

STATE OF ALASKA
DEPARTMENT OF COMMERCE, COMMUNITY AND ECONOMIC
DEVELOPMENT
DIVISION OF CORPORATIONS, BUSINESS AND PROFESSIONAL LICENSING
BOARD OF BARBERS AND HAIRDRESSERS

MINUTES OF MEETING
October 6, 2014

By the authority of AS 08.01.070(2) and AS 08.86.030 and in compliance with the provisions of AS 44.62 Article 6, a scheduled meeting of the Board of Barbers and Hairdressers was held October 6, 2014 in Anchorage, Alaska, Robert B. Atwood Bldg., Room 1270

Monday, October 6, 2014

Item 1. Call to Order/Roll Call

The meeting of the Board of Barbers and Hairdressers was called to order by Glenda Ledford, Chair at 9:00 a.m. Members present were:

Glenda Ledford, Barber, Chair
Deanna Pruhs, Hairdresser
Jeannine Jabaay, Public Member
Kevin McKinley, Tattooist/Body Piercer/Permanent Cosmetic Colorist
Darae Crews, Hairdresser/Esthetician
Derrick Slaughter, Barber

Present from the Division of Corporations, Business and Professional Licensing were:

Cynthia Spencer, Licensing Examiner
William Harlan, Investigator
Dawn Bundick, Investigator
Sara Chambers, Division Director

Present from the public were:

Debra Long, Instructor, Proctor, Shop, & School Owner
Charlotte Lushin, Proctor & Barber
Heather Picard, Hairdresser
Michelle McMullin, Esthetician & Manicurist
Jana Powell, Instructor, Shop, & School Owner
Michelle (Mitch) Black, Proctor, Instructor, & Shop Owner
W. Mae Canady, Instructor, Proctor, Shop & School Owner
Gloria Bamberg-Merritt, Instructor & Shop Owner

Item 2. Review/amend agenda

Glenda Ledford asked Board members and staff if there were any changes to the agenda.

Cynthia Spencer asked that the following be added to the agenda:

Under Item 8; add Review/Adopt Examination Card Changes

Under Item 9; add On Line Blood Borne Pathogen Course Approval

Ms. Spencer stated that several agenda items had additional handouts which had been provided to Board members.

Ms. Ledford asked the Board if there were any other changes needed; hearing no further additions, Ms. Ledford asked for a motion from the Board.

On a motion duly made by Kevin McKinley, seconded by Derrick Slaughter, and approved unanimously, it was

RESOLVED to accept the amended agenda.

Roll Call Vote

NAME	YES	NO	ABSTAIN
Derrick Slaughter	X		
Jeannine Jabaay	X		
Glenda Ledford	X		
Kevin McKinley	X		
K. Darae Crews	X		
Deanna Pruhs	X		

THE MOTION PASSED BY A MAJORITY VOTE.

Item 3. Ethics Disclosure

The Board reviewed ethics disclosure forms in the meeting packet.

The Board had no ethics violations to report.

Item 4. Review/Adopt Meeting Minutes

May 12, 2014

The Board reviewed the draft May 12, 2014 minutes. Ms. Ledford asked the Board if there were any edits/corrections needed; hearing none Ms. Ledford asked for a motion.

On a motion duly made by Darae Crews, seconded by Deanna Pruhs, and approved unanimously, it was

RESOLVED to adopt the May 12, 2014 meeting minutes as written.

It should be noted that Jeannine Jabaay abstained from voting as she had not had the opportunity to read the draft minutes.

Ms. Ledford stated that the Board was ahead of schedule and would move on to another agenda item until Public Comment, Item 5 at 9:30 a.m.

Item 8. Board Business/Discussion

❖ Schedule January, May, October, 2015 Meeting Dates

The Board discussed the benefits of holding a Board meeting during the upcoming Legislative Session as it would offer the Board the opportunity to speak with Senators, Representatives, and Legislators regarding the Board's proposed Manicuring and other Statutory changes.

The Board set the following meeting dates with all meetings to begin at 9:00 a.m. due to the drive time needed between Wasilla, AK and Anchorage, AK.

The Board also requested the Anchorage meetings be held in the Robert B. Atwood Bldg.

January 26, 2015 – Juneau, AK
May 4, 2015 – Anchorage, AK
October 5, 2015 – Anchorage, AK

The Board stated having Investigator William Harlan physically attend the January 2015 would be appropriate and helpful to the Board as Mr. Harlan would be able to conduct inspections in Juneau and maybe other areas of Southeast Alaska. The Board feels that an Investigative presence in other areas than Anchorage and Wasilla are greatly needed and would assist the Board in meeting their Goals & Objectives.

