

The Florida
Electrolysis Council

Draft Minutes

January 17, 2025

Telephone Conference Call 1-888-585-9008

Participant Code 564-341-766 #

Jolynn Greenhalgh, DNP, APRN, RE, Chair
Sarah Gray, Esquire, Vice-Chair

Minutes

**DEPARTMENT OF HEALTH
ELECTROLYSIS COUNCIL
GENERAL BUSINESS MEETING
BY TELEPHONE CONFERENCE CALL
JANUARY 17, 2025**

DRAFT MINUTES

DIAL-IN NUMBER: 1-888-585-9008

When prompted, enter the following conference room number:
564-341-766, followed by the # sign.

Participants in this public meeting should be aware that these proceedings are being recorded and that an audio file of the meeting will be posted to the Council's website. The Council Chair may adjust the sequence of the agenda items. The minutes reflect the actual sequence of events rather than the original agenda order.

1 **8:30 A.M. (EST)**

2 Call to Order – General Business Meeting

3 Ms. Jolynn Greenhalgh, Chair, called the general business meeting to order at approximately
4 8:34 a.m. Those present for all, or part of the meeting included the following:

5 **MEMBERS PRESENT**

6 Ms. Jolynn Greenhalgh, DNP, APRN, RE, Chair
7 Ms. Sarah Gray, Esquire
Ms. America Diaz, RE
Ms. Isabelle Torrence

STAFF PRESENT

Allen Hall, Executive Director
Anna King, Program Administrator
Ahna Ivester, Regulatory Specialist III
Ashley Craun, Regulatory Specialist II
Keyna Page, Regulatory Specialist II
Deb Boutwell, Regulatory Specialist II
Marta Leyva, Regulatory Specialist II

8 **ASSISTANT ATTORNEY GENERAL**

9 Edward A. Tellechea, Chief Assistant Attorney
10 General, Administrative Law Bureau

11 **ADDITIONAL PERSONS PRESENT**

12 Mr. Patrick Cunningham, Esquire

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1 **NEW COUNCIL MEMBER WELCOME**

2 **TAB 1** Isabelle Torrence, Consumer Member

3 The Council was given the appointment letter for Ms. Isabelle Torrence showing the official
4 appointment of Ms. Torrence on the Electrolysis Council.

5 The Council welcomed Ms. Torrence to the Council.

6 **INDIVIDUAL CONSIDERATIONS**

7 **TAB 2** Brenton Bennett – File #6275 Examination

8 Mr. Bennet was present on the call and not represented by legal counsel.

9 Mr. Bennett has applied for licensure under the Examination application method. Mr. Bennett is
10 before the Council for consideration of the high school transcript and credentials evaluation
11 submitted towards proof of possession of a high school diploma or high school equivalency
12 diploma, as required by Section 478.45(1)(c), Florida Statutes. The results of Mr. Bennett's
13 credentials evaluation indicate he does not have the equivalent of graduation from an accredited
14 high school in the United States, based on the academic credentials he submitted for review.

15 Enclosed for the Council's consideration are the application and supporting documents, as well
16 as Florida's regulatory information, to assist in determining whether Mr. Bennett's education
17 meets the requirements of Section 478.45(1)(c), Florida Statutes.

18 The Council is asked to determine whether the documentation submitted meets the
19 requirements for Electrologist licensure.

20 **MOTION:** Following discussion, Ms. Jolynn Greenhalgh moved to approve the application. Ms.
21 America Diaz seconded the motion, which carried 4/0.

22 **TAB 3** Layla Lopes Dias – File #6590 Examination

23 Prior to the meeting, Ms. Lopes Dias requested to withdraw her application for licensure.

24 **AT THIS TIME THE COUNCIL CHAIR MOVED TO TAB 17**

25 **ADDENDUM**

26 **INDIVIDUAL CONSIDERATIONS**

27 **TAB 17** Raiza Ruiz – File #6881 Examination

28 Ms. Ruiz was present on the call and not represented by legal counsel.

29 Ms. Ruiz has applied for licensure under the Examination application method. Ms. Ruiz is before
30 the Council for review as a result of her being currently listed on the U.S. Department of Health
31 & Human Services, Office of the Inspector General's List of Excluded Individuals & Entities
32 (LEIE).

