

OHIO STATE COSMETOLOGY AND BARBER BOARD

1929 Gateway Circle
Grove City, Ohio 43123

Board Meeting Minutes
September 8, 2020

Agenda item #1: CALL MEETING TO ORDER

Chairman Thomas Taneff called the meeting to order at 1:06 pm. The meeting was held via Microsoft Teams.

Agenda item 1a: Roll Call

- Mr. Thomas Taneff, Chairperson – present
- Ms. NeCole Cumberlander – present
- Mr. Luke Hanks – present
- Ms. Clara Osterhage – present
- Mr. Charles A. Penzone – present
- Ms. Jessica Price-Kovach – present
- Mr. Kenji Prince -present
- Ms. Tasha Sheipline – present
- Ms. Kim Thomas – present
- Ms. Rowena Yeager- present
- Ms. Jennifer Wolfe, MSN, APRN, NP-C – not present

Agenda item 1b: Pledge of Allegiance to the Flag of the United States of America

Chairman Taneff led the Board, Executive Director, Margaret Rolf, Deputy Director, Lori Pearson, Board in-house Counsel, Charley Yaniko, Assistant Attorney General, Maggie O’Shea, and Information Technologist 3, Thomas Nguyen, and members of the general public in attendance in the pledge of allegiance.

Agenda item 1c: Approval of Meeting Agenda

Ms. Kim Thomas moved for the approval of the proposed meeting agenda was and was seconded by Ms. NeCole Cumberlander. Roll call was called.

- Mr. Thomas Taneff, Chairperson – yes
- Ms. NeCole Cumberlander – yes
- Mr. Luke Hanks – yes
- Ms. Clara Osterhage – yes
- Mr. Charles Penzone - yes
- Ms. Jessica Price-Kovach – yes
- Mr. Kenji Prince -yes
- Ms. Tasha Sheipline – yes
- Ms. Kim Thomas – yes
- Ms. Rowena Yeager- yes

Agenda item #2: APPROVAL OF PREVIOUS MEETING MINUTES

Agenda item 2a: Approval of Previous Meeting Minutes – July 14, 2020

Ms. Rowena Yeager moved for the approval of the July 14, 2020 meeting minutes and was seconded by Ms. Clara Osterhage. Roll call was called.

- Mr. Thomas Taneff, Chairperson – yes
- Ms. NeCole Cumberlander – yes
- Mr. Luke Hanks – yes
- Ms. Clara Osterhage – yes

- Mr. Charles Penzone - yes
- Ms. Jessica Price-Kovach – yes
- Mr. Kenji Prince -yes
- Ms. Tasha Sheipline – yes
- Ms. Kim Thomas – yes
- Ms. Rowena Yeager- yes

Agenda item #3: Officer and Staff Reports

Agenda item 3a: Report from the Chairperson

Mr. Taneff did not have a report but acknowledged the efforts of Executive Director Rolf during her first year on the job.

Agenda item 3b: Executive Director’s Report

Executive Director Rolf reported that the board has been working with the Department of Administrative Services (DAS) and a vendor they have engaged to identify a new solution for our document management system which is ending its life cycle and will not be maintained. The board engaged in a strategic plan exercise for the Board’s consideration which feeds in to the FY22/FY23 budget request that is due to the Office of Budget and Management on September 15. In the recommended scenario, we attempt to be outstanding stewards of the licensing revenue we anticipate we will receive. Personnel costs, our largest expense, are budgeted to remain steady. In FY22 we will not seek to fill any current vacant positions. eLicense fees to DAS are the second largest expense and are projected to see a significant increase and we are currently working to identify how we can perhaps better control these expenditures while also exploring with DAS what services, if any, we can avoid, to reduce our costs. Our third largest expense is our current office space. The lease expires on June 30, 2021 and we will begin working with DAS Real Estate shortly to look for space that meets the current needs of the board while also maintaining easy accessibility for licensees and students looking to test. In developing the budget proposal, we believe our revenues will fall, despite a recent fee increase. This results in an actual proposed submission less than our FY21 allocation.

Barber renewals are currently underway and have until December 1 to complete their application. The portal for cosmetology renewals opens on October 3. Licensees must have completed their CE requirements to be eligible for renewal. If the CE requirement is not marked as completed in the CE Broker site, the licensee will not be eligible to renew their license until proof of completion is received. Licensees are able to check their CE completion status through their CE Broker account. As a reminder, the Board reduced the required 8 hours of CE to: 2-hours infection control and safety and the 1- hour board laws and rules. Both courses are available for free on the Board’s website.

We are scheduling in November for examinations. An additional theory only (retake) exam date has been opened on Saturday, September 12 with 24 slots. Currently, we have 168 individuals in an exam eligible status, meaning they can schedule an examination.

The only bill that has had activity since our last Board meeting of interest is [HB 263](#) which removes criminal restrictions on certain licenses and would remove references to good moral character in Chapters 4709 and 4713 of the Revised Code. The bill has passed the Ohio House of Representatives and was referred to the Senate Transportation, Commerce, and Workforce Committee for consideration and received sponsor testimony this past week.

Since our last meeting, we had two schools close. H2 Academy (barber school) and H2 Healthy Hair (cosmetology school) closed on August 21, 2020 and shared the same owner.

The Governor's office has requested all state employees who currently are in a work from home status to continue until at least January 4, 2021.

An All-Staff Meeting was held virtually on August 24. During that meeting, we recognized staff who have been with the state for various milestone years and two staff members who received what we call the GEM Award – GEM stands for “Going the Extra Mile”. Inspector Scott Buckridge and Examination Scheduler Shelly Pfeifer were nominated by their peers for their extraordinary contributions to the board this year. Because many of us will continue to work remotely for the time being, we will be holding brief monthly all-staff meetings between now and the end of the year. Board member participation in these meetings are welcome.

Agenda item #4: Committee Reports

There were no Committee Reports.

Agenda item #5: Old Business

There was no old business.

Agenda item #6: New Business

Agenda item 6a: Rules for Consideration for Amendment

Ms. Clara Osterhage moved to approve the proposed rules for amendment to 4713-21-04 and 4713-21-06 and Ms. Kim Thomas seconded. Roll call was called.

- Mr. Thomas Taneff, Chairperson – yes
- Ms. NeCole Cumberlander – yes
- Mr. Luke Hanks – yes
- Ms. Clara Osterhage – yes
- Mr. Charles Penzone - yes
- Ms. Jessica Price-Kovach – yes
- Mr. Kenji Prince -yes
- Ms. Tasha Sheipline – yes
- Ms. Kim Thomas – yes
- Ms. Rowena Yeager- yes

Agenda item 6b: Annual Report

Ms. Clara Osterhage moved to approve the Annual Report for FY2020 and updated legislative recommendations and Ms. Rowena Yeager seconded. Roll call was called.

- Mr. Thomas Taneff, Chairperson – yes
- Ms. NeCole Cumberlander – yes
- Mr. Luke Hanks – yes
- Ms. Clara Osterhage – yes
- Mr. Charles Penzone - yes
- Ms. Jessica Price-Kovach – yes
- Mr. Kenji Prince -yes
- Ms. Tasha Sheipline – yes
- Ms. Kim Thomas – yes
- Ms. Rowena Yeager- yes

Agenda item 6c: Strategic Plan

Ms. NeCole Cumberlander moved to approve 2020-2024 Strategic Plan and Ms. Clara Osterhage seconded. Roll call was called.

- Mr. Thomas Taneff, Chairperson – yes
- Ms. NeCole Cumberlander – yes
- Mr. Luke Hanks – yes
- Ms. Clara Osterhage – yes
- Mr. Charles Penzone - yes
- Ms. Jessica Price-Kovach – yes
- Mr. Kenji Prince -yes
- Ms. Tasha Sheipline – yes
- Ms. Kim Thomas – yes
- Ms. Rowena Yeager- yes

Agenda item 6d: FY22/FY23 Budget

Ms. Clara Osterhage moved to approve the FY22/FY23 budget and Ms. NeCole Cumberlander seconded. Roll call was called.

- Mr. Thomas Taneff, Chairperson – yes
- Ms. NeCole Cumberlander – yes
- Mr. Luke Hanks – yes
- Ms. Clara Osterhage – yes
- Mr. Charles Penzone - yes
- Ms. Jessica Price-Kovach – yes
- Mr. Kenji Prince -yes
- Ms. Tasha Sheipline – yes
- Ms. Kim Thomas – yes
- Ms. Rowena Yeager- yes

Agenda item 6e: Reciprocity Applicants Under R.C. Section 4709.08

Ms. Clara Osterhage moved to approve the issuance of a license to Miguelangel Gonzales based upon the waiver of the requirements of Section 4709.08 of the Ohio Revised Code, however, he must successfully pass the Ohio Barber examination and Mr. Kenji Prince seconded. Roll call was called

- Mr. Thomas Taneff, Chairperson – yes
- Ms. NeCole Cumberlander – yes
- Mr. Luke Hanks – yes
- Ms. Clara Osterhage – yes
- Mr. Charles Penzone - yes
- Ms. Jessica Price-Kovach – yes
- Mr. Kenji Prince -yes
- Ms. Tasha Sheipline – yes
- Ms. Kim Thomas – yes
- Ms. Rowena Yeager- yes

Ms. Clara Osterhage moved to approve the issuance of a license to Alex Deliz based upon the wavier of the requirements of Section 4709.08 of the Ohio Revised Code, however, he must successfully pass the Ohio Barber examination and Ms. Rowena Yeager seconded. Roll call was called.

- Mr. Thomas Taneff, Chairperson – yes
- Ms. NeCole Cumberlander – yes
- Mr. Luke Hanks – yes
- Ms. Clara Osterhage – yes
- Mr. Charles Penzone - yes
- Ms. Jessica Price-Kovach – yes
- Mr. Kenji Prince -yes
- Ms. Tasha Sheipline – yes
- Ms. Kim Thomas – yes
- Ms. Rowena Yeager- yes

Ms. Rowena Yeager moved to approve the issuance of a license to Randy Martinez based upon the waiver of the requirements of Section 4709.08 of the Ohio Revised Code and Ms. Kim Thomas seconded. Roll call was called.

- Mr. Thomas Taneff, Chairperson – yes
- Ms. NeCole Cumberlander – yes
- Mr. Luke Hanks – yes
- Ms. Clara Osterhage – yes
- Mr. Charles Penzone - yes
- Ms. Jessica Price-Kovach – yes
- Mr. Kenji Prince -yes
- Ms. Tasha Sheipline – yes
- Ms. Kim Thomas – yes
- Ms. Rowena Yeager- yes

Mr. Luke Hanks moved to waive the 18 months of work experience for Ronald Bey based upon the waiver of the requirements of Section 4709.10 of the Ohio Revised Code and Ms. Rowena Yeager seconded. Roll call was called.

- Mr. Thomas Taneff, Chairperson – yes
- Ms. NeCole Cumberlander – yes
- Mr. Luke Hanks – yes
- Ms. Clara Osterhage – yes
- Mr. Charles Penzone - yes
- Ms. Jessica Price-Kovach – yes
- Mr. Kenji Prince -yes
- Ms. Tasha Sheipline – yes
- Ms. Kim Thomas – yes
- Ms. Rowena Yeager- yes

Mr. Luke Hanks asked for a reconsideration of the Meeting Minutes from July 14, 2020. The minutes stated that he had voted “no” regarding *Agenda item 6b: Distance education resolution*. Mr. Hanks stated that his notes said that he had voted “yes” and requested that the minutes be corrected to reflect his actual vote. Ms. Rowena Yeager moved to reopen the approval of the July 14, 2020 minutes to amend the clerical error and was seconded by Mr. Luke Hanks. Roll call was called.

- Mr. Thomas Taneff, Chairperson – yes
- Ms. NeCole Cumberlander – yes
- Mr. Luke Hanks – yes
- Ms. Clara Osterhage – yes
- Mr. Charles Penzone - yes
- Ms. Jessica Price-Kovach – yes
- Mr. Kenji Prince -yes
- Ms. Tasha Sheipline – yes
- Ms. Kim Thomas – yes
- Ms. Rowena Yeager- yes

Agenda item 6f: Board orders to enforce notices of opportunity for hearing – group approval

Mr. Luke Hanks moved to approve Board Orders listed as items #1 through item #139 on the Administrative Action report dated September 8, 2020, as Orders of the Board and enter them upon the Board’s journal as exhibit to the record and Ms. Clara Osterhage seconded. Roll call was called.

- Mr. Thomas Taneff, Chairperson – yes
- Ms. NeCole Cumberlander – yes
- Mr. Luke Hanks – yes
- Ms. Clara Osterhage – yes
- Mr. Charles Penzone - yes
- Ms. Jessica Price-Kovach – yes
- Mr. Kenji Prince -yes
- Ms. Tasha Sheipline – yes
- Ms. Kim Thomas – yes
- Ms. Rowena Yeager- yes

Agenda item #6g: Consent Agreement approval – group approval

Ms. Clara Osterhage moved to approve Consent Agreements listed as items #140 through item #171 on the Administrative Action report dated September 8, 2020 as Orders of the Board and enter them upon the Board’s journal as exhibit to the record and Ms. Rowena Yeager seconded. Roll call was called.

- Mr. Thomas Taneff, Chairperson – yes
- Ms. NeCole Cumberlander – yes
- Mr. Luke Hanks – yes
- Ms. Clara Osterhage – yes
- Mr. Charles Penzone - yes
- Ms. Jessica Price-Kovach – yes
- Mr. Kenji Prince -yes
- Ms. Tasha Sheipline – yes
- Ms. Kim Thomas – yes
- Ms. Rowena Yeager- yes

Agenda item #7: Public Testimony

Executive Director Rolf stated that no public testimony was provided.

Agenda item #8: Adjournment

Ms. Rowena Yeager moved for adjournment and Ms. NeCole Cumberlander seconded. Roll call was called.

- Mr. Thomas Taneff, Chairperson – yes
- Ms. NeCole Cumberlander – yes
- Mr. Luke Hanks – yes
- Ms. Clara Osterhage – yes
- Mr. Charles Penzone - yes
- Ms. Jessica Price-Kovach – yes
- Mr. Kenji Prince -yes
- Ms. Tasha Sheipline – yes
- Ms. Kim Thomas – yes
- Ms. Rowena Yeager- yes

The Board adjourned at 1:43 pm.