❖ Schedule Practical and Written Examination Dates

The Board set the following examination dates for Anchorage, Fairbanks, and Juneau. All examination application deadlines are 30-days from the next scheduled examination.

Anchorage:

January 11 & 12, 2015
January 25 & 26, 2015
February 22 & 23, 2015
March 22 & 23, 2015
April 26 & 27, 2015
May 17 & 18, 2015
June 28 & 29, 2015
July 26 & 27, 2015
August 23 & 24, 2015

September 27 & 28, 2015
October 25 & 26, 2015
November 15 & 16, 2015

Fairbanks:

January 11 & 12, 2015
April 26 & 27, 2015
July 26 & 27, 2015
October 25 & 26, 2015

Juneau:

January 11 & 12, 2015
April 26 & 27, 2015
July 26 & 27, 2015
October 25 & 26, 2015

On a motion duly made by Darae Crews, seconded by Derrick Slaughter and approved unanimously, it was

RESOLVED to public notice examination dates as set by the Board.

Roll Call Vote

NAME	YES	NO	ABSTAIN
Kevin McKinley	X		
Glenda Ledford	X		
Derrick Slaughter	X		
K. Darae Crews	X		
Jeannine Jabaay	X		
Deanna Pruhs	X		

THE MOTION PASSED BY A MAJORITY VOTE

Item 5. Public Comment

Michelle McMullin, Esthetician & Manicurist

Ms. McMullin informed the Board that she has many concerns regarding the application of false eyelashes/eyelash extensions. Ms. McMullin stated that she is seeing and fixing many improperly done eyelash extensions. Ms. McMullin also stated that due to improperly applied glue and eyelashes there were many health risks related to bacterial infections and other eye issues to the types of adhesives being used. Ms. McMullin stated she felt the Board should regulate this service more and only allow estheticians to provide the services.

The Board stated that the application of eyelashes was regulated and this Board only allows, through regulation, the application of false eyelashes to be done by hairdressers under "limited esthetics", and estheticians

Ms. Jabaay asked why Ms. McMullin thought there were health risks. Ms. McMullin responded that with improper application, eyelashes were clumping and exposed areas of adhesive could attract bacteria and lead to infections. Ms. McMullin shared a picture, from her phone, taken of a client who had come to her for correction.

Ms. Jabaay also asked why estheticians should be the only licensees to provide this type of service. Ms. McMullin responded that estheticians receive more training for skin care than hairdressers.

Mr. McKinley asked about training for eyelash extensions. Ms. McMullin responded that some companies/manufactures offer certification training for their products; but that when this began they were teaching anyone who signed up whether they held a license or not; however, most manufactures had begun requiring attendees to hold a license to provide the service.

Ms. Pruhs suggested the Board send a letter to the corporations informing them that licenses and what type, are required in Alaska. Ms. Spencer informed the Board that many different companies had already been in contact with her requesting licensing information.

The Board informed Ms. McMullin and attendees that if problems are noticed they should be contacting Investigative Staff to file complaints. Ms. Ledford stated that if no one followed through with a complaint there wasn't anything the Board could do to address improperly provided services.

The Board thanked Ms. McMullin for her time and participation.

Michelle Black, Instructor, examination proctor and shop owner
Ms. Black asked the Board for clarification on what exam proctors were allowed to ask candidates. Ms. Black gave an example, a candidate had gotten perm solution into the mannequin's eye and Ms. Black had asked the candidate what should be done for the client. Ms. Black also informed the Board that she had been chastised by another proctor for asking this type of question during an examination in front of candidates.

The Board expressed their extreme displeasure and dismay at the incident occurring in front of candidates.

The Board stated that exam proctors are very limited on what questions are asked of candidates and that if there are issues like the one Ms. Black described then the proctors score should reflect that. The Board also stated that issues as described are covered on the written examination. The Board went on to state that they appreciated all of the proctors time and assistance with the administration of the examinations.

The Board had a brief discussion regarding Ms. Black's concerns and decided to schedule a proctor training in Anchorage on January 18, 2015 to be held at Academy of Hair Design beginning at 1:00p.m.

Ms. Ledford stated that examination proctors should email Ms. Spencer their questions and concerns so they could be thoroughly addressed during the training.

The Board thanked Ms. Black for her time and participation.

W. Mae Canady, Instructor, Proctor, Shop & School Owner

Ms. Canady thanked the Board for their time. Ms. Canady asked the Board if they could only allow instructors to be exam proctors as having 10 years of teaching she felt helped her with proctoring.

The Board stated that due to the small pool of examination proctors, adding a restriction that would only allow licensed instructors to be proctors would severely deplete the available list of proctors.

