

# ***Annual Report***

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# ***Fiscal Year 2020***

## **BOARD OF BARBERS AND HAIRDRESSERS**



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

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**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.































**BOARD OF BARBERS AND HAIRDRESSERS**  
**Fiscal Year 2020 Annual Report**

**Goals and Objectives**

**Part I**

***FY 2020's goals and objectives, and how they were met:***

- 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.

The board exceeded requirements of three requirements per year. They ran productive and smoothly.

- 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.

The board should be operating under budget because of travel restrictions, continued teleconferences and zoom meetings, and the elimination of practical exams. In person meetings are still more productive and efficient. Developing a working relationship happens better in person.

- 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.

We were unable to send a division and board member to the NIC because of budget cuts. This is valuable and would like to see this allowed in our budget.

- 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.

We have done well with this goal, allowed monthly and quarterly reports via email, moving toward online record keeping/submission.

- 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) We were unable to travel to Juneau, however had a bill that we wanted to have picked up and was not picked up.

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.

We made steps to get our investiagtors to investigate on a complaint driven bases to investigate shop, schools, salons based on DEC guidelines, updated matrix, began discussion on new matrix, and created checklist.



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**Goals and Objectives (continued)**

**Part I (continued)**

***FY 2020's goals and objectives, and how they were met:***

- 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.

Did create two full time licensing examiner positions. We have more support from admin staff. Moving toward online submissions assisting staff on keeping up on workload/paperwork. With possible removal of practical examination will free up staff time for other duties. Staff and board work well and efficiently together.

- 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.

The board will continue to address this issue and discuss at meetings.

- 9) Increase the length of time licensed as a tattooist, body piercing 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. This goal is still being discussed.

- 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.

The board submitted this to legislation in January 2019 however was not picked up and will continue to push this forward.

- 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.

The board would like to see this project move forward and continues to work on updating this program.

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**Goals and Objectives**

**Part II**

***FY 2021'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.

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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).

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

- 7) 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

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**Goals and Objectives (continued)**

**Part II (continued)**

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

- 8) Supported staff for licensing to properly handle the growing volume of licenses, apprentice and student paperwork.
- 9) 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.
- 10) Update service and practices of estheticians to meet current industry standards and practices.
- 11) 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.
- 12) Increase the length of time licensed as a tattooist or permanent cosmetic colorist from one year to a minimum of three years before taking on apprentices.
- 13) 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.
- 14) The board be given authority to create and edit licensing requirements they regulation for each of the professions.
- 15) 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.
- 16) 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.
- 17) 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.

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**Sunset Audit Recommendations**

**Date of Last Legislative Audit:** April 18, 2018  
**Board Sunset Date:** June 30, 2027

**Audit Recommendation:** No Recommendations

**Action Taken:**

**Next Steps:**

**Date Completed:**