

BOARD OF ELECTROLYSIS EXAMINERS

DATE: January 15, 2009

TIME: 10:00 a.m. C.S.T.

LOCATION: Heritage Place, Metro Center
Poplar Conference Room
227 French Landing, 1st Floor
Nashville, TN 37243

MEMBERS PRESENT: Dorothy Goode, Electrologist
Richard Collier, Educator
Jewel Dedmon, Consumer Member

MEMBER ABSENT: Eldon Pippin, Electrologist, Chair

STAFF PRESENT: Marva Swann, Board Director
Karen Robinson, Board Administrator
Mona N. Jean-Baptiste, Board Attorney
Libby Miller, Health Related Boards Director
Juanita Stone, Investigations Coordinator

Rulemaking Hearing

Mona Jean-Baptiste conducted a rulemaking hearing which was convened at 10:10 a.m. for the purpose of amending Rules 0540-3.06 (4) (f) regarding fees paid by electrology instructors to renew license, 0540-1-.04 regarding qualifications and licensure, and 0540-3-.04 regarding standards of licensure.

There were no comments from the public.

Board Meeting

With a quorum being present, Ms. Jean-Baptiste called the meeting to order at 10:30 a.m.

Conflict of Interest

Ms. Jean-Baptiste presented the new Conflict of Interest Policy that went into effect November 1, 2008. Board members were asked to review and sign the policy paying particular attention to numbers six (6) and seven (7), which refer to their serving as an officer or in a policy-making role in any trade or professional association while serving on the Board.

Members were directed to submit any questions on interpretation of the Conflict of Interest Policy to Mr. Al Partee, Ethics Compliance Officer for the Department of Health.

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Office of General Counsel Report

Ms. Jean-Baptiste presented the following OGC report:

Rules

Rule packets 0540-.01-.06, Fees, 0504-.01-.04 Qualifications for Licensure, and 0540-.03-.04, Standards for Licensure for which a rulemaking hearing was conducted before the meeting will require approval by the Board by a roll call vote.

Litigation

There were no pending litigation matters for the Board at this time.

Election of Secretary

Ms. Swann introduced and welcomed Ms. Jewel Dedmon as the Board's new consumer member. Ms. Dedmon takes the place of Kara Covington who was also the Board's Secretary.

In the absence of the Board Chair, Eldon Pippin and the replacement of the Board's secretary, an election was held to elect a new secretary. Mr. Collier made a motion, seconded by Ms. Dedmon to elect Dorothy Goode as Board secretary. The motion carried.

Ms. Goode took leadership of the meeting.

Approval of Minutes

Mr. Collier made a motion seconded by Ms. Dedmon to approve the minutes for the July 24, 2008 board meeting and the October 29, 2008 teleconference as amended. The motion carried.

Investigative/Disciplinary Report

Ms. Stone presented the investigative report that indicated that there are three open complaints. There are no licensees currently being monitored for discipline.

Financial Report

Ms. Swann presented the financial report for FY 2008 which indicated revenue of \$18,513.00 with expenditures of \$24,095.00 leaving a deficit of \$5,582.00.

Administrator's Report

Ms. Robinson gave the following licensure report from June 1, 2008 through December 31, 2008:

- Fifty (50) active licensees

- Three (3) new licensees
- One (1) reinstatement

Continuing Education Audit

Eleven (11) licensees were audited from January 1, 2008 through August 31, 2008. All were 100% in compliance.

Ratification of Licenses

Mr. Collier made a motion seconded by Ms. Dedmon to ratify the list of new licenses and reinstatements. The motion carried.

New Licenses

Lisa Renae Horwath
Joann Rucker Johnson
Victoria Walker Thompson

Reinstatement

Stephanie Michele Peek

Applicant Review

Following review and discussion, Ms. Dedmon made a motion seconded by Mr. Collier to approve **Dena Charles** to take the practical examination to be administered by the Board. The motion carried.

Roll Call Vote

A roll call vote was taken to approve the rules presented at the rulemaking hearing conducted before the meeting regarding 0504-01.06 fees, 0504-01.04 regarding qualifications for licensure, and 0504-03.04 regarding standards for licensure. The motion carried with all members voting to approve.

Other Business

Ms. Jean-Baptiste was asked to research and draft a policy regarding the use of lasers by electrologists.

2010 Board Meeting Dates

- January 14, 2010
- June 17, 2010

Adjournment

The meeting adjourned at 11:30 a.m.

These minutes were ratified at the June 18, 2009 meeting.

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