The Board thanked Ms. Canady for her time and participation.

Item 6. Investigative Report

William Harland and Dawn Bundick greeted the Board and passed additions to the Investigative report. Mr. Harlan apologized to the Board stating that several more cases had occurred after sending information to the Board and that this review may take longer than intended and that hopefully for the next meeting this would not occur on such a large scale. Mr. Harlan also added that there would be discussion after executive session regarding standards the Board would like to set and an updated Civil Fine Schedule.

Ms. Bundick introduced herself to the Board and explained that due to staffing changes she had been assigned to the Board for a short time and had an item to cover with the Board.

Mr. Harlan and Ms. Bundick informed the Board that due to the staffing changes there had been reassignments, however due staffing additions and changes, Mr. Harlan would resume duties as the Board's Investigator.

Mr. Harlan asked the Board how they liked having Investigative Report information for review prior to the meeting.

The Board responded that it was a great help for time management and requested they continue to receive as much of the Report with their Board packets for review prior to meetings.

On a motion duly made by Kevin McKinley, seconded by Derrick Slaughter, and approved unanimously, it was

RESOLVED to enter into Executive Session under the authority of AS 44.62.310(C) to discuss with the investigators the investigative report.

The Board entered into executive session at 9:55 a.m., and returned from executive session at 11:49 a.m.

Mr. Harlan reviewed the Investigative Report with the Board; Mr. Harlan reported that there were currently 22 open complaint investigations and 26 complaints/investigations had been closed.

The Board asked Mr. Harlan the best way to make motions for the Report. Mr. Harlan stated that the Board could use case numbers and/or "agenda item #" as provide in the Report.

On a motion duly made by Jeannine Jabaay, seconded by Derrick Slaughter, and approved unanimously, it was

RESOLVED to adopt the CA for Agenda Item 1 case 20013-001616, Michelle Williams as written.

Ms. Ledford asked the Board if they would like any discussion on this motion; hearing none Ms. Ledford asked for a roll call vote.

Roll Call Vote

NAME	YES	NO	ABSTAIN
Glenda Ledford	X		
Derrick Slaughter	X		
K. Darae Crews	X		
Jeannine Jabaay	X		
Kevin McKinley	X		
Deanna Pruhs	X		

THE MOTION PASSED BY A MAJORITY VOTE.

On a motion duly made by Jeannine Jabaay, seconded by Deanna Pruhs, and approved unanimously, it was

RESOLVED to adopt the CA for Agenda Item 2 case 20013-001619, Deanna Rouggly-Drew as written.

Ms. Ledford asked the Board if they would like any discussion on this motion; hearing none Ms. Ledford asked for a roll call vote.

Roll Call Vote

NAME	YES	NO	ABSTAIN
Kevin McKinley	X		
Jeannine Jabaay	X		
Derrick Slaughter	X		
Glenda Ledford	X		
Deanna Pruhs	X		
K. Darae Crews	X		

THE MOTION PASSED BY A MAJORITY VOTE.

On a motion duly made by Jeannine Jabaay, seconded by Derrick Slaughter, and approved unanimously, it was

RESOLVED to adopt the CA for Agenda Item 3 case 20013-002376, Candice Mellberg as written.

Ms. Ledford asked the Board if they would like any discussion on this motion; hearing none Ms. Ledford asked for a roll call vote.

Roll Call Vote

NAME	YES	NO	ABSTAIN
Derrick Slaughter	X		
Jeannine Jabaay	X		
Glenda Ledford	X		
Kevin McKinley	X		
K. Darae Crews	X		
Deanna Pruhs	X		

THE MOTION PASSED BY A MAJORITY VOTE.

On a motion duly made by Jeannine Jabaay, seconded by Derrick Slaughter, and approved unanimously, it was

RESOLVED to adopt the CA for Agenda Item 4 case 20014-000155, Tara Mayo as written.

Ms. Ledford asked the Board if they would like any discussion on this motion; hearing none Ms. Ledford asked for a roll call vote.

Roll Call Vote

NAME	YES	NO	ABSTAIN
K. Darae Crews	X		

Deanna Pruhs	X
Glenda Ledford	X
Derrick Slaughter	X
Jeannine Jabaay	X
Kevin McKinley	X

THE MOTION PASSED BY A MAJORITY VOTE.

On a motion duly made by Jeannine Jabaay, seconded by Derrick Slaughter, and approved unanimously, it was

RESOLVED to adopt the CA for Agenda Item 5 case 20014-000158, Diane Lytle as written.

Ms. Ledford asked the Board if they would like any discussion on this motion; hearing none Ms. Ledford asked for a roll call vote.

