

MEETING SUMMARY

NEW YORK STATE APPEARANCE ENHANCEMENT ADVISORY COMMITTEE May 23, 2022

The meeting was held by the Department of State, Division of Licensing Services, via WebEx conferencing. A virtual meeting was held to comply with COVID-19 social distancing directives.

I. CALL TO ORDER, INTRODUCTIONS and OFFICIAL ATTENDANCE

Michelle D’Allaird Brenner called the meeting to order at 10:38 a.m. M. D’Allaird Brenner announced that this is an open meeting of the New York State Appearance Enhancement Advisory Committee that is being held remotely and that this remote meeting is conducted in accordance with the governor’s EO relating to the COVID pandemic and as authorized by Chapter 417 of the Laws of 2021, Chapter 1 of the Laws of 2022 and Part WW of Chapter 56 of the Laws of 2022. M. D’Allaird Brenner introduced herself as the Chair, welcomed members, and performed roll call; a quorum was declared. The official attendance was as follows:

COMMITTEE MEMBERS

Michelle D’Allaird Brenner
Shirley Cheng
Anthony Fiore
Erin Hundley
Leeanne Shade

Excused:

NYSED STAFF

Nicole Hadsell (CTE-Public Schools)
Kimberly Kuster-Smith (BPSS)

DEPARTMENT OF STATE STAFF

David Mossberg
Ernita Gantt
Denise Tidings
Emily Lupe
Shannon Maguire
Alison Lacy
Michael Shannon
Lisa Helmar

VISITORS

**Public Members (remote)*

II. Public Hearing Pursuant to Part WW of Chapter 56 of the Laws of 2022 –proposed resolution authorizing the use of videoconferencing and written procedures governing member and public attendance – Discussion by David Mossberg

D. Mossberg led a discussion and explained that the purpose of the public hearing is for public comment on a proposed resolution and written procedure by the Board regarding Part WW of Chapter 56 of the Laws of 2022, which will allow its members to participate remotely in meetings under extraordinary circumstances so long as there is a quorum of members gathered at a physical location or locations that are open to the public. He explained that if the resolution and written procedure are adopted, Appearance Enhancement Advisory Board members would be authorized to appear by video, from a private location (not accessible to the public), based upon extraordinary circumstances. He invited public comment; no comments were received by the public. The hearing commenced at 10:40 a.m. and was declared closed at 10:43 a.m. since no public members appeared to provide comment. D. Mossberg stated that once adopted, the resolution and written procedures would be posted on the Department’s website.

III. ACTION ITEMS

A. Assessment of Public Comments and Consideration of Motion to Adopt Resolution and Written Procedures – Discussion by David Mossberg

A discussion was led by David Mossberg, Licensing Counsel, to assess public comments and consider adopting the resolution and written procedures pertaining to the authorization of videoconferencing for members with extraordinary circumstance, to participate in future open meetings from a location not available to the public. D. Mossberg clarified the proposed resolution and written procedures. M. D’Allaird Brenner made a motion to adopt the proposed resolution. The motion was seconded by S. Cheng. All were in favor, and the proposed resolution was passed. M. D’Allaird Brenner asked for a motion to adopt the written procedures; the motion was seconded by S. Cheng. All were in favor of adopting the proposed written procedures.

Both votes passed and D. Mossberg announced that the adopted resolution and written procedures would be posted on the NYS Appearance Enhancement Advisory Committee webpage.

IV. NEW BUSINESS

A. Next Meeting Date – D. Tidings announced that the next meeting date is scheduled for Monday, June 13, at 10:30 a.m.

V. **ADJOURNMENT** – M. D’Allaird Brenner asked for a motion to adjourn. All were in favor and the meeting adjourned at 10:53 a.m.