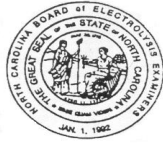


North Carolina Board of Electrolysis Examiners



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Meeting Minutes – North Carolina Board of Electrolysis Examiners September 8, 2007 – 10:00 a.m.

This special meeting of the North Carolina Board of Electrolysis Examiners was called to order by Chairman, Colonel James Doyle. Notice of this meeting was filed with the Secretary of State's Office on August 14, 2007.

Board Members Attending: Margaret Wingate, Elizabeth Fisher, and Col. James Doyle. Dr. Daniel Parsons arrived later due to a wrong turn.

Guests Attending: Susan Magas, Cynthia White, Alice Saintsing, Dorenda Stilwell, Thelma White, Myrtle Hamrick, Ronda Jones, Shelton Dixon, Melissa Smith, and Tracy Roberts.

Note: Normal agenda protocol was not followed for this meeting and the Ethics Awareness & Conflict of Interest reminder was not read.

Colonel Doyle welcomed participants to the meeting and thanked them for their attendance. He announced that HB726 had been signed by the governor and is now statute. The primary purpose of this meeting is to make a plan for how to implement the new statute and create Rules for supporting it.

Rules for New Statute:

Chairman Doyle appointed Liz Fisher and Dana Combopiano to a task group sub-committee for the purpose of developing applicable Rules to include:

- Regulation of electrologists currently practicing laser hair removal;
- Development of a program of instruction to allow laser hair practice;
- Development of certification criteria for electrologists currently practicing laser hair removal;
- Development of a method for identifying laser practitioners that are operating outside a medical doctor's office and a means to provide notification and information to them regarding the new law

Minutes:

Approval of minutes from the 83rd meeting (July 21, 2007) was deferred until the next regular meeting of the Board in January 2008.

OLD BUSINESS

Report on Selected Action Items from the 83rd Meeting:

#5 – Update on Non-renewing Schools: Liz Fisher reported that neither of the Florida schools had responded to written requests from the Board to recertify. The Board determined that a letter will be mailed to the schools to advise that the Board will no longer certify these schools to prospective students. These schools should also be removed from our web site as approved schools until such time as they properly recertify.

#3 - New Schools for Certification – Liz Fisher and Margaret Wingate will review the list of potential schools and determine which ones the Board should approach regarding possible certification.

#23 – Update from Legal on Unlicensed Electrologists: Dr. Parsons has spoken with Beth Oxley, attorney for the Board. The two persons we contacted that are practicing under the direct supervision of a medical doctor at Central Dermatology Center are not under the jurisdiction of NCBEE, in accordance with the new statute. The third person contacted, Dora Vest, said she used the electric tweezer, not true electrolysis. The fourth person, Wanda Lloyd has not responded. The larger question at this point will be how the Board will monitor and enforce the new law as it pertains to the laser community.

Status of Inspection Contract with EMSI/ONeill: Susan Magas, Administrative Assistant reported that the Board solicited and received a letter from EMSI quoting a price of \$50 for electrologist inspection service utilizing only the criteria on the Board's existing Inspection Report. This price is good through December 31, 2008.

A separate report will be made to cover inspections as the Board updates the Rules applicable to laser practitioners. Items such as name of medical director, license #, registration #, would be examples of items which would need to be added to the existing criteria, and as set by the Rules. A formalized contract with EMSI will be necessary on the final criteria when established.

NEW BUSINESS

2008 Renewals Planning: Margaret Wingate reported that, at best, the potential collectible income from 93 active electrologists would be \$18,600, computed as follows:

Renewal fees	\$ 11,625.00 (93 @ \$125)
Inspection fees	\$ <u>6,975.00</u> (93 @\$75)
Total	\$ 18,600.00

The Board's FY2008 Budget was based upon income of \$22,600, resulting in a shortfall of \$4,000. She explained that in projecting the fiscal year budget, any new legislation where money is an issue should be reported to OSBM to be considered as a factor before the new budget year is complete prior to February. Since the Board was not notified or formally made aware of the pending new legislation, the OSBM reporting was not done, and therefore, was not considered in the 2007-08 budget.

Although a new fee structure for electrologists was approved at the last meeting, the Board determined to leave the prior fee amounts intact until Rules for the new laser fees are finalized. At that point, *all* new and increased fees will be finalized and approved through the Rules procedure. The Board also determined that it should proceed with the billing of electrologists at the old fee structure. Fees for laser practitioners and applicable inspections will be billed separately from electrologists' fees and inspections.

Home Studies: In conjunction with the Renewals topic, the Board also discussed continuing education (CEU) requirements with respect to home studies and agreed to secure and review the actual text of courses offered by AEA approved institutions as part of the Board's approval process for home studies. The Board further agreed that new Rules are to include a requirement that no more than 30% of total CEU hours may be obtained from home study courses. The balance must be obtained through seminars or other hands-on, group interactive events.

Comments from Public Attendees: Myrtle Hamrick made an advance request to speak before the Board on HB726. Her written statement was read to the Board and is attached to these minutes. Others who made advance requests and addressed the Board without written statements were Dorenda Stillwell, Alice Saintsing, and Ronda Jones. The Chairman also allowed Thelma White to address the Board, though she did not make an advance request, nor submit a written statement.

The Chairman instructed the task group to contact former and current Board members, association members, and any other persons or sources deemed appropriate in completing its assignment. Dr. Parsons will also provide resources to the task group. The task group is to report back to the Board before Thanksgiving (November 22, 2007). Its report will be reviewed and edited by Chairman Doyle, Margaret Wingate, and Dr. Parsons. Chairman Doyle will meet with Molly Masich of the Rules Committee to determine if the proposed Rules included in the task group's report are acceptable.

Chairman Doyle also appointed Margaret Wingate to complete the following tasks:

- Development of a consumer information plan to inform the public of changes
- Inform current practicing electrologists in North Carolina about the new law
- Provide a current fee schedule and renewal forms

Next Meeting: To be determined

Adjournment: 11:20 a.m.

Respectfully submitted,

Col. James Doyle, USA (RET)
Chairman

ACTION ITEMS – 84th Meeting on September 8, 2007

ITEM #	DESCRIPTION	RESPONSIBLE PERSON(S)	DUE DATE	DATE COMPLETED
1	Remove non-certified schools from web site listing	Liz Fisher Dana Combopiano	ASAP	
2	Review list of potential schools to determine appropriate ones to contact about certification	Liz Fisher Margaret Wingate		
3	Develop and submit Rules for implementation of HB726	Liz Fisher & Dana Combopiano with input from current/former Board members, association members and other interested parties	November 2007	
4	Solicit formal contract for inspections from EMSI/ONEILL when Rules are finalized	Susan Magas		
5	Develop and submit Rules for new fees structure	Liz Fisher Dana Combopiano		
6	Proceed with billing for 2008 electrologists renewals. Provide information about new law.	Margaret Wingate		
7	Secure texts of AEA courses to determine if CEU should be approved for new course offerings	Margaret Wingate		
8	Develop and submit Rules for requiring that no more than 30% of CEU hours may be utilized via Home Studies.	Margaret Wingate		
9	Review and edit task group Rules on HB726	Margaret Wingate, Dr. Parsons, Col. Doyle		
10	Meet with Molly Masich to determine if proposed Rules are acceptable	Colonel Doyle		
11	Develop a consumer education plan to inform the public about HB726	Margaret Wingate		