Roll Call Vote

NAME	YES	NO	ABSTAIN
Glenda Ledford	X		
Jeannine Jabaay	X		
K. Darae Crews	X		
Kevin McKinley	X		
Deanna Pruhs	X		
Derrick Slaughter	X		

THE MOTION PASSED BY A MAJORITY VOTE.

On a motion duly made by Jeannine Jabaay, seconded by Derrick Slaughter, and approved unanimously, it was

RESOLVED to accept the license surrender for Agenda Item 6 case 20014-000778, Brandon Tatum.

Ms. Ledford asked the Board if they would like any discussion on this motion; hearing none Ms. Ledford asked for a roll call vote.

Roll Call Vote

NAME	YES	NO	ABSTAIN
Derrick Slaughter	X		
Jeannine Jabaay	X		
Glenda Ledford	X		
Deanna Pruhs	X		
K. Darae Crews	X		

Kevin McKinley X

THE MOTION PASSED BY A MAJORITY VOTE.

On a motion duly made by Jeannine Jabaay, seconded by Derrick Slaughter, and approved unanimously, it was

RESOLVED to adopt the Imposition of Civil Fine for Agenda Item 8, case 20014-001340, Roxanne Wintz.

Ms. Ledford asked the Board if they would like any discussion on this motion; hearing none Ms. Ledford asked for a roll call vote.

Roll Call Vote

NAME	YES	NO	ABSTAIN
Jeannine Jabaay	X		
Glenda Ledford	X		
K. Darae Crews	X		
Deanna Pruhs	X		
Derrick Slaughter	X		
Kevin McKinley	X		

THE MOTION PASSED BY A MAJORITY VOTE.

On a motion duly made by Jeannine Jabaay, seconded by Derrick Slaughter, and approved unanimously, it was

RESOLVED to accept the Imposition of Civil Fine for Agenda Item 8, case 20014-001342, Beverly Popescu.

Ms. Ledford asked the Board if they would like any discussion on this motion; hearing none Ms. Ledford asked for a roll call vote.

Roll Call Vote

NAME	YES	NO	ABSTAIN
Glenda Ledford	X		
Jeannine Jabaay	X		
Derrick Slaughter	X		
Kevin McKinley	X		
Deanna Pruhs	X		
K. Darae Crews	X		

THE MOTION PASSED BY A MAJORITY VOTE.

On a motion duly made by Jeannine Jabaay, seconded by Derrick Slaughter, and approved unanimously, it was

RESOLVED to accept the Imposition of Civil Fine for Agenda Item 9, case 20014-001354, Troiane Young.

Ms. Ledford asked the Board if they would like any discussion on this motion; hearing none Ms. Ledford asked for a roll call vote.

Roll Call Vote

NAME	YES	NO	ABSTAIN
Kevin McKinley	X		
K. Darae Crews	X		
Deanna Pruhs	X		
Glenda Ledford	X		
Jeannine Jabaay	X		
Derrick Slaughter	X		

THE MOTION PASSED BY A MAJORITY VOTE.

On a motion duly made by Jeannine Jabaay, seconded by Derrick Slaughter, and approved unanimously, it was

RESOLVED to adopt the CA for Agenda Item 10 case 20013-002253, Cynthia Eveslage as written.

Ms. Ledford asked the Board if they would like any discussion on this motion; hearing none Ms. Ledford asked for a roll call vote.

Roll Call Vote

NAME	YES	NO	ABSTAIN
Deanna Pruhs	X		
Kevin McKinley	X		
Jeannine Jabaay	X		
K. Darae Crews	X		
Derrick Slaughter	X		
Glenda Ledford	X		

THE MOTION PASSED BY A MAJORITY VOTE.

On a motion duly made by Jeannine Jabaay, seconded by Derrick Slaughter, and approved unanimously, it was

RESOLVED to adopt the CA for Agenda Item 11 case 20013-002371, Norene Nelson as written.

Ms. Ledford asked the Board if they would like any discussion on this motion; hearing none Ms. Ledford asked for a roll call vote.

Roll Call Vote

NAME	YES	NO	ABSTAIN
Kevin McKinley	X		
Jeannine Jabaay	X		
Derrick Slaughter	X		
Glenda Ledford	X		
Deanna Pruhs	X		
K. Darae Crews	X		

THE MOTION PASSED BY A MAJORITY VOTE.

On a motion duly made by Jeannine Jabaay, seconded by Derrick Slaughter, and approved unanimously, it was

RESOLVED to adopt the CA for Agenda Item 12 case 20014-001162, Jessica Steele as written.

