

Annual Report

Fiscal Year 2019

ALASKA BOARD OF BARBERS AND HAIRDRESSERS



**Department of Commerce, Community
and Economic Development**

**Division of Corporations, Business
and Professional Licensing**

This annual performance report is presented in accordance with
Alaska statute AS 08.01.070(10).

Its purpose is to report the accomplishments, activities, and the
past and present needs of the licensing program.

**ALASKA BOARD OF BARBERS AND HAIRDRESSERS
FY 2019 Annual Report**

Table of Contents

Identification of the Board	Page 3
Identification of the Staff	Page 4
Narrative Statement	Page 5
Budget Recommendations	Page 7
Proposed Legislative Recommendations	Page 11
Regulatory Recommendations	Page 12
Goals and Objectives	Page 13
Sunset Audit Recommendations	Page 17

**ALASKA BOARD OF BARBERS AND HAIRDRESSERS
FY 2019 Annual Report**

Identification of the Board

Board Member	Duty Station	Date Appointed	Term Expires
Canady, Willie Hairdresser/Esthetician	Anchorage	1/23/16	3/1/2020
Idom, Vershawn Barber	Palmer	9/11/2018	3/1/2020
Larson, Sienna Resigned	Palmer	9/11/18	--
Steel, Jessica Hairdresser	Wasilla	1/11/2019	Mar 01, 2020
Lombardo, Jennifer Tattooist/Body Piercer/PCC – Board Chair	Anchorage	Mar 01, 2017	Mar 01, 2021
McKinley, Kevin Tattooist/Body Piercer/PCC	Fairbanks	Mar 01, 2012	Mar 01, 2020
Mc Mullin, Michelle Nail Technician	Anchorage	1/23/2017	Mar 01, 2020
Shell, Terriann Public Seat	Big Lake	Mar 01, 2017	Mar 01, 2021

**ALASKA BOARD OF BARBERS AND HAIRDRESSERS
FY 2019 Annual Report**

Identification of Staff

Cynthia Spencer – Licensing Examiner

Department of Commerce, Community & Economic Development
Division of Corporations, Business and Professional Licensing
Post Office Box 110806
Juneau, Alaska 99811-0806
(907) 465-2550

Shane Mitten – Licensing Examiner

Department of Commerce, Community & Economic Development
Division of Corporations, Business and Professional Licensing
Post Office Box 110806
Juneau, Alaska 99811-0806
(907) 465-2550

Dawn Hannasch – Records & Licensing Supervisor

Department of Commerce, Community & Economic Development
Division of Corporations, Business and Professional Licensing
Post Office Box 110806
Juneau, Alaska 99811-0806
(907) 465-2550

Dawn Bundick – Investigator

Department of Commerce, Community & Economic Development
Division of Corporations, Business and Professional Licensing
550 West 7th Ave
Anchorage, Alaska 99501
(907) 269-8160

Sara Chambers– Division Director

Department of Commerce, Community & Economic Development
Division of Corporations, Business and Professional Licensing
Post Office Box 110806
Juneau, Alaska 99811-0806
(907) 465-2550

**ALASKA BOARD OF BARBERS AND HAIRDRESSERS
FY 2019 Annual Report**

Narrative Statement

The board held a total of seven meetings and one town hall meeting during FY19. Two meetings were face to face, three were video conference, and two were teleconference. The October, January, and May meetings were two-day meetings to accommodate all information presented by the board and allow time to discuss all matters. The board was unable to attend the January meeting in Juneau, as planned, due to proposed budget cuts. The board is also expected to have future travel suspended and future meetings held either video or teleconference due to proposed budget cuts. State investigators and division representatives were present during these meetings.

The board participated in community outreach in our industries which lead to holding town hall meetings. The board discussed extending town hall meetings to other parts of Alaska such as Juneau, Fairbanks, and Wasilla.

One town hall meeting was held during FY19 however the board had planned to have another town hall meeting in Juneau. In place of this, during the January meeting, the board held two public comment periods that were longer than normal and allowed for board response to comments.

