



# NORTH CAROLINA BOARD OF ELECTROLYSIS EXAMINERS

Pinehurst Building, Suite 60, 2 Centerview Drive, Greensboro, NC 27407

E-mail: [ncbeexam@att.net](mailto:ncbeexam@att.net)

Phone: 336 856-1010

## SEMI-ANNUAL VIRTUAL MEETING MINUTES

July 24, 2021

Time: 10:00am

### **Board Members in Attendance:**

Margaret Wingate, Chairman, Dr. Summit Kundaria, Vice Chairman  
Charlene Poole, Treasurer, Jennifer Morris Board Member  
Ronnie Dunn Public Member (Absent).

**Others in Attendance:** Susan Magas, Administrative Assistance, Jack Nichols, Attorney Dennis Seavers, Executive Director, Barber Board;

### **Associations Represented:**

EANC: Lesa Wingate  
GPEA: Dorenda Stilwell

**Interested Parties:** Ann Morris, Tracey Jonas, Stacy Miller, Alice Saintsing, Liz Fisher.

**Meeting Called to Order: 10.01am**

### **Ethics and Conflict or Appearance of Interest Reminder:**

Kundaria, Poole, and Morris stated no conflicts. Wingate stated she will recuse herself from the EANC agenda topic, but otherwise has no conflicts.

### **APPROVAL OF MINUTES**

On a motion by Kundaria, seconded by Poole, the minutes of the Called Meeting on May 5, 2021 were unanimously approved.

### **TREASURER REPORT**

Poole read the financial report detailing FYE 6/30/21 information as follows:

|                       |  |
|-----------------------|--|
| Revenue -             | \$ 24,510.00                                 |
| Expenditures -        | \$ 22,356.25                                 |
| Fund Increase -       | \$ 2,153.75                                  |
| Balance FYE 6/30/21 - | \$ 72,443.12 (corrected after board meeting) |

## UNFINISHED BUSINESS

**Home Studies** – Committee Chair, Jennifer Morris, reported that she is still waiting on information regarding hours and cost. She asked why there were fewer options for laser practitioners and why these licensees were not included in the 20-year rule for Electrologist (reduced CEU requirements after 20 years practice)? Wingate responded that Morris should include laser in her submission for Board approval. Reduced requirements for laser CEU would require a statute change.

Wingate reported that Ann Morris, CPE has also submitted some suggestions for changes to electrolysis home studies. Due to the time needed to review the two home study proposals, a separate meeting will be called to discuss this topic.

**Mandatory Board Member Training** – As of today's meeting, the Board does not have verification of Ronnie Dunn having acquired the mandated training pursuant to G.S. 93-B. Board Counsel, Jack Nichols provided two separate training sessions to four of the Board members.

**Inspection Checksheet** – At the May 5, 2021 meeting, members of the sub-committee to review and revise inspection checksheets were unable to reach a consensus on whether changes were in order. Due to the short timeframe remaining to input entity information and transmit the checksheets to our contractor, the Board's administrator sent the existing checksheet to O'Neill Enterprises to begin the 2021 inspection cycle. Kundaria and Poole reported today that due to a lessening danger of COVID exposure, there may not be a need to require K95 masks, which are more costly to licensees.

**Conversion to Electronic Filing** – Licensee files have been converted to electronic filing in preparation for the pending merger with the Barber Board. Other office files are being purged, and retained files will be the next items converted.

**Website** – The website hosting service changed its format, which resulted in a new method for posting changes and additions. Some data did not properly transfer from the previous platform. A number of meeting minutes files did not transfer, so we will need to re-input those files. Forms are up to date and posted. Website maintenance is a volunteer duty that will be completed as time permits. Board members that notice missing items should advise Magas or Wingate.

**GPEA Training** – Our administrative rules [21 NCAC 19-.0702 (b)] require the sponsoring entity of a continuing education event to furnish the Board with the names of licensees, amount of CE units granted to each, and the courses attended. GPEA furnished a spreadsheet with raw data on five licensees plus numerous other attendees not licensed by NCBEE. The following deficiencies were noted:

1. A clear listing of licensee names and the CEUs granted for each course was not presented in an organized manner;
2. In/out times could not be ascertained for breaks or other absences of participants;
3. The sponsoring entity was not listed on the raw data compiled by the Zoom provider or in a separate communication or cover letter from the association; and
4. Information was provided for individuals not licensed by NCBEE and, therefore, not appropriate.

GPEA will be advised that the correctly formatted data needs to be provided by December 31, 2021 in order for CEU credit to be granted to the five licensee attendees.

## NEW BUSINESS

**Out of Scope Treatments** – A request for a ruling was made by Myrtle Hamrick, electrolysis licensee, about information she picked up on social media about “advanced electrolysis.” This would include dermatological treatments like skin tag removal, vein treatments, etc. using electrolysis or laser devices. Kundaria advised that *no licensee should be doing anything other than hair removal, despite the capability of many devices to do other things. These treatments are clearly out of bounds for Electrologist.* The Electrolysis Practice Act statute is very clear that our licensees are only allowed to do hair removal. Other treatments would only be in the purview of individuals licensed by the NC Medical Board. Board counsel, **Jack Nichols added that NCBEE would not be liable if its licensees practiced outside the scope of practice.**

**EANC Continuing Education Approval** – Lesa Wingate, President of EANC, presented a request for approval of electrolysis CEUs for a 139 page study guide list of home study courses that the association has compiled. The program includes previously approved courses. The Board approved the EANC submission unanimously on a motion by Poole, seconded by Morris. Wingate abstained from voting on this item.

**Licensure Update** – Three new electrolysis applicants, Juliana Monroe, Angelica Reid, and Paula Rolka, were recently tested and passed written and clinical exams. After clearing inspection, this will result in a total of 76 Electrologist in the state. The Board also approved licensure of three new laser practitioners, Kavita Micciche, Joni Brown, and Latoya Mosley, bringing our total laser practitioners to 14.

**Inspections and Laser Renewal Date** – 2021 inspection cycle is underway. An issue has been raised regarding laser license renewal date. Magas reported that in August of 2011, the Board determined that the renewal date would be July 1. This date was inadvertently allowed to slip over the years to July 31. The original reason for staggering the electrolysis and laser renewal dates was to lessen the year-end financial burden of practitioners with dual licenses and to lessen the workload of the renewals coordinator at year end. After a discussion, the Board decided on a motion by Kundaria, seconded by Poole to set laser renewal expiration date at June 30, effective with the 2022-23 license renewal. Electrolysis expiration date will remain at December 31.

**HB 792 Merger with Barber Board** – Dennis Seavers, Executive Director for the Barber Board, reported that HB 792, the proposed legislation to merge NCBEE with the Barber Board, is on track. Some amendments to the bill were made to increase the merged board size to nine members, with 4 barbers, 2 Electrologist, 1 physician, and 1 public member. There is no current opposition to the bill, and the bill’s sponsor, Senator Stevens, projects passage this session, provided sufficient time remains and other business matters do not crowd it out.

**Unlicensed Practitioner** – Jack Nichols reported that a lawsuit has been filed against an unlicensed practitioner who continues not to respond to correspondence and inquiries.

**Self-Assessment of Internal Control** - This annual report has been completed by Wingate and Poole, and has been timely submitted, as required.

## ELECTIONS

Following is the result of the annual election of officers:

Chairman - MARGARET WINGATE

V. Chairman - DR. SUMMIT KUNDARIA

Treasurer - CHARLENE POOLE

There being no further business, the meeting was adjourned at 11:59 a.m.