



## 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

### CALLED MEETING MINUTES

August 5, 2021

Time: 7:00pm

**Board Members in Attendance:** Margaret Wingate, Dr. Summit Kundaria, Jennifer Morris, Charlene Poole.

**Adm. Administrative Assistant:** Susan Magas

**Barber Board Executive Director:** Dennis Seavers

**Legal Council:** Jack Nichols

#### **Association Represented:**

**EANC:** Lesa Wingate

**GPEA:** Andrea Arnold

**Interested Parties:** Dorenda Stilwell, Ann Morris, Tracey Jonas, and Dana Combopiano

#### **Meeting called to Order**

**Ethics and Conflict or Appearance of Interest** was read; All Board members stated no conflicts.

#### **Meeting Called to consider courses, sources for Home Studies**

#### **UNFINISHED BUSINESS –**

Wingate reported that electrolysis home studies for Continuing Education (CE) credits were last updated in 2016, and laser CEU options were last updated in 2018. Our current website listing has a number of Expired courses. Some sources no longer available, and some courses not applicable.

Jennifer Morris submitted Home Studies for both electrolysis and laser. Ann Morris submitted lists of home study proposals for electrolysis. Both were thoroughly discussed. It was decided that the laser studies would need more exploring to make sure the education was in unification with the statutes.

The new approval list is posted on [www.NCBEE.com](http://www.NCBEE.com).

Educational Studies for laser will be on the agenda for the next meeting.

**Access to Board Office and Computer System** – The Board discussed an e-mailed request from Board member Jennifer Morris to Susan Magas requesting a key to the Board office and the password for the office computer. She stated that information about the running of the Board is not being transmitted. It is her understanding that these items constitute public records. Counsel for the Board, Jack Nichols, responded that he knows of no law requiring unrestricted/unsupervised access by Board members to either the office or computer system. Susan said that if the Board were to decide to allow this, Board members should be assigned their own passwords so that access could be tracked. Further, Board members access would be

limited to “read only” to avoid unauthorized or inadvertent changes to documents. The Board should also consider whether it could be charged with HIPPA violations due to unrestricted access to private information of licensees. Finally, the Board does not currently have Directors and Officers insurance, which should be considered if the request is granted. Turnover of Board members could set the Board up for liability issues if the requested policy is adopted. This coverage is extremely costly. Nichols will research the issue of self-insurance in the event the merger with the Barber Board does not occur. No motion was made, and no vote was taken to adopt the request for access.

**Next Meeting** – January 23, 2022 at 10:00 a.m.

This meeting was adjourned at 8:56 p.m.

Approved 01.30.2022