Ms. Ledford asked the Board if they would like any discussion on this motion; hearing none Ms. Ledford asked for a roll call vote.

Roll Call Vote

NAME	YES	NO	ABSTAIN
Deanna Pruhs	X		
Kevin McKinley	X		
Jeannine Jabaay	X		
K. Darae Crews	X		
Derrick Slaughter	X		
Glenda Ledford	X		

THE MOTION PASSED BY A MAJORITY VOTE.

Mr. Harlan asked to the Board to review changes to the current Civil Fine Schedule adopted by the Board during its January 28, 2013 meeting.

The Board reviewed the schedule with Ms. Jabaay comparing the changes between the 2013 Schedule and the proposed Schedule and requested a few minor changes be done. The Board asked if there would be a time limit set on the submission of apprentice reports.

Ms. Spencer informed the Board that she had not been able to submit requested proposed regulation changes from the May 2014 meeting; Ms. Spencer stated that the proposed Regulation change would take the requirements for submission of reports from 12 AAC 09.130 (c), (e), and (f) to be added to 12 AAC 09.190 (apprentices); this would allow the Board to expect, through Regulation, to have a time limit on the submission of reports.

Mr. Harlan stated he would return to the Board shortly with an updated version of the Fine Schedule for the Board to review and adopt.

The Board asked Ms. Spencer to see if it would be possible to make or add a Regulation which would provide a three (3) strike system for Instructors and Trainers who continually failed to submit required paperwork for their apprentices.

Recess The Board recessed at 12:36p.m.; reconvened at 12:47 p.m.

The Board resumed with Item 8. Ms. Ledford informed the Board that due to moving Public Comment earlier on the Agenda one individual had misread the Agenda and would be allowed to speak to the Board at 1:15p.m.

Item 8. Board Business/Discussion, Cont.

❖ NIC Annual Conference Report

Ms. Ledford informed the Board that she had attended the NIC 2014 Annual Conference in Charleston, SC. Ms. Ledford shared hands outs from the Conference with the Board. Ms. Ledford stated that the hottest topic during the Conference had been the American Institute of Justice (AIJ); Ms. Ledford stated that the AIJ is suing States and Schools with the purpose of requiring Schools to pay students an hourly wage during enrollment. Ms. Ledford went on to state that this is due to schools that have a shop/salon which allows students to earn their practical requirements. Ms. Ledford stated that most schools do have a shop/salon and charge clients for only the product being used and clearly advertise that services are being provided by students. Ms. Ledford went on to state that AIJ currently has a lawsuit with the State of Florida. Ms. Ledford cautioned that if the Florida lawsuit is won by AIJ, they could be heading towards Alaska.

The Board asked if this would affect apprentices; Ms. Ledford stated she wasn't sure if apprentices would be affected.

Ms. Pruhs informed the Board that she had been informed by the Dept. of Labor that if she and an apprentice signed an agreement stating no wages would be paid to the apprentice then she wouldn't need to pay the apprentice.

Ms. Ledford informed the Board that distance education had also been discussed during the Conference. Ms. Ledford stated that Milady and Pivot Point were now offering distance learning on-line for the required theory portions. Ms. Ledford went on to state that the courses provided time management, log in verification, very good record keeping,

videos, and more for the students; however a practical examination would be administered on-site/in the registered school. Ms. Ledford stated she felt something like this would be good for Alaska specifically for those in outlying areas for example Bethel and Southeast Alaska.

The Board reviewed the required theoretical hours for barbers, hairdresser, and esthetician and asked Ms. Spencer if they could accept on-line training for the required theoretical hours. Ms. Spencer stated that current regulations do not allow for any on-line training. Ms. Spencer went on to state that the Board would need to draft regulation(s) that were very clear and specific. Ms. Spencer also mentioned that there was an on-line course approval for the Board to review under Item 9, Correspondence.

Ms. Ledford asked Ms. Spencer if she had been able to obtain a copy or sample of the NIC tattoo written examination booklet. Ms. Spencer stated that she had not received a response from NIC by the time she left the office on Friday but should have more information for presentation during the January 2015 meeting.

Ms. Jabaay asked if Ms. Ledford felt attending these conferences were beneficial to the Board. Ms. Ledford responded that attendance was absolutely beneficial. Ms. Ledford went on to state that since Ms. Spencer had been unable to attend the Executive Directors portion of the meeting she had sat in for two days; during this portion of the Conference, there had been 21 states Executive Directors there speaking, sharing, and addressing issues the States faced like fraudulent licensing, AIJ, license verifications, shared databases, the consolidation of all States to have one blanket requirement for license types so licensees are able to apply in different States by reciprocity and not have to re-enroll in schools or apprentice programs. Ms. Ledford gave an example that barbers and hairdressers would be required to earn 1500 hours of training and that this hour requirement would be adopted by all State Boards.