More meetings were had during FY19 to accommodate legislative change with the passing of SB4 and the increased regulatory workload.

The board continues to recommend licensing examiners be present, and continue face to face meetings. These meetings are more productive than video or teleconference meetings.

The board worked with the division and the legislature on creating SB4 and drafting regulations to accommodate the passing of SB4 which created 3 new license types: hair braiding, non-chemical braiding, and permanent cosmetic coloring; as well as removing DEC inspection for hair salons from statute replacing inspection responsibility to the division.

The board continues to support investigative staff and include them in board meetings. The board continues encouraging investigative staff performs inspections across the state.

The board continues discussion on moving to national standardized testing through NIC and saw two license types move to this type of testing: body piercing and non-chemical barber. The board is still requesting to see the NIC exams for tattooing and permanent cosmetic coloring before making a decision to move these licenses to standardized testing.

The board continues discussion on updating the esthetics curriculum to be more in line with national standards and to improve the professional quality of our licensees. Also, to improve the health and safety of our communities and to provide more economic opportunities for licensees.

The board would like to see certain license requirements written in regulation rather than statute so that the board may more adequately keep up with our fluid and changing professions.

CONTINUED ON FOLLOWING PAGE

FY 2019 Narrative Statement (continued)

As a result of suggestions during our first town hall meeting in FY18 the division now receives most documents electronically.

Discussion continues during meetings and has been brought up during town hall meetings to increase the length of time licensed as a tattooer or permanent cosmetic colorist from one year to a minimum of three years before taking on an apprentice.

The board removed outdated study materials for tattooers and permanent cosmetic colorist's exam and updated exam to meet the current required study materials.

In response to SB4 the board has been drafting ideas for the division and investigators to begin annual shop and salon inspections since the DEC is no longer performing inspections for shops and salons other than tattoo, permanent cosmetic coloring, and body piercing.

During FY19 the board drafted regulations for three new license types in response to legislature passing SB4: hair braiding, non-chemical barbering, and permanent cosmetic coloring.

The board continues working with NIC and using NIC examinations for local testing for many license types. The board continues to send local representation to the annual NIC convention and would like to continue to send one division member as well as one board member to the annual conventions. The information from these conventions assists the board in providing excellent service to our community members and licensees.

During FY19 the board received board member training from Ms. Sara Chambers that was extremely valuable and would be something the board would like to continue as needed in the future.

The division and the board are not recommending any fee changes at this time.

The board is discussing updating the disciplinary fine schedule if needed.

The board worked with investigative staff to create a shop/salon checklist for annual inspections.

The board agrees that "microneedling" should be removed from the definition of tattooing. The term microneedling was never intended to be added to this definition and it is the opinion of the board that microneedling should not be practiced by any of the professions regulated by the board. A position statement as well as a letter to legislatures has been drafted stating the opinion of the board.

The board requested legal advice on the definition of "tattooing" as well as advice on how to interpret regulations pertaining to temporary shop licenses, special events and conventions, and courtesy licenses for tattooers, permanent cosmetic colorists, and body piercers.

Discussion has also begun on the practicality of mobile shops for special events and services, out of state tattoo and PCC schools, tattoo instructors licenses, and on-line education.

ALASKA BOARD OF BARBERS AND HAIRDRESSERS
Fiscal Year 2019 Annual Report

Budget Recommendations for FY 2020

The Budget Recommendations section anticipates the board’s fiscal priorities for the upcoming year. Please complete all parts of this section with details about anticipated meetings, conferences, memberships, supplies, equipment, to other board requests. Meeting expenses that are being funded through third-party reimbursement or direct booking must be identified separately from expenses paid through license fees (receipt-supported services or RSS). Be sure to explain any items listed as “other” so they may be tracked appropriately.

