

## MINUTES

South Carolina Board of Cosmetology

10:00 A.M., July 12, 2004

Board Meeting

Synergy Business Park

Kingstree Building

110 Centerview Drive, Conference Room 108

Columbia, South Carolina

Pat Adams, Chairman, of North, called the meeting to order at 10:12 a.m. Other Board members attending the meeting included: Melanie Thompson, Vice Chairman, of Myrtle Beach; Delores Gilmer, of Charleston; Rosanne Kinley, of Anderson; Ruth Settles, of Greenville; and Katherine Webb, of Easley.

Katherine Busby, of West Columbia, was granted an excused absence.

Staff members participating at various times during the meeting included: George Barr, Inspector; Ronnie Blackmon, Inspector; Sandra Dickert, Administrative Assistant; Eddie Jones, Administrator and Shirley Wider, Program Coordinator.

Members of the public included: Frances Archer, Ernie Buck, Eva Cooper, Mary Cox, Barbara Doss, Tracie Justice, Jay Lacy, Ken Lochridge, Margaret Miller, Susan Mole, Echo Morris, Nancy Poole, and Alan Ray.

### Meeting Called to Order

Ms. Adams announced that public notice of this meeting was properly posted at the S. C. Board of Cosmetology office, Synergy Business Park, Kingstree Building and provided to all requesting persons, organizations, and news media in compliance with Section 30-4-80 of the South Carolina Freedom of Information Act.

### Pledge of Allegiance

All present recited the Pledge of Allegiance.

### Invocation

Mr. Jones delivered the invocation.

### Rules of the Meeting Read by the Chairman

Ms. Adams read the rules of the meeting for all those present.

### Introduction of Board Members and All Other Persons Attending

The Board members, staff and members of the public attending the meeting introduced themselves for the record.

### Approval of the May 17, 2004 Meeting Minutes

#### MOTION

Ms. Gilmer moved the Board approve the minutes of the May 17, 2004 meeting. Ms.

Thompson seconded the motion, which carried with a majority vote. Ms. Webb refrained from voting since she was not yet a member of the Board.

#### Approval of Agenda

##### MOTION

Ms. Kinley moved the Board approve the agenda with any necessary deviations. The motion was seconded by Ms. Thompson and unanimously carried.

#### Chairman's Remarks - Pat Adams

Ms. Adams stated she attended the PCS training held for the school owners. She believes the Board would have positive results.

#### Administrator's Remarks, For Information - Eddie Jones

Mr. Jones welcomed Ms. Webb on behalf of the Board. He stated that he also attended the training held by PCS. He indicated he has heard concerns regarding the practical exam, which he would relate to the Board at a later time.

#### Advisory Opinions, If Needed, Office of General Counsel

There were no advisory opinions given during the July 17, 2004 meeting.

#### Legislative Update, If Needed, Legislative Liaison Office

There was no legislative update given during the July 12, 2004 meeting. However, a brief discussion ensued on the regulations that had been drafted a few years ago. The Board determined it needed to review the draft regulations at a meeting to be scheduled at a later date.

#### Ratification of Mail-In Ballots

##### a. Ballot 1 - Approval of Final Inspection on the Institute of Cosmetic Arts and Initial and Final Inspections on Love You Too Nail Academy (Approved)

On May 24, 2004 Raymond Lee, Inspector, and Melanie Thompson, Board member conducted a final inspection on the Institute of Cosmetic Arts and initial and final inspections on the Love You Too Nail Academy. Since the Board met on May 17, 2004 and would not meet again until July 12, 2004 mail ballots, along with the pertinent information, were mailed to the members and they were asked to cast their vote in approval or disapproval of the final inspection on the Institute of Cosmetic Arts and initial and final inspections on the Love You Too Nail Academy. The members were informed that the ballots would be ratified during the July 12, 2004 meeting. The Board voted unanimously to approve the final inspection on the Institute of Cosmetic Arts and initial and final inspections on the Love You Too Nail Academy.

##### MOTION

Ms. Thompson made a motion, seconded by Ms. Kinley and unanimously carried, that the Board ratify mail ballot one. Ms. Webb refrained from voting in this matter, as she was not yet a member of the Board.