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1 **Section 456.0635(2)(e), Florida Statutes, provides in relevant part as follows:**

2 *“Each board within the jurisdiction of the department, or the department if there is no board,*
3 *shall...refuse to issue a license...if the...applicant...is currently listed on the United States*
4 *Department of Health and Human Services Office of Inspector General’s List of Excluded*
5 *Individuals and Entities....”*

6 Additionally, Ms. Ruiz reported on her application the revocation of her Florida LPN license and
7 provided criminal history documents regarding USDC, Southern District of Florida Case No. 16-
8 20442, related to conspiracy to commit health care and wire fraud. Provided for review by the
9 Council is the application, supporting documents and a copy of Section 456.0635, F.S., related
10 to prohibitions for licensure.

11 The Council is asked at this time to act on the application being presented regarding the
12 prohibition of licensure under 456.0635(2)(e), Florida Statutes, and any other history issues
13 presented in conjunction with the application.

14 **MOTION:** Following discussion, Ms. Ruiz requested to withdraw her application for licensure.
15 Ms. Jolynn Greenhalgh moved to approve the application withdraw. Ms. America Diaz seconded
16 the motion, which carried 4/0.

17 **AT THIS TIME THE COUNCIL CHAIR MOVED BACK TO TAB 4**

18 **REVIEW OF 320-HOUR EELCTROLYSIS TRAINING SCHOOL**

19 **TAB 4** Florida Dermal Institute

20 Ms. Amanda Petrusa was present on the call and not represented by legal counsel.

21 The application for the 320-Hour Combined Electrolysis Training School was before the Council
22 for consideration.

23 **MOTION:** Following discussion, Ms. Jolynn Greenhalgh moved to approve the application. Ms.
24 Sarah Gray seconded the motion, which carried 4/0.

25 **LICENSURE RATIFICATION LIST**

26 **TAB 5** Licensed Electrologists

27 The Examination Candidate Ratification List was presented to the Council for approval.

28 **MOTION:** Following discussion, Ms. Jolynn Greenhalgh moved to approve the list of
29 examination candidates. Ms. Sarah Gray seconded the motion, which carried 4/0.

30 **REPORT OF ASSISTANT ATTORNEY GENERAL – EDWARD A. TELLECHEA, CHIEF**
31 **ASSISTANT ATTORNEY GENERAL, ADMINISTRATIVE LAW BUREAU**

32 **TAB 6** Rule Status Report

33 Mr. Tellechea presented the status of the following rules.

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ELECTROLYSIS COUNCIL (BOARD OF MEDICINE) MONTHLY RULES REPORT – JANUARY 2025

Rule Number	Rule Title	Date Rule Language Approved by Board	Date Sent to OFARR	Rule Development Published	Notice Published	Adopted	Effective
64B8-51.001	Manner of Application.	08/14/2024	08/22/2024	Repeal Rule	08/30/2024 09/04/2024 JAPC Letter 09/05/2024 Attorney Response 10/16/2024 JAPC Letter 10/16/2024 TOLLED 10/17/2024 Attorney Response	12/16/2024	01/05/2025
64B8-51.002	Licensure by Examination.	08/14/2024	08/27/2024	09/04/2024	09/19/2024	12/16/2024	01/05/2025
64B8-51.004	Licensure by Endorsement.	08/14/2024	08/27/2024	09/04/2024	09/19/2024 09/24/2024 JAPC Letter 10/08/2024 Attorney Response	12/16/2024	01/05/2025
64B8-51.006	Rule Governing Licensure and Inspection of Electrology Facilities.	02/02/2024	05/16/2023(RD) 03/07/2024(RN)	05/24/2023	03/18/2024 03/25/2024 JAPC LTR 04/09/2024 Attorney Response 04/09/2024 Rule TOLLED 04/10/2024 JAPC Ltr 09/12/2024 Attorney Response 09/20/2024 Notice of Change	12/16/2024	01/05/2025

- 1 • Rule 64B8-51.001, F.A.C., Manner of Application
- 2 Informational Item
- 3 • Rule 64B8-51.002, F.A.C., Licensure by Examination
- 4 Informational Item
- 5 • Rule 64B8-51.004, F.A.C., Licensure by Endorsement
- 6 Informational Item
- 7 • Rule 64B8-51.006, F.A.C., Rule Governing Licensure and Inspection of
- 8 Electrology Facilities
- 9 Informational Item

10 **REPORTS, IF ANY**

11 **TAB 7** Council Chair – Jolynn Greenhalgh, DNP, ARNP, RE

- 12 • Other Council Members:

13 Informational Item

14 **TAB 8** Executive Director - Allen Hall

- 15 • Cash Balance Report
- 16 • Expenditures by Function Report
- 17 • Agenda 2.0 Deployment

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1 Informational Item

2 **NEW BUSINESS**

3 **TAB 9** 2025 Standardized Conviction Record Guidelines

4 The Standardized Conviction Record Guidelines, reviewed and approved by the
5 Boards/Councils annually, are used by staff to assist in determining which licensure applications
6 require individual consideration at the quarterly meetings.