Board Meeting Date	Location	# Board	# Staff
October 7 & 8, 2019	Anchorage	7	2
<input checked="" type="checkbox"/> Airfare:			\$900.00
<input checked="" type="checkbox"/> Hotel:			\$600.00
<input checked="" type="checkbox"/> Ground:			\$200.00
<input checked="" type="checkbox"/> Other:			\$600.00
Total Estimated Cost:			\$2,300.00

Board Meeting Date	Location	# Board	# Staff
January 2020	Anchorage	7	1
<input checked="" type="checkbox"/> Airfare:			\$600.00
<input checked="" type="checkbox"/> Hotel:			\$200.00
<input checked="" type="checkbox"/> Ground:			\$200.00
<input checked="" type="checkbox"/> Other:			\$450.00
Total Estimated Cost:			\$1,450.00

Board Meeting Date	Location	# Board	# Staff
May 2020	Videoconference	7	1
<input type="checkbox"/> Airfare:			\$0.00
<input type="checkbox"/> Hotel:			\$0.00
<input type="checkbox"/> Ground:			\$0.00
<input checked="" type="checkbox"/> Other:			\$200.00
Total Estimated Cost:			\$200.00

**ALASKA BOARD OF BARBERS AND HAIRDRESSERS
Fiscal Year 2019 Annual Report**

Budget Recommendations for FY 2020 (continued)

Board Meeting Date	Location	# Board	# Staff
TBD	Videoconference	7	1
<input type="checkbox"/> Airfare:			\$0.00
<input type="checkbox"/> Hotel:			\$0.00
<input type="checkbox"/> Ground:			\$0.00
<input checked="" type="checkbox"/> Other:			\$200.00
Total Estimated Cost:			\$200.00

Travel Required to Perform Examinations			
<input checked="" type="checkbox"/> Not applicable			
Date	Location	# Board	# Staff
Description of meeting and its role in supporting the mission of the Board:			
<input type="checkbox"/> Airfare:			\$0.00
<input type="checkbox"/> Hotel:			\$0.00
<input type="checkbox"/> Ground:			\$0.00
<input type="checkbox"/> Conference:			\$0.00
<input type="checkbox"/> Other:			\$0.00
Describe "Other" (break out all sections):			
Total Estimated Cost:			\$0.00

ALASKA BOARD OF BARBERS AND HAIRDRESSERS
Fiscal Year 2019 Annual Report

Budget Recommendations for FY 2020 (continued)

Out-of-State Meetings and Additional In-State Travel (Rank in order of importance)

#1 Rank in Importance or Not Applicable

Date	Location	# Board	# Staff
TBD	TBO-Out of State	1	1

Description of meeting and its role in supporting the mission of the Board:

The NIC meeting is usually in Washington State in the fall. This is an opportunity for the board member and staff to learn about other state standards, laws and any issues that may affect Alaska.

Expenditure	License Fees (RSS)	Third-Party Reimbursement	Third-Party Direct Booked	Total
<input checked="" type="checkbox"/> Airfare:	\$1,200.00	\$0.00	\$0.00	\$1,200.00
<input checked="" type="checkbox"/> Hotel:	\$1,200.00	\$0.00	\$0.00	\$1,200.00
<input checked="" type="checkbox"/> Ground:	\$200.00	\$0.00	\$0.00	\$200.00
<input checked="" type="checkbox"/> Conference:	\$425.00	\$0.00	\$0.00	\$425.00
<input checked="" type="checkbox"/> Other Describe "Other" : MI&E	\$500.00	\$0.00	\$0.00	\$500.00
Net Total:	\$3,525.00	\$0.00	\$0.00	\$3,525.00

**ALASKA BOARD OF BARBERS AND HAIRDRESSERS
Fiscal Year 2019 Annual Report**

Budget Recommendations for FY 2020 (continued)

Non-Travel Budget Requests

- Not Applicable Resources Examinations
 Membership Training Other

Product or Service	Provider	Cost Per Event
		\$0.00

Description of item and its role in supporting the mission of the Board:

Other Items with a Fiscal Impact

Cost Per Event: **\$0.00**

- Not Applicable

Number of Events: **0**

Product or Service	Provider	Total Cost
		\$0.00

Description of item and its role in supporting the mission of the Board:

Summary of FY 2020 Fiscal Requests

Board Meetings and Teleconferences:	\$4,150.00
Travel for Exams:	\$0.00
Out-of-State and Additional In-State Travel:	\$3,525.00
Dues, Memberships, Resources, Training:	\$0.00
Total Potential Third-Party Offsets:	-\$0.00
Other:	\$0.00
Total Requested:	\$7,675.00

Legislation Recommendations Proposed Legislation for FY 2020

No Recommendations

The Board has no recommendations for proposed legislation at this time.

Recommendations

The Board has the following recommendations for proposed legislation:

Sec 18.13.220

Remove “microneedling” from the definition of tattooing. Microneedling is not a tattoo related process and was never intended by the board to be practiced by any of the professions we regulate. This is a major health and safety concern.

Sec 08.13.160

Add section to reflect section (f) of this statute to allow for barbers and non-chemical barbers to practice and teach hair braiding.

Recommend the Legislature pass legislation to raise the hour requirement for Manicurists from 12-hours to 250-hours of training, plus passage of a written examination, to be eligible for licensure with the allowances for grandfathering.

Sec 08.13.160(d)(2)(5)

Clarify language by adding: A person licensed by another licensing jurisdiction in a field of practice licensed by this chapter while demonstrating techniques or products to persons who hold a current license in the same or similar field of practice as the demonstrator. The board feels that clarification is needed to ensure that those attending demonstrations hold current licenses in a similar field of practice as the demonstrator. Current language: (5) a person licensed by another licensing jurisdiction in a field of practice licensed by this chapter while demonstrating techniques or products to a person holding licenses or permits under this chapter.

Sec 08.13.220(5)

Provide clarifying language defining superfluous hair to provide clear direction on what types of hair removal can be provided by estheticians under limited esthetics in subsection (8). Superfluous hair would be defined as head to toe, not limited to neck and face. (5) “Esthetics” means the use of the hands, appliances, cosmetic preparations, antiseptics, or lotions in massage, cleansing, stimulating or similar work on the scalp, face or neck, including skin care, make-up, and temporary removal of superfluous hair, for cosmetic purposes for a fee.

Sec 08.13.070(4)

Licenses required. A person may not: (4) teach or permit an employee or another person being supervised to teach in a school of barbers, hairdressing, manicuring, or esthetics or supervise an apprentice in barbering, hairdressing, manicuring or esthetics without an Instructors license.

Sec 08.13.070(8)

License required. Reword to read “obtain, attempt to obtain, or assist to obtain...”

Sec 08.13.070(a)

License required. A person may not: addition to Statute with the addition of “provide false or inaccurate information to a representative of the Board, an Inspector, or a Licensing Official in an attempt to obtain or renew a license.

Regulation Recommendations Proposed Legislation for FY 2020

No Recommendations

The Board has no recommendations for proposed regulations at this time.

Recommendations

The Board has the following recommendations for proposed regulations:

12 AAC 09.160(a)(c); 12 AAC 09.161(a)(c); 12 AAC 09.097

Change regulation to allow barbers and non-chemical barbers to continue practicing and teaching hair braiding. An unintentional change during SB4 legislation and the regulation changes the accompanying it only state that hair dressers are able to practice and teach hair braiding. Barber and non-chemical barbers are taught braiding and have been practicing and teaching braiding. We would like to make sure they are able to continue this practice.

12 AAC 09.185

As a result of comments from town hall meetings as well as several board meeting discussions the board discussed increasing the length of time from one to a minimum of three years for a licensed tattooer or permanent cosmetic colorist to take on an apprentice. This has been a concern of the public and would help increase the health and safety of our communities.