##### b. Ballot 2 - Approval of Waiver of Exam - Barbara Jones (Disapproved) (5-1)

On June 8, 2004 the Board received a request from Barbara Jones asking the Board to consider reinstating her license without requiring her to first pass the practical exam. Ms.

Jones was going through a personal transition in January 2000 and contacted staff to request that her license be placed on inactive status. She was told that inactive status did not exist. She took a continuing education class on February 20, 2000 in Aiken. She did not receive an application to renew her license. In March 2004, she lost her job, which prompted her to have her cosmetology license reinstated. Since Ms. Jones' license has not been renewed since 2000 the practice act would require her to take the practical exam prior to renewal of her license. Since the Board would not be meeting again until July 12, 2004 the members were mailed ballots, along with the pertinent information, and were asked to cast their vote in approval or disapproval in this matter. The members were also notified that the ballots would be ratified during the July 12, 2004 meeting. The Board voted, by a majority vote of five to one (5-1) to disapprove Ms. Jones' request.

#### MOTION

Ms. Settles moved the Board ratify mail ballot two. Ms. Thompson seconded the motion, which carried unanimously. Ms. Webb refrained from voting in this matter, as she was not a member of the Board at the time this vote took place.

#### c. Ballot 3 - Approval of June 2004 DRC Reports (Approved)

The DRC met on June 7, 2004 to hear cases and approve the DRC Report, the Complaints Approval Report, the Disciplinary Report, and the Board Case Log Report. Since the Board would not be meeting until July 12, 2004 the members were mailed a ballot, with the DRC Reports, and were asked to cast their vote of approval or disapproval in this matter. The members were informed that the ballot would be ratified during the July 12, 2004 meeting. The members voted unanimously to approve the DRC Reports.

#### MOTION

Ms. Gilmer moved the Board ratify mail ballot three. The motion was seconded by Ms. Thompson and carried. Ms. Webb refrained from voting in this matter, as she was not a member of the Board at the time this vote took place.

#### d. Ballot 4 - Approval of New School Initial Inspection, Lacy Cosmetology School (Approved)

On June 21, 2004 the Board received a new school application from Lacy Cosmetology School. The new school would be located at 2361 Augusta Highway, Lexington, South Carolina and would teach cosmetology, esthetics, and manicuring. Since the Board would not be meeting again until July 12, 2004 the Board members were mailed ballots, along with the application, and the members were asked to cast their vote of approval or disapproval in conducting an initial inspection on the school. The members were also informed that the ballot would be ratified during the July 12, 2004 Board meeting. The Board voted unanimously to conduct an initial inspection on the school.

#### MOTION

A motion was made by Ms. Thompson, seconded by Ms. Gilmer and unanimously carried, to ratify mail ballot four.

#### Unfinished Business

There was no unfinished business to be discussed at this meeting.

## New Business

### 1. Dry Pedicure - Eva Cooper

Ms. Eva Cooper appeared before the Board at this time. She presented the members with a brochure regarding dry pedicures.

Ms. Cooper stated she hails from the Czech Republic and has been in the United States for two years. She indicated a dry pedicure was invented approximately six years ago in Slovakia for diabetic patients. She further stated she is not licensed. She asked the Board how individuals could become licensed to perform this service. She went on to say the two individuals attended school for three years and thirty days. She is willing to open a school to teach this procedure or would be willing to teach the procedure in a currently licensed school.

## MOTION

Ms. Thompson moved the Board defer this matter to executive session for further discussion and review of the material. The motion was seconded by Ms. Kinley and unanimously carried.

### 2. Approval of Change to October 2004 Instructor Continuing Education Course - Charleston Cosmetology Institute (on behalf of SCACS)

On June 28, 2004 the Board received a request from Mr. Jerry Poer, of the Charleston Cosmetology Institute, on behalf of SCACS, asking the Board to approve changes in material to be presented during the October 2004 instructor continuing education seminar to be held at the Sheraton Hotel in Columbia.

## MOTION

A motion was made by Ms. Thompson and seconded by Ms. Gilmer that the Board approve the change of material. The motion carried unanimously.

### 3. Approval of Instructor, John Flud - Cura Cosmetology School

On July 6, 2004 Tammie Stevens, of Cura Cosmetology School, submitted a request to the Board asking the Board to approve John Flud as a instructor for the forty-five hour Methods of Training Course.

