

BOARD OF ELECTROLYSIS EXAMINERS

MINUTES

DATE: October 19, 2006

TIME: 10:00 AM

LOCATION: 227 French Landing, Suite 300
Heritage Place, Metro Center
Nashville, TN 37243

MEMBERS PRESENT: Eldon Pippin, Electrologist, Chair
Dorothy Goode, Electrologist
Kara Covington, Citizen
Robbie Bell, Ex Officio

MEMBERS ABSENT: Richard Collier, Educator
John C. Frist, Jr., Physician

STAFF PRESENT: Pamela Pitts, Board Administrator
Marva Swann, Unit Director
Lea Phelps, Disciplinary Coordinator
Jerry Kosten, Regulations Manager
Juanita Presley, Advisory Attorney
Lisa Tittle, Director of Administrative Services

GUEST PRESENT: Deborah Ball, Instructor, Lifetime Cosmetics

With a quorum being present the meeting was called to order by Mr. Pippin at 10:15 AM.

Conflict of Interest

Ms. Presley reviewed the Conflict of Interest Policy with the Board and reminded them of their responsibilities. She requested those members who had not already done so to sign the Policy and submit to Ms. Pitts.

Office of General Counsel

Ms. Presley presented the Office of General Counsel report and informed the Board that currently there are no open cases; and, there are no contested case hearings scheduled for this meeting. Ms. Presley informed the Board of the following rules that became effective on November 1, 2006: 0540-1-.04, .05, .06, .07, 0540-3-.04, regarding less college hours required, delete regular license fee for reciprocity, criminal background check.

Minutes

A motion was made by Ms. Covington and seconded by Ms. Goode to approve the May 18, 2006 Board meeting minutes. The motion carried.

Consider Authorizing a Rule Making Hearing

Mr. Kosten asked the Board to consider authorizing a rule making hearing to be held March 14, 2007 regarding screening panels, stays, and reconsiderations of disciplinary matters. Mr. Kosten presented a statement regarding the possible economic impact these rules would have on small businesses. A motion was made by Ms. Goode and seconded by Ms. Covington to approve the rule making hearing. The motion carried. Mr. Kosten informed the Board that the new law for reciprocity became effective May 8, 2006. Mr. Kosten also discussed the continued education requirements with the Board and the Board decided there will be no changes in the continued education requirements at this time.

Applicant File Review

Meera Sarin- Ms. Sarin's file was presented to the Board requesting that her license be reinstated. The Board reviewed Ms. Sarin's file and concluded that her file would be complete for reinstatement once proper documentation is provided to the administrative office. Currently, Ms. Sarin must submit ten (10) hours of continued education. A motion was made by Ms. Covington and seconded by Mr. Pippin to reinstate Ms. Sarin's license once she provides the ten (10) hours. The motion carried.

Rebecca Styles- Ms. Styles' file was reviewed by the Board. The Board informed Ms. Styles that her file was not completed thirty days before the Board meeting; therefore, her file will remain open until the next meeting when she may be approved to test. A motion was made by Ms. Goode and seconded by Ms. Covington to defer Ms. Styles' file to the next meeting. The motion carried.

Elections of Officers

A motion was made by Ms. Covington and seconded Ms. Goode to nominate Mr. Pippin as Board Chair. The motion carried. A motion was made by Ms. Goode and seconded by Mr. Pippin to nominate Ms. Covington as secretary. The motion carried.

Recess

The Board took a 20 minute recess at 11:20 AM and reconvened at 11:40 AM.

Disciplinary Status and Investigation Report

Ms. Phelps informed the Board that currently no one is being monitored. The Investigations Department has received one complaint year to date for unprofessional conduct which was closed by referral to OGC. There are no open cases at this time.

Board Meeting Dates

A motion was made by Mr. Pippin and seconded by Ms. Covington to approve January 25, 2007 and June 21, 2007 as the meeting dates for the coming year. The motion carried.

Administrative Report

Ms. Pitts presented the following Administrative statistical information:

Electrologists
Active Licensees – 55
Retired Licensees – 36
Failed to Renew – 51
Deceased - 2
Active Electrology Schools - 2

Ms. Pitts reported there were a total of four (4) licensees renewed since the last meeting none were on line. The administrative staff is asking that all Board Members utilize and promote this tool as a means to renew their license.

Discussion of Policy Statement / Hatch Act

Robbie Bell, Director of Health Related Boards, discussed policy statement regarding Patient Safety: Culture of Learning and Justice Accountability. Dorothy Goode made a motion to endorse the policy. Kara Covington seconded the motion. The motion carried. Ms. Bell informed the Board of the Hatch Act and to be mindful of political activity during the election.

Discussion of Financial Report

Lisa Tittle, Director of Administrative Services, discussed the financial report with the Board. Ms. Tittle informed the Board that the Electrolysis Board should be financially self sufficient. She suggested they might need to consider raising licensure fees or application fees in order to obtain additional revenue. Ms. Bell instructed Ms. Pitts to send letters to any failed to renew licensees encouraging them to reinstate their license and to remind them of the consequences of working on an expired license.

Adjournment

All business was concluded and the meeting was adjourned at 12:00 PM.

Eldon Pippin, Board Chair