

**Oregon Health Licensing Agency (OHLA)
Board of Cosmetology
Minutes of November 25, 2008**

This set of minutes is a draft version from the Board of Cosmetology meeting held on November 25, 2008, and must be approved by the Board at the next regularly scheduled board meeting.

MEMBERS PRESENT

Mike Snook, Chairperson
Debora Masten, Practitioner
Linda Bergmann, Practitioner
Sharon Wiser, Practitioner
Patricia Hall, Practitioner
Herb Hirst, Public Member

STAFF PRESENT

Susan K. Wilson, Director
Tim Molloy, Regulation Manager
Dixie Bryant, Program Operations Manager
Sarah K. Hoggatt, Board & Qualifications Specialist
Sammie Patnode, Examination & Qualification Analyst
Tricia Allbritton, Senior Policy & Strategic Analyst

GUESTS

None

CALL TO ORDER

Mr. Snook, Chair, called the meeting of the Board of Cosmetology to order at 1:38 p.m. on November 25, 2008, at the Oregon Health Licensing Agency, Rhoades Conference Room, 700 Summer Street NE, Salem, Oregon. The reason for the full board meeting is to consider proposed temporary administrative rules and executive session.

EXECUTIVE SESSION

Mr. Snook convened Executive Session under ORS 92.660(1) (f) at 1:41 p.m. for the purpose of reporting the investigation of Enforcement File 08-5105. The substance of the discussion on the matter will remain confidential so as not to interfere with law enforcement proceedings. Executive Session concluded at 2:13 p.m.

REGULAR SESSION

Mr. Snook, Chairperson, reconvened regular session at 2:14 p.m. No action or recommendations were made on Enforcement File 08-5105.

Ms. Allbritton stated the agency is filing temporary administrative rules to address the requirements for completing fingerprint and criminal background checks to determine the fitness of individuals applying for authorization to be issued or renewed a license by the agency. The rules clarify requirements for acceptable documentation including government issued identification and social security card of applicants to strengthen applicant qualification criteria. These rules are needed to mitigate use of false identification and/or misrepresentation of personal information, to reduce potential agency liability and secure license issuance and renewal procedures.

The Board of Cosmetology is filing temporary rules which repeal the use of interpreter assisted examinations and specify identification requirements stipulated in the Oregon Health Licensing Agency's temporary rule. The emergency rules will be filed within the next week, sent to the schools and posted on the Website.

Ms. Patnode said the agency has temporarily suspended the acceptance of LaserGrade exam scored and will be reviewing the process for accuracy and security. Applicants may continue to take the examination at the Oregon Health Licensing Agency in Salem. In most cases, applicants who take and pass the examination at the agency receive same-day certification.

Ms. Allbritton explained as of December 1, 2008, the agency and Board of Cosmetology are terminating partnerships with interpreter agencies providing interpretation services for license applicants due to temporary rule requirements.

Questions from the board concerning background checks were clarified.

MEETING ADJOURNMENT

The meeting was adjourned at 2:23 p.m.

I attest that the Board of Cosmetology minutes of November 25, 2008, is a true and accurate reflection of the matters discussed and the views of the participants.

Sarah K. Hoggatt, Board Specialist

Date