## MOTION

A motion was made by Ms. Kinley, seconded by Ms. Webb, that the Board approve Ms. Stevens' request. Ms. Thompson amended the motion to approve Mr. Flud until verification of all documentation has been presented. Ms. Gilmer seconded the amendment, which carried unanimously.

### 4. Approval of Change of Location for Vocational School - Florence-Darlington Technical College

On June 28, 2004 staff received an application from Florence-Darlington Technical College, for the school to change its current location in Florence, South Carolina to 122 Palmetto Road, Darlington, South Carolina. A Board member and staff must inspect the

school prior to opening at the new location. Ms. Mary Cox, of Florence-Darlington Technical College, indicated the new facility would be in a location owned by Florence-Darlington Technical College.

#### MOTION

Ms. Settles moved the Board approve the Board conduct an initial inspection of the new location. Ms. Thompson seconded the motion, which carried unanimously.

#### 5. Board Member Reports

Deloris Gilmer

Ms. Gilmer stated she attended the practical exam training session sponsored by PCS.

#### Reciprocity Report

May 2004

During May 2004, the Board licensed two estheticians and 46 cosmetologists.

June 2004

During June 2004, the Board licensed 30 cosmetologists and three estheticians.

Ruth Settles

Ms. Settles had no report.

Melanie Thompson

Ms. Thompson conducted the preliminary and final inspections on the Love You Too Nail Academy on May 24, 2004.

Rosanne Kinley

Ms. Kinley stated she also attended practical exam training sponsored by PCS. She noted that there was a low turn out of examiners. She indicated the National Conference would be held August 28-30, 2004, in Richmond, Virginia.

Mr. Jones stated PCS would be conducting another examiner training session on August 14-15, 2004.

Ms. Adams asked staff to provide Ms. Webb with a list of approved continuing education classes so she may choose approximately eight courses for monitoring. She further stated she would assign members to monitor the practical exam when she receives testing dates. Mr. Jones stated PCS would be conducting the practical exams on the third Monday of each month and that the exams would be conducted at the Holiday Inn Northeast.

#### MOTION

At 10:53 a.m., Ms. Kinley moved the Board take a ten-minute recess. Ms. Thompson seconded the motion, which carried unanimously.

## Return to Public Session

The Board returned to public session at 11:10 a.m.

## Discussion Items

There were no discussion items for the July 12, 2004 meeting.

## Public Comments

Mr. Ken Lochridge noted how smoothly the meeting has gone. He went on to say he feels sure Ms. Webb would be asset to the Board. He gave a hand to Susan Mole, of USC, whose last day is this week. He indicated he would miss her.

Ms. Susan Mole stated Margaret Miller would be serving as Interim Director. She introduced Traci Justice would be the CE Coordinator while the job is posted. She indicated her last day would be Wednesday, July 14, 2004.

## Executive Session

### MOTION

Ms. Kinley made a motion, seconded by Ms. Thompson and unanimously carried, that the Board enter executive session.

## Return to Public Session to Report on Executive Session

Ms. Adams noted for the record that no motions were made and no votes were taken during executive session.

## Approval of the July 2004 DRC Reports

### MOTION

Ms. Kinley moved the Board approve the July 2004 DRC Report, the Complaints Approval Report, the Disciplinary Report, and the Disposition Report. Ms. Thompson seconded the motion, which carried unanimously.

## Dry Pedicures - Eva Cooper

Ms. Thompson asked Ms. Cooper if the two professional individuals would be performing the dry pedicures or to teach the dry pedicure. Ms. Cooper stated the individuals would be performing the dry pedicures. Ms. Thompson stated the Board could not consider granting licensure to the individuals until completed applications have been received. Ms. Adams stated the Board would review their qualifications for licensure once the applications have been received. She indicated she did not investigate the education requirements and took a correspondence cosmetology course, which she now understands the Board will not accept.

## Public Comments (continued)

Ms. Echo Morris stated the Board received a letter during the last meeting regarding a complaint from a participant in a continuing education course sponsored by NCASC. She briefed the Board on the continuing education course.

## Adjournment

There being no further business to be discussed at this time, Ms. Thompson moved the meeting be adjourned. Settles seconded, carried.

The July 12, 2004 meeting of the SC Board of Cosmetology adjourned at 1:23 p.m.