12 AAC 09.004; 12 AAC 09.112

Clarify language relating to temporary shop licenses, courtesy licenses, and conventions once legal advice that was requested is relayed back to the board. The language surrounding this topic is vague and difficult to interpret. The growing industries are adapting to conventions where commerce is the main goal rather than demonstrating techniques to other professionals.

12 AAC 09.163

Update the esthetics curriculum to a more national standard after adequate research and discussion is reached by the board. After taking in suggestions from town hall meetings and information brought back from the NIC conventions the board would like to update the esthetics curriculum to better serve the health and safety as well as professional quality of these licensees.

ALASKA BOARD OF BARBERS AND HAIRDRESSERS
Fiscal Year 2019 Annual Report

Goals and Objectives

Part I

FY 2019's goals and objectives, and how they were met:

- 1) Conduct three one-day, face to face meetings, one of which will be held in Juneau, and will be scheduled to coincide with the first week of legislative session (January) and teleconferences as needed.

The board met for two face to face meetings, three videoconferences, and two teleconferences. The board also held a town hall meetings in Anchorage, and extended public comment during the January meeting to allow for board feedback in lue of a town hall meeting in Juneau which had been the intention of the board. The board was unable to meet in Juneau due to state budget restraints. The October, January, and May meetings were two day meetings to accommodate as much as possible.

- 2) Have an operating budget to accomplish their goals

The board is operating within their budget and has been able to accomplish their goals.

- 3) Maintain representation on a national level sending staff to NIC Conference.

One member from the division and one board member were sent to and attended the NIC Conference which was informative and valuable. The information gained from the conference will be beneficial in regulating our professions.

- 4) Continue to be attentive and to support the school and instructor responsibilities to the student, i.e., applications and record keeping filed in a timely manner.

Staff members of the division are working continually to maintain this goal. The board has held a town hall meeting as well as extended public comment during the January meeting in lue of the town hall meeting in Juneau which was the intent of the board. The public was encouraged to make comments and suggestions.

- 5) Move to a computerized national testing for practical and written examinations for license types that require examination for licensure.

The board has continued this discussion for computerized national testing as well as different methods and testing centers however this goal is still in the process of being met.

CONTINUED ON FOLLOWING PAGE

ALASKA BOARD OF BARBERS AND HAIRDRESSERS
Fiscal Year 2019 Annual Report

Goals and Objectives

Part I (continued)

FY 2019's goals and objectives, and how they were met:

- 6) Educated legislators about manicuring and nail technician and without the board approval legislation rolled back the licensing requirements to 12 hours. Taking steps to educate the legislature on the concerns of our profession, i.e., sanitation and public safety, any statute change necessary to separate or reinstate a nail technician license which will require 250 school or 300 apprentice hours.

The board is still working towards the goal of educating legislation about manicuring and nail technician curriculums.

- 7) Continue to have investigative staff time to address complaints and concerns of the public.

Investigative staff continues to attend board meetings and work with the board to address complaints and concerns of the public. The board discussed adding an investigator to work with the board to address complaints and concerns. This goal is still in the process of being met.

- 8) Gained a second licensing staff position with the increased support staff for licensing to properly handle the growing volume of licenses, apprentice and student paperwork.

The division hired a new staff member for increased support.

- 9) Address the changes with SB4 esthetics license was tabled till end of the year.

With legislation passing SB4 the board was working on creating regulations for three new license types as well as working with investigative staff to update division inspections of shops and salons. The board was successful in creating regulations for the three new license types and is still in the process of working with investigative staff to update division inspections. The board is currently discussing updating the esthetics license.

- 10) Work with legislators and the department to grant the board the authority to self-regulate.

The board would like to work with legislators to change statute so that specific criteria of the licensees regulated by the board could be written in regulation rather than through statute.

ALASKA BOARD OF BARBERS AND HAIRDRESSERS

Fiscal Year 2019 Annual Report

Goals and Objectives

Part II

FY 2020's goals and objectives, and proposed methods to achieve them.

