

**Arkansas Department of Health
Cosmetology Technical Advisory Committee**

September 19, 2011

9 a.m.

Freeway Medical Building
5800 W. 10th Street, Ste. 801, Little Rock, AR

Cosmetology Technical Advisory Members:

Present:

Kimberly Ford	Jeannie Bonds
Sandy Davis	Roger Barnes
Rebecca Arguello	Jacqueline Reynolds

ADH – Cosmetology Staff Members:

Present:

Kelli Kersey, Cosmetology Section Chief
Reginald Rogers, ADH Attorney
Rose Horner, Cosmetology Inspector
Lavonne Lester Cosmetology Inspector
Pat Jackson, Cosmetology Inspector
Renee Mallory, Branch Chief, Lic. & Reg.

Teri Cravotta, Admin. Specialist
Michelle Rudolph, Bus. Oper. Spec.
Brenda Morgan, Cosmetology Inspector
Vera Wood, Cosmetology Inspector
Anastashia Flowers, Admin. Specialist

Proceedings:

· **Meeting called to order** at 9:06 a.m.

· **New Members** – The meeting opened with Section Chief, Kelli Kersey, introducing the newly appointed 2011-2013 Cosmetology Technical Advisory Committee members. Each member gave their name and a brief history of themselves.

Chief Kersey opened the floor with nominations for Chairman and Vice-Chairman. The nominations of Kimberly Ford and Rebecca Arguello were given. Kimberly Ford was chosen as Chairman and Rebecca Arguello as chosen as Vice-Chairman.

· **Meeting Minutes** – A motion was made and seconded to accept the July 18th meeting minutes. Motion approved.

· **Paid Violations** – A motion was made and seconded to approve the listing of paid violations. Motion approved. (See attached list)

· **Program Updates**

- **New Software** - Chief Kersey updated the Committee regarding the new software program for the Section. The launch date will be November 15, 2011 as other portions will be added no later than January 2012 (inspections). She stated that the new program will be beneficial for the office, as it is an web-based software and will help to make daily work more effective and efficient to all users.

- *By-Laws* - Chief Kersey had the committee to read through the By-Laws and check for information that will need to be changed or corrected. Chairman Ford made a motion to approve the By-Laws as they stand with the exception of the removal/striking of Executive Secretary. The motion was seconded and the motions was approved.
 - *Committee Members*- Chief Kersey informs the Committee that Quy LaMastus has offered a letter of resignation as a CTAC member. She stated that the process will begin to fill the spot for Aesthetician and may be filled by the next committee meeting.
- *Hearings* begin at 9:42 and the transcript of the hearings are in a separate attachment and will be made available for review at the next official meeting, or at the Office of Cosmetology in the Arkansas Department of Health. The committee heard 2 cases.
- *Public Comments* – Scottie Burchett, Pulaski Technical College, comments that that the meeting went very well and the committee did an excellent job.
- A motion was made and seconded to adjourn the September 19, 2011 meeting.
- Minutes submitted by Business Operations Specialist, Michelle Rudolph.