The Board agreed that a blanket requirement for the US would be beneficial for the industry. Ms. Ledford urged the Board to go on-line and review the program requirements set by West Virginia as she believes it is one of the best and would provide the Board more information.

Ms. Ledford stated that information had also been shared about a school out of Washington State, Hans School Seattle of Beauty Academy, that had and still may be providing fraudulent training information and that Ms. Spencer should not accept the training. Ms. Spencer responded that at this time there was nothing she could do as the Board does not provide through Regulation or Statute that schools must be accredited.

Ms. Ledford informed the Board that she had been elected as the Region 4 Director, which includes Alaska, so Alaska will be given full representation. The Board congratulated Ms. Ledford.

Ms. Pruhs asked Ms. Ledford what it would take to standardize testing. Ms. Ledford responded that if a State belongs to NIC then the State is providing a standardized test for

written and practical. Ms. Ledford clarified that most of the NIC States do use the same written examination but many States still provide and administer their own State specific practical examination.

Gloria Bamberg-Merritt joined the Board at 1:15p.m.

Item 5. Public Comment, Cont.

Gloria Bamberg-Merritt, Instructor & Shop Owner

Ms. Bamberg-Merritt introduced herself to the Board and thanked them for making an exception by allowing her to address the Board.

Ms. Bamberg-Merritt asked the Board if they would consider a braiding only license as this is a service that is growing in the industry and many people are providing this service.

The Board stated that a braiding license would be a new type of license and new Statute which must be submitted though the Legislature. The Board suggested Ms. Bamberg-Merritt get together with friends, employees, etc., and contact their Senator(s), Representative(s), Legislator(s), etc., to suggest the creation of a new license type. The Board also urged Ms. Bamberg-Merritt to report unlicensed activity to the Investigator.

The Board thanked Ms. Bamberg-Merritt for her time and participation.

Mr. Harlan re-joined the Board with the amended proposed Fine Schedule. The Board reviewed the Schedule.

Sara Chambers, Director, joined the Board at 1:23 p.m.

On a motion duly made by Kevin McKinley, seconded by Darae Crews, and approved unanimously, it was

RESOLVED to adopt the October 6, 2014 Fine Schedule as presented.

Ms. Ledford asked the Board if they would like any discussion on this motion; hearing none Ms. Ledford polled the Board. Hearing no disagreements the Fine Schedule was adopted.

Item 9. Board Business/Discussion, Cont.

❖ Budget Report

Ms. Chambers greeted and introduced herself to the Board.

Ms. Chambers provided the Board a Fiscal Year 2014 Dept. of Environmental Conservation (DEC) spread sheet which reflected body modification shops inspected during the last Fiscal year and a copy of the DEC Hair and Body Art Inspection check

sheet. Ms. Chambers stated that per the Boards agreement to increased fees paid to DEC during its May 2014 meeting; the Board was now paying an estimated \$11,000.00 to DEC for their contracted inspection services. Ms. Chambers stated that this information was not on the initial meeting agenda so if the Board would review the handout and direct questions to her, she would then follow up with the Board during the January 2015 meeting.

Ms. Ledford asked how the Board could use DEC to conduct full inspections for shops that not only provide body art. Ms. Chambers responded that it may take Statutory and Regulatory changes if not already in place. Ms. Chambers reminded the Board that there may be further costs to the Board for full inspections.

The Board asked Ms. Chambers to find out why the report reflected 50 inspections done for July 2013-June 30. 2014 as the worksheet does not reflect 50 shops inspected. Ms. Spencer reminded the Board DEC also does inspections of all shops located outside the Municipality of Anchorage's jurisdiction and those shops may not be reflects on the list as they are not body art shops.

Ms. Chambers urged the Board to review the information and contact her or Ms. Spencer with questions which, Ms. Chambers would look into and provide information at the next Board meeting.

Ms. Chambers informed the Board that the budget report provided in the Board packet had previously been reviewed during the May 2014 meeting. Ms. Chambers went on to inform the Board that the end of the year report would be available by the January 2015 meeting. The Board stated they understood.

The Board thanked Ms. Chambers for her time and assistance.

Item 8. Board Business/Discussion, Cont.

❖ Proposed Regulations – Update

Ms. Spencer reported that proposed regulations from the May 2014 meeting had just been submitted and hopefully will be ready for consideration at the January 2015 meeting.

Ms. Spencer also informed the Board that there was a new Statute & Regulation booklet revised September 2014 which the Board had been provided with copies and information updated on the Boards website.

