

Statutory Board Meeting

January 13, 2025

9:00 AM

Board Members Present: Boz Boswell, Agatha Martin Grimes, Tana Tucker, Traci Farmer, Lisa Forrester, and Robert Chandler

Staff: Lynda Elliott and Stefanie Kuzdrall

- I. Call to order 9:05 am
 - a. Ethics Awareness Reminder – read by Stefanie Kuzdrall
 - b. Approval of Minutes
 1. July and October 2024
 2. Motion made to amend the July minutes for a technical error and approve the October minutes made by Tana Tucker, seconded by Robert Chandler. Motion passed.
- II. New Business
 - a. General Assembly update - No changes, Session began earlier in January.
 - b. Administrative Rules
 1. North Carolina General Statute (NCGS) 150B-21 3A, Periodic Review and Expiration of Existing Rules was approved at the administrative hearing committee meeting in December.
 - c. Civil penalties
 1. FYTD 2024
\$241,982.50
December 2023
\$34,650
 2. The Board only keeps 20% of all penalty collections
 - d. Waivers
 1. none
 - e. Budget Report – Stefanie Kuzdrall
 - f. Executive Director's Report
 1. Board Council will provide training as required by 93B as follows:
 - i. (1) Chapter 150B, The Administrative Procedure Act.
 - ii. (2) Chapter 132, The Public Records Law.
 - iii. (3) Article 33C of Chapter 143, The Open Meetings Act.
 - iv. (4) Articles 31 and 31A of Chapter 143, The State Tort Claims Act and The Defense of State Employees Law.
 - v. (5) Chapter 138A, The State Government Ethics Act.
 - vi. (6) Chapter 120C, Lobbying.
 - g. NCBCA (Database): As reported last meeting work was completed removing schools from collecting personal identifiers and Access Hub went live on August 1, 2024. The work in Access Hub for schools to graduate and withdraw is in the testing phase. We will wait until schools get through their next enrollment before we post the code for them to complete this task.
 - h. Renewals began December 1 for salons.
 - i. Changes to school rubrics

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1. We have 17 questions regarding school operating schedule, including students' attendance and client access with client service amounts. We have an electronic version of these questions that are in the testing phase.
2. The inspectors complete the observation portion of the rubric. We have an electronic version of these questions that are in the testing phase.
- j. School student file Audits reports as reported last meeting include the number of school hours per week compared to the number of open clinic hours per week percentage to the schools' audit report. Many school after this conversation have increased their clinic hours. This is on going as we work with school.
- k. Prov has created new reports "Exam Summary" and "Topic Summary" that provide the schools with feedback on how their students are doing. These reports are not available to the schools.
- l. NIC is releasing updated Examination Overviews for the NIC Practical Examinations by license type. This will allow for the purchase of one license type, rather than reviewing all exams in a single link.
- m. NIC is developing a best practice exam regarding infection control best practices. Release date projected for February 1, 2025
- n. Announcements
 1. Board Meeting Dates for 2024
 - a. April 15th
 - b. July 29th
 - c. October 21st

Meeting adjourned 10:37am.