

Minnesota Board of Barber Examiners
2829 University Avenue South East, Suite 315
Minneapolis, MN 55414

February 22, 2010, BOARD MEETING

The Minnesota Board of Barber Examiners met on February 22, 2010, at 2829 University Avenue South East, Minneapolis, MN 55414; Fourth Floor, University Room. Board Members present: Frank Plant, Doug Klemenhausen, Mike Vekich and Jon Stone.

Call to Order

Chairperson Plant called to order the meeting at 8:03 a.m.

Amend or Approve Agenda

Member Vekich made a motion to approve the agenda.

Member Klemenhausen seconded the motion

Ayes 3

Nays 0

Abstain 1

Motion carried

Amend or Approve Minutes

Member Klemenhausen made a motion to approve the minutes as submitted.

Member Vekich seconded the motion

Ayes 3

Nays 0

Abstain 1

Motion carried

Approved By Laws

Member Vekich made a motion to approve the bylaws.

Member Klemenhausen seconded the motion

Ayes 3

Nays 0

Abstain 1

Motion carried

Board Elections

Member Vekich made a motion to appoint Frank Plant as the chair and Doug Klemenhausen as secretary.

Member Stone seconded the motion

Ayes 3

Nays 0

Abstain 1

Motion carried

Close Meeting Session

Member Vekich made a motion to close the meeting to discuss performance evaluations of all former employees.

Member Stone seconded the motion

Ayes 3

Nays 0

Abstain 1

Motion carried

Closed Session

Meeting was closed

Open Session

Member Vekich made a motion to go into the open session and close the closed session

Member Klemenhagen seconded the motion

Ayes 3

Nays 0

Abstain 1

Motion Carried

Closed Session Ended:

Frank Plant - Read into the record the final performance evaluations of all former employees has been completed.

New Business:

Board Budget: - discussion from Juli Vangness in the Administrative Services Unit

1. Governor's supplemental budget was released last week – the Governor's budget proposal recommends taking a 3% budget cut of \$3,000 in FY 2010 and \$6,000 FY 2011 and continuing until FY 2012 & 2013. There may also be another 3% budget cut that comes from Dept. of Management and Budget as a shared cut allocation.
2. Base Budget FY 2010 \$193,000 and FY 2011 \$188,000. Base for FY 2012 & 2013 \$188,000.
3. During the legislative process - there may be a hearing scheduled on both the Senate and House finance committees to discuss the impact of the budget cuts. Last fall when the board went through the exercise it was determined that the only items that could be cut from the budget would be funds from the salaries line items.
4. Last fall the board also submitted a budget increase proposal that was a two part budget increase that was not included in the Governor's budget proposal:
 - a. 1st part – a budget increase of \$22,000 based off the fee increased from last fall. This was to appropriate funds currently being collected based off the fee increase. Currently the increased funds that are collected are being collected and deposited into the general fund.
 - b. 2nd part – a budget increase of a higher amount which would include another fee increase and those funds being appropriated to the board. The exact amount needed was not determined.
 - c. There was discussion about the difference between what is collected and what is appropriated to the board for spending. Currently funds collected that are not appropriated to the board stay in the general fund and are appropriated to other agencies for other purposes. If the legislature appropriated the increase to the board

they would need to find other funds from other sources to replace those dollars in other agencies.

- d. There was discussion about increasing fees again and appropriating the increased funds to the board. There was a fee increase last year and the OET surcharge added to the renewals.
5. Discussion about what the current budget can afford to fund this fiscal year and next fiscal year. There are funds available to hire a 50% FTE Executive Secretary starting March 17th. Beginning July 1st increasing the Executive Secretary position to full time. For FY 2011 – there are funds available to hire the full time executive secretary and adding a full time inspector beginning August 1st. By delaying the hiring process and hiring part time the board will meet the budget limits.
6. What do we do between now and March 17th. A suggestion, allow ASU to do an inter-agency agreement with the board and with other health board staff if necessary. This will allow licensees to come to the ASU office. We can collect information and provide the proper forms. Post the Executive Secretary position as soon as possible.
7. Discussion about what can we fund and can't fund using current budgets. Is there sufficient funds available if we were to bring office support staff back and do an interagency with another board. We currently only have \$11,363.00 available until June 30th. There would only be funds available to cover a 10% Exec Secretary and possible 30% Office support staff. I don't know what agency we could contract with as the exec secretary. What then happens next fiscal year? The plan would be to have an executive secretary and an inspector.
8. Discussion about the next budget preparation – This summer we will be working on the FY 2012 & FY 2013 budgets. This is the time when we plan and possible propose budget changes. Changes in fees – changes in spending authority. Discussion about assessing fines during inspections when issues. Fines assessed would need specific language to have the fines appropriated back to the board; otherwise all funds collected by the board are deposited into the general fund.

Member Stone made a motion to hire a 50% executive secretary at March 17th that would be FT July 1st – hire an inspector August 1st or when funds are available. Do an inter-agency agreement with ASU to assist with the board during the transition until we have an executive secretary. 

Member Klemenhagen seconded the motion

Ayes 3

Nays 0

Abstain 1

Motion carried

Unfinished Business

Nothing Listed

Executive Secretary Report

Currently the Executive Secretary position is vacant. No report given.

Schedule and Notification of Upcoming Board Schedule

March 22, 2010. Conference Room A – 4th Floor University Park Plaza Building at 8:00 a.m.

Adjournment

Chairman Plant called for a motion to adjourn the meeting.

Member Vekich made a motion

Member Klemenhagen seconded this motion

Ayes 3

Nays 0

Motion carried.