❖ Practical Examination Report

Mr. Slaughter informed the Board that he observed two practical examinations and noticed that the students and proctors needed to be physically protected; Mr. Slaughter elaborated that an inebriated individual had walked in to the testing site and demanded a

haircut. Mr. Slaughter stated that the issue had been resolved right away, but that the doors of the exam site should be locked.

Mr. Slaughter also asked how does a “lead” proctor get selected; does this “lead” title require additional licenses, training, etc? Mr. Slaughter stated that he feels, for example, a hairdresser proctor should handle hairdressers; a barber proctor should handle barber candidates, etc.

Ms. Spencer responded that due to the lack of proctors, once a licensee had applied to be a proctor and gone through the required proctor training the individual proctors, using the provided score sheets, were able to grade barbers, hairdressers, and estheticians. Ms. Spencer also stated that the “lead” proctor title was a bit of a misnomer as all proctors for the practical examination are paid the “lead” proctor rates and the individual selected to be “lead” proctor will assist Ms. Spencer in scheduling practical examinations, handle pick up and drop off of examination materials to and from the Anchorage office and between the next “lead” proctor for practical examination roll tote materials.

Ms. Spencer stated that typically the doors are locked after each exam sections sign-in period, but this incident may have occurred on the date that the testing site owner had forgotten to leave the key. Ms. Spencer went on to elaborate that all exam proctors had been provided her cell phone number in case of emergencies or related issues.

Mr. Slaughter also informed the Board that many of the candidates he had observed were not wearing proper attire, hung over, drunk or otherwise inebriated and didn’t have the supplies/equipment needed to do the examination. Ms. Slaughter wondered if there was something the Board could require too cut down on these issues.

Ms. Crews and Ms. Ledford stated that there was a supply/equipment list available to candidates and that if a person didn’t bring all supplies/equipment needed they still may be able to complete portions of the examination; and that the only “dress code” was asked of the examination proctors.

The Jabaay asked if they could raise the fees paid to examination proctors. Ms. Spencer stated she would inquire and report back at the January 2015 meeting.

Mr. Slaughter asked if computerized testing for the written examination was possible. Ms. Spencer stated that this would be a topic to discuss with Ms. Chambers. Ms. Spencer elaborated that Anchorage and maybe Fairbanks had authorized computer testing centers run by Prometric Testing Centers, however no test facility was available in Southeast Alaska due to costs and usage. Ms. Ledford stated that this was an area the Board must tread carefully as it could result in a lawsuit by a candidate due to not having a testing center available for a specific location.

Ms. Ledford asked Ms. Spencer to find out if the use of a mannequin head could be used in place of a live model. The Board stated they thought this would be excellent as it would

assist candidates who are unable to find a live model and also cut costs for those candidates who have to pay travel costs for their models.

❖ Review/Adopt Exam Card

The Board reviewed the amended examination cards for barbers, hairdressers, and estheticians.

The Board requested that the barber and hairdresser Permanent Waving card, number 2; be amended to read “Section **into a** nine (9) section parting for full permanent waving”.

On a motion duly made by Darae Crews, seconded by Derrick Slaughter and approved unanimously, it was

RESOLVED to adopt the revised examination cards for barbers, hairdressers, and estheticians.

Ms. Ledford asked the Board if they would like any discussion on this motion; hearing none Ms. Ledford polled the Board. Hearing no disagreements the amended examination cards were adopted.

❖ Correspondence

The Board reviewed the letter dated August 5, 2014 from the Commonwealth of Virginia regarding their new written examination developed by Ergometrics/National Testing Network, Inc.

Ms. Spencer asked the Board if they would accept this written examination from applicants applying for licensure by “waiver of examination” from Virginia. The Board agreed they would as Ergometrics was equivalent to the NIC written examination. Ms. Ledford also informed the Board that this testing company had been addressed during the 2014 Annual Conference. Ms. Ledford clarified that Ergometrics did and provided the same quality of examinations, etc., as NIC but were just a different company.

- ❖ On-Line Blood Borne Pathogen Course Approval
 - Association of Professional Piercers (APP)
 - Medic First Aid, Health & Safety Institute (HSI)

The Board reviewed documentation provided by APP and HSI. After a brief discussion the Board stated they felt both courses were acceptable.

Ms. Spencer informed the Board that the American Red Cross and American Heart Association had begun to offer courses for new and renewal of CPR courses through an online course that offers face to face certification with a licensed Instructor and course provided mannequin or completion of online course modules followed by a classroom setting final certification. Ms. Spencer elaborated that the course consist of on-line

training with the final certification being done via video/live streaming with the Instructor instructing, observing, and grading the individual taking the training. Ms. Spencer asked the Board if they would accept this on-line and face-to face training to meet their requirements; she also stated that attendance and completion of these courses were confirmed by her during the application process either on the company's website or by a telephone call.

