animal, not a service animal. Charley Rae was in the meeting and stated that part of the dog's duty is also to greet the clients.

D'Arlyn made a motion to place Charley Rae on a 6-months' probation to train her dog more appropriately according to 32-02-01-13, and a reinspection within the 6-months. Cindy seconded the motion. Cindy (y), Tina (y), Maureen (y), D'Arlyn (y). Motion carried.

15. Letters to States Attorney

We received information from Senior Assistant State's Attorney stating they do not investigate class B misdemeanors in Burliegh County we should be sending these letters to the local police department to be investigated by law enforcement agencies.

D'Arlyn made a motion to have Steve send the letters the board sent last month to the Burliegh County State's Attorney office to the local police department to be investigated by law enforcement agencies. Maureen seconded the motion. Cindy (y), Tina (absent), Maureen (y), D'Arlyn (y). Motion carried.

16. New Business

a. Lisel's pay raise.

Holly recommended a pay raise for Lisel.

Maureen made a motion to approve a pay raise for Lisel to \$22/hour starting July 1, 2024. D'Arlyn seconded the motion. Cindy (absent), Tina (y), Maureen (y), D'Arlyn (y). Motion carried.

17. Unfinished Business

a. Studio Nails

- i. Steve sent a follow-up letter. There is no signed settlement agreement, but Holly did receive their check for \$500 that was the fine.

b. Amber @ Jazzy Stylz

- i. Steve sent a follow-up letter.

c. Continuation of proposed administrative rule changes

i. Discussion only

18. Adjournment

Maureen made a motion to adjourn the meeting. Tina seconded the motion. Motion carried. Meeting adjourned at 2:46 pm.

The next regular meeting is scheduled for July 15, 2024, at 9:30 am.