Describe any strengths, weaknesses, opportunities, threats and required resources:

- 1) Conduct three one-day, face-to-face meetings, one of which will be scheduled to coincide with the first week of legislative session (January); and teleconferences as needed.

Historically the board has met this goal with the exception of denied travel to Juneau for the January meeting during FY19. The board continues to maintain a positive operating budget however is now met with hesitation from legislation to approve travel.

- 2) Continue to have an operating budget so the board can more efficiently accomplish goals. This includes having a member of the division present during board meetings and conducting meetings face to face.

The board historically has been very strong about maintaining this goal however with new budget proposal, travel for the division member and board members are at risk of being denied. It is important to the board to have meetings face to face where goals can be accomplished and at a more efficient rate.

- 3) Have representation on the national level.

The board continues to maintain representation at a national level including sending the board appointed member and staff to the National Interstate Council of State Boards annual conference which is highly valuable to regulating our professions. This might now be at risk because of the new budget proposal denying travel to our board.

- 4) Continues to be attentive to the school and instructor responsibilities to the student (i.e. applications and record keeping filed in a timely manner).

The board will continue to be attentive to the school and instructor responsibilities to the student by addressing ongoing issues as they arise, holding town hall meetings, suggest legislation change and update regulations to keep up with the growing industry.

- 5) Take steps to educate the legislature on the concerns of our profession (i.e. sanitation and public safety).

The board will continue to take steps to educate the legislature on the serious concerns of our profession.

- 6) Continue to have increased investigative staff time to address the complaints and concerns of the public.

The board recognizes that increased investigative staff time has been allowed for follow through on complaints, open cases, and current investigative issues. This has greatly alleviated many complaints being received. Ongoing investigative staff time will be needed for public safety. A hardship to continue with and increase excellent investigative staff is the new budget proposal which is suggesting to change the internal structure of investigations as well as potentially declining the board's suggestion for increased investigative staffing.

CONTINUED ON FOLLOWING PAGE

ALASKA BOARD OF BARBERS AND HAIRDRESSERS
Fiscal Year 2019 Annual Report

Goals and Objectives (continued)

Part II (continued)

FY 2020's goals and objectives, and proposed methods to achieve them.

Describe any strengths, weaknesses, opportunities, threats and required resources:

- 7) Supported staff for licensing to properly handle the growing volume of licenses, apprentice and student paperwork.

The board will continue supporting the department's addition of another full-time licensing examiner. The board recognizes the growing number of licensees and increased paperwork and will continue to support the division and additional assistance as needed.

- 8) Update service and practices of estheticians to meet current industry standards and practices.

The board has been stalled on this task due to other tasks, legislation, and keeping up on regulation updates. The board will continue to address this issue.

- 9) Increase the length of time licensed as a tattooer or permanent cosmetic colorist from one year to a minimum of three years before taking on apprentices.

The board will continue to increase the health and safety practices in our communities as well as take advice from community members during town hall meetings.

- 10) The board be given authority to create and edit licensing requirements they regulation for each of the professions.

Currently specific criteria for the majority of licenses are written in legislation requiring a lengthy and consuming process to stay current with our growing and changing industries. The board would like to see a legislation change to set certain criteria for our professions in regulation and will continue to better serve the health and safety of our communities by doing so.

- 11) Increase the 12 hour manicuring license to bring it up to national standards as well as protect our community members by ensuring the health and safety of this industry.

The board would like to see this license brought back up to 250 hours to ensure the health and safety of our communities. However, the board faced challenge last time because there was an absence of a grandfathering regulation which would allow for work experience to make up the difference in hours of education. The board would like to see the license requirements for manicuring to increase however allow practitioners to use their work experience to count for the difference in education hours.

ALASKA BOARD OF BARBERS AND HAIRDRESSERS
Fiscal Year 2019 Annual Report

Sunset Audit Recommendations

Date of Last Legislative Audit:
Board Sunset Date:

Audit Recommendation: NO RECOMMENDATIONS

Action Taken:

Next Steps:

Date Completed: