

*Wyoming Board of Cosmetology  
Board Meeting  
January 12, 2009*

**Location:** Parkway Plaza  
Railroad Room  
Casper, Wyoming

**Time:** 9:30 am

President Diane Pennington called meeting to order at 9:46 am.

**Roll Call (Present):**

President Diane Pennington, Vice President Brenda Schwartzkopt via conference call, Secretary Darci Kite, and Board member Christine Chesser were present. Board member Kirby Morris was excused. Also in attendance were Wyoming Board of Cosmetology Executive Director, Betty Abernethy and Inspectors Brenda Mathre and Matt Cisneros. Chris Chesser moved to approve the minutes of the Sept. 10, 2008 board meeting. Diane Pennington second the motion, motion carried.

**Executive Director's Report:**

Betty Abernethy presented the financial statement. Total revenue up, fee increase, and taking charge cards have helped. There is a consistent balance in reserves. Also 233 salons have not renewed, as well as 60 independent contractors, so more revenue still to come in. The deadline is March 15<sup>th</sup> to send in renewal fee and late fee or they will have to start process of licensing all over. When the supplemental budget is approved by the governor then office staff hours can be increased as well as inspectors hours to meet demand. We might also want to consider training Matt Cisneros at the Examiners Training Session too. Everyone thought that this made common sense. Betty Abernethy also pointed out the breakdown in paid benefits. Diane Pennington then asked about how we were doing with the % remaining with revenue. Betty Abernethy said that we are right on track, but the numbers will change when we receive the supplemental budget.

A decision was made to eliminate the lip wax process in the Revised Practical Esthetician CIB due to the fact that we are testing same procedure on eyebrow.

Examiner training will be held on Sat. March 7<sup>th</sup> and exams on March 8<sup>th</sup>. We are to meet in Casper for the weekend Friday night March 6<sup>th</sup>. There will be no Board Meeting on March 9<sup>th</sup>.

Diane Pennington, after having gone through training for Presidents of Boards, has let us know that her job entails overseeing Board office hours and auditing the Board's books.

Chris Chesser also suggested that all out-of-state travel by staff should be approved by the Board and entered into the minutes. Also, the date for the internal audit, to be

performed quarterly, should be determined between the President and Director of the Board. Darci Kite made the motion that all out-of-state travel be determined by the Board during the Board Meeting or at the discretion of the Board President. Chris Chesser seconded the motion. Motion passed. Brenda Schwartzkopt then made the motion that the President and Director of the Board are to meet quarterly to do an internal audit of the State Board Books, to be held at State Board office. Chris Chesser seconded the motion. Motion passed.

**Inspector's Report:**

Both inspectors, Brenda Mathre and Matt Cisneros were present to answer questions. Summary of inspections done in 2008: 230 Independent Contractors out of 700 total.

283 salon Inspections out of 618 total.

Betty Abernethy interjected that as Matt Cisneros comes on as an employee and his hours increased that more consistently inspections could be done. Also, that if and when beneficial and necessary, Betty Abernethy would issue a state car for Matt Cisneros.

**Unfinished business:**

The NIC Contract is now in process and to be approved by Diane Pennington. She also brought up the concern of the validity of Licenses in Asian Salons.

A review and revising of the Wyoming State Board of Cosmetology rules have been designated as follows; Chris Chesser-Chapter 6, Brenda Mathre-Chapters 10,7,1 and 2, Betty Abernethy-Chapter 13, Brenda Schwartzkopt-chapters 3 & 4, Chris Chesser and Brenda Mathre-chapter 5, Darci Kite-chapter 1 & scope of practice for Esthetics, Attorney General office chapters 11 & 12.

**New Business:**

-2009 Region 3 & 4 meeting will be held in Sacramento, CA April 3-5, 2009. Chris Chesser will not be attending. Brenda S, Betty Abernethy and Darci Kite will be attending.

-2009 Annual Conference will be held in Myrtle Beach, SC. September 25-28, 2009. We will Fly out on the 24<sup>th</sup> of September and return in the 29<sup>th</sup>. Chris will not be attending. Brenda Schwartzkopt, Betty Abernethy and Darci Kite will be attending.

-Chris Chesser made the motion to approve travel for all three attending the 2009 regional and annual conferences. Darci Kite second the motion, motion carried.

Also brought to the Boards attention was that Matt Cisneros should attend the NIC .Inspectors Program. It was agreed by the Board that Matt Cisneros out of state travel should also be approved by the Board or the Boards' President.

Concerning the letter from Dawn Gertsch, she brought to the Boards attention the conflicting information between the Esthetics scope of practice and the Boards rules and regulations, It was agreed that chapter 10 &1 needs to be addressed to rectify any conflicts.

Concerning the application for hour transfer from Gaina Uliana from republic of Moldova the board agreed that Gaina does not meet hours for nail extensions and that the school hours and curriculum taught are unclear. Darci Kite made the motion, the hours in Moldova are not transferable and that documentation of hours is not clear. Brenda Schwartzkopt second the motion, Motion carried.

The election of new officers for 2009 for Secretary and Vice President were elected by acclamation. Chris Chesser made the motion, Diane Pennington second the motion, motion carried, that Darci Kite would remain in the position of Secretary and also Brenda Schwartzkopt would remain as Vice President. Chris Chesser then made the motion that Diane Pennington would remain as President. Darci Kite second the motion, motion carried.

The school application sent in by Annette Curry for the International Academy in Laramie, WY., Betty Abernethy saw no problem with. She said the paperwork was in order and also with the name change "Gem City Academy of Cosmetology," there was no problem. Betty Abernethy said she would address the typos in their Brochure. Chris Chesser then made the motion to accept the application, Darci Kite second the motion, motion carried.

A motion was then made by Brenda Schwartzkopt to drop the hard wax procedure on eyebrows in the exam from the CIB. Darci Kite second the motion, motion carried.

Chris Chesser then made the motion to enter into Executive Session. Darci Kite second the motion, motion carried.

After finalizing Executive Session, Chris Chesser then made the motion to reconvene into open session. Brenda Schwartzkopt second the motion, motion carried.

Brenda Schwartzkopt made the motion to dismiss complaint #BC 07-009. Darci Kite second the motion, motion carried.

Chris Chesser then made the motion that disciplinary action be taken on case #BC-08-003. Darci Kite second the motion, motion carried.

Chris Chesser then made the motion to adjourn session, Darci Kite second the motion, motion carried.

Respectfully Submitted,  
Darci Kite

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Concerning DA-Vi-Nails in Gillette, WY, notification was sent by letter.

Concerning complaint #BC 07-009, Nail Unique in Cheyenne, WY, over sanitation, nothing was found as an issue after 3 inspections. The Board agreed that the complaint should be dismissed.

Concerning complaint # BC 08-003, Andy's Nails, it was deemed as a viable violation of sanitation procedure, after Chris Chesser and Matt Cisneros did an inspection. The violation involved a pedicure, sanitation and blood spill procedure was in violation. The Board agreed that action should be taken against license involving case #BC-08-003 by the Attorney Generals Office.

Respectfully Submitted,  
Darci Kite