

**COSMETOLOGY EXAMINING BOARD  
MEETING MINUTES  
April 4, 2016**

**PRESENT:** Kristin Allison (*via GoToMeeting*), Vicky McNally (*via GoToMeeting*), Suresh Misra, Lori Paul, Gail Sengbusch, Denise Trokan (*arrived at 9:36*), Dianna Wachter

**STAFF:** Brittany Lewin, Executive Director; Nifty Lynn Dio, Bureau Assistant; and other Department staff

**CALL TO ORDER**

Vicky McNally, Chair, called the meeting to order at 9:30 a.m. A quorum of six (6) members was confirmed.

**ADOPTION OF AGENDA**

**MOTION:** Suresh Misra moved, seconded by Gail Sengbusch, to adopt the agenda as published. Motion carried unanimously.

**APPROVAL OF MINUTES**

**MOTION:** Lori Paul moved, seconded by Suresh Misra, to approve the minutes of February 1, 2016 as published. Motion carried unanimously.

**LEGISLATIVE AND ADMINISTRATIVE RULE MATTERS**

**MOTION:** Lori Paul moved, seconded by Suresh Misra, to authorize Gail Sengbusch to speak with legislators on behalf of the Board regarding a statutory change addressing establishment licenses and practice outside of licensed establishments, and report back to the Board. Motion carried unanimously.

**CLOSED SESSION**

**MOTION:** Suresh Misra moved, seconded by Gail Sengbusch, to convene to closed session to deliberate on cases following hearing (s. 19.85(1)(a), Stats.); to consider licensure or certification of individuals (s. 19.85 (1)(b), Stats.); to consider closing disciplinary investigation with administrative warning (ss.19.85(1)(b), Stats. and 440.205, Stats.); to consider individual histories or disciplinary data (s. 19.85 (1)(f), Stats.); and, to confer with legal counsel (s.19.85(1)(g), Stats.). Vicky McNally read the language of the motion. The vote of each member was ascertained by voice vote. Roll Call Vote: Kristin Allison – yes; Vicky McNally – yes; Suresh Misra – yes; Lori Paul – yes; Gail Sengbusch – yes; Denise Trokan – yes; Dianna Wachter – yes. Motion carried unanimously.

The Board convened into closed session at 9:36 a.m.

**RECONVENE TO OPEN SESSION**

**MOTION:** Gail Sengbusch moved, seconded by Denise Trokan, to reconvene into open session. Motion carried unanimously.

The Board reconvened into open session at 10:29 a.m.

**VOTING ON ITEMS CONSIDERED OR DELIBERATED ON IN CLOSED SESSION**

**MOTION:** Lori Paul moved, seconded by Dianna Wachter, to affirm all motions made in closed session. Motion carried unanimously.

**DELIBERATION ON DIVISION OF LEGAL SERVICES AND COMPLIANCE (DLSC) MATTERS**

**Administrative Warnings**

**MOTION:** Suresh Misra moved, seconded by Gail Sengbusch, to issue an Administrative Warning in the DLSC Case Numbers listed below:

1. 15 BAC 053 – N.F.Y.
2. 15 BAC 053 – T.T.N.
3. 15 BAC 054 – R.S.
4. 15 BAC 054 – R.S.B.H.R.
5. 15 BAC 054 – S.K.R.

Motion carried unanimously.

**Proposed Stipulations, Final Decisions and Orders**

***14 BAC 060 – Paul M. Cooper***

**MOTION:** Gail Sengbusch moved, seconded by Dianna Wachter, to adopt the Findings of Fact, Conclusions of Law and Order in the matter of disciplinary proceedings against Paul M. Cooper, DLSC Case No. 14 BAC 060. Motion carried unanimously.

***15 BAC 054 – Jennifer L. Ristow***

**MOTION:** Denise Trokan moved, seconded by Suresh Misra, to adopt the Findings of Fact, Conclusions of Law and Order in the matter of disciplinary proceedings against Jennifer L. Ristow, DLSC Case No. 15 BAC 054. Motion carried unanimously.

**CASE CLOSINGS**

**MOTION:** Gail Sengbusch moved, seconded by Suresh Misra, to close the following cases according to the recommendations by the Division of Legal Services and Compliance:

1. 14 BAC 073 (A.J. & N.M.) – ***Prosecutorial Discretion (P3)***
2. 14 BAC 073 (V.J.) – ***Prosecutorial Discretion (P2)***
3. 14 BAC 096 (M.N. & T.P.) – ***Prosecutorial Discretion (P3)***
4. 15 BAC 004 (B.M) – ***Insufficient Evidence***
5. 15 BAC 014 (M.A.) – ***Insufficient Evidence***

6. 15 BAC 018 (T.T.) – *Insufficient Evidence*
  7. 15 BAC 023 (D.W.) – *Insufficient Evidence*
  8. 15 BAC 032 (S.J.) – *Insufficient Evidence*
  9. 15 BAC 043 (A.T.) – *Insufficient Evidence*
  10. 15 BAC 057 (W.S. & N B M.) – *Insufficient Evidence*
- Motion carried unanimously.

### ADJOURNMENT

**MOTION:** Gail Sengbusch moved, seconded by Denise Trokan, to adjourn the meeting.  
Motion carried unanimously.

The meeting adjourned at 11:00 a.m.