7 **MOTION:** Following discussion, Ms. Jolynn Greenhalgh moved to approve the 2025
8 Standardized Conviction Record Guidelines. Ms. Sarah Gray seconded the motion, which
9 carried 4/0.

10 **TAB 10** 2025 Delegation of Authority

11 The Delegation of Authority, reviewed and approved annually, facilitates administrative
12 efficiency and documents when individuals or entities have been delegated to act on behalf of a
13 Board/Council.

14 **MOTION:** Following discussion, Ms. Jolynn Greenhalgh moved to approve the 2025 Delegation
15 of Authority. Ms. America Diaz seconded the motion, which carried 4/0.

16 **TAB 11** 2025 Council Officer & Liaison Elections

Position	Current Assignments	New Assignments
Council Chair	Jolynn Greenhalgh	Jolynn Greenhalgh
Council Vice Chair	Sarah Gray	Sarah Gray
Unlicensed Activity Liaison	Sarah Gray	Sarah Gray
Budget Liaison	Jolynn Greenhalgh	Sarah Gray
Education Liaison	Vacant	Jolynn Greenhalgh
Legislative Liaison	Jolynn Greenhalgh	Jolynn Greenhalgh

17 **MOTION:** Following discussion, Ms. Jolynn Greenhalgh moved to approve the 2025 Council
18 Officer & Liaison Elections. Ms. Sarah Gray seconded the motion, which carried 4/0.

19 **OLD BUSINESS**

20 **TAB 12** Meeting Time for April 7, 2025, July 7, 2025, and October 6, 2025, Council 21 Meetings

22 The Council reviewed and approved the following Spring, Summer, and Fall meeting dates for
23 2025 but has not yet specified a meeting time.

- 24 • April 7
- 25 • July 7
- 26 • October 6

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1 Because all meetings must be noticed in the Florida Administrative Register, we are asking the
2 Council to discuss and agree upon times for these upcoming meetings.

3 **MOTION:** Ms. Jolynn Greenhalgh moved to approve the April 7th meeting time of 2:00 p.m. EST
4 and has requested the July 7th and the October 6th meeting time discussion be moved to the
5 next meeting.

6 **TAB 13** September 30, 2024, Electrologist Council Meeting Minutes

7 **MOTION:** Ms. Jolynn Greenhalgh moved to approve the September 30, 2024, Electrolysis
8 Council Meeting Minutes. Ms. Sarah Gray seconded the motion, which carried 4/0.

9 **TAB 14** Status of Council Member Vacancies

10 Section 478.44, Florida Statutes, requires the Council be composed of five members, to include
11 three professional members and two consumer members, which meet the qualifications
12 specified therein.

13 **Professional Member Applicants must meet the following minimum criteria:**

- 14 • Be licensed electrologists, who have been actively engaged in the delivery of electrolysis
15 services in this state for at least 4 consecutive years prior to a potential appointment;
16 and
- 17 • Must not be affiliated with an electrolysis school or manufacturer or supplier of
18 electrolysis equipment or supplies.

19 Currently, the Council is composed of two consumer members and two professional members.
20 Their service status is currently as outlined below.

- 21 • **Professional Members**
 - 22 ○ **Ms. Jolynn Greenhalgh**
 - 23 ■ Term: 7/10/16 thru 7/10/20 (2nd) - serving until succeeded.
 - 24 ○ **Ms. America Diaz**
 - 25 ■ Term: 12/02/22 thru 12/03/26 (1st)
 - 26 ○ **3rd Professional Member**
 - 27 ■ **Vacant since July 2024**
- 28 • **Consumer Members**
 - 29 ○ **Ms. Sarah Gray**
 - 30 ■ Term: 02/07/20 thru 02/07/24 (2nd) – serving until succeeded.
 - 31 ○ **Ms. Isabelle Torrence**
 - 32 ■ Term: 12/06/2024 thru 12/07/208 (1st)

32 **OTHER BUSINESS AND INFORMATION**

33 **TAB 15** November 5, 2024, Board of Medicine, Rules/Legislative Committee Meeting
34 Minutes

35 Informational item.

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- 1 **TAB 16** Staff Recognition
- 2 Informational item.
- 3 **ADJOURNMENT**
- 4 There being no further business the meeting adjourned at 9:16 a.m.