The Board decided that they would accept online CPR training with final certification being done on a mannequin viewed with a certified Instructor or the completion of course modules with final certification being done in a classroom setting.

On a motion duly made by Kevin McKinley, seconded by Derrick Slaughter, and approved unanimously, it was

RESOLVED to accept on-line blood borne pathogen training courses offered by the Association of Professional Piercers (APP) and Medic First Aid, Health & Safety Institute (HSI).

Ms. Ledford asked the Board if they would like any discussion on this motion; hearing none Ms. Ledford polled the Board. Hearing no disagreements the blood borne pathogen courses provided by APP and HSI were accepted.

❖ Chairperson Election

Ms. Ledford asked the Board if there were any nominations.

Ms. Pruhs nominated Ms. Ledford; Ms. Jabaay Seconded the motion.

Ms. Ledford asked the Board if there were any other nominations; hearing none Ms. Ledford polled the Board. Hearing no disagreements Ms. Ledford will remain the Board's Chairperson.

Ms. Ledford thanked the Board.

❖ Transcript Assistance

Ms. Spencer reviewed provided material with the Board and stated that over the last few years many applicants are coming in from out of State with incomplete training through schools and needing to complete their training in Alaska; provided transcripts have no set standard and that some schools can provide practical operation information and others cannot. Ms. Spencer went on to state that through affidavits using current curriculums, some schools have been able to provide a breakdown of the completed practical operations but most school have been unable to provide this information. Ms. Spencer also stated that through Board Policy, there had been a conversion of clock hours, units, etc., however the information provided through Board Policy was outdated and that she needed assistance converting transcript information into this Boards requirements. Ms. Spencer

reminded the Board that this conversion is for students and apprentices, not fully licensed practitioners.

The Board reviewed provided information, transcripts, and documentation and decided the following:

Wet hair styling...	90 minutes for one operation
Thermal hair styling..	60 minutes for one operation
Permanent waving...	3 hours for one operation
Chemical straighten...	90 minutes for one operation
Haircutting...	60 minutes for one operation
Haircoloring...	2.5 hours for one operation
Scalp and hair treatments...	45 minutes for one operation
Beard trimming...	30 minutes for one operation
Beard shave...	1 hour for one operation
Manual facials....	1.5 hour for one operation
Eyebrow arching....	30 minutes for one operation
Makeup...	2 hours for one operation
Manicure	1.5 hours for one operation
Electrical...	2 hours for one operation

❖ Correspondence

The Board reviewed the on-line 12 hour manicurist proposal from Aaron Boutsomsi, Alaska Nail Academy.

The Board discussed the pros and cons of an on-line course and decided to table the discussion as they needed more time to consider and discuss Regulation changes that would be needed to approve an on-line training course. The Board requested Ms. Spencer include the provided materials for further discussion during the January 26, 2015 meeting.

❖ Statute Re-wright

Ms. Ledford assigned Board members sections of the statute and regulation from the current September 2014 booklet to review. Ms. Ledford informed the Board that in conjunction with their meeting in January and proposed manicuring legislation; the Board should take the time to review all their current statutes and regulations; find inconsistencies, area(s) that are in need of editing, updates, etc. Ms. Ledford instructed the Board; by January 1; email and updated information to Ms. Spencer so the Board may take action during the meeting and try to submit any statutes that are in need of amendments with the proposed manicuring legislation. Ms. Ledford assigned the following to Board members:

- Mr. McKinley: review pages 1 – 7, Statutes
- Mr. Slaughter: review pages 8 – 14, Article 1
- Ms. Pruhs: review pages 14 – 21, Article 2 - 4

Ms. Ledford: review pages 21 – 30, Article 5

Ms. Crews: review pages 30 – 32, Article 6

Ms. Jabaay: review pages 32 – 34. Article 7

Item 10. Application Review (Spencer)

The Board broke into groups to facilitate the review process.

- Low Seng Saelee, Tattoo/PC out of State training, no license.

Ms. Pruhs reviewed the file with the Board and stated that Mr. Saelee met the training requirements of 12 AAC 09.169, however as Mr. Saelee does not hold a license or permit issued through the State of Washington ; he would need to take and pass the Alaska State Board written examination to qualify for a license.

On a motion duly made by Derrick Slaughter, seconded by Deanna Pruhs, and approved unanimously, it was

RESOLVED to accept the out of state training and issue a tattoo/permanent cosmetic colorist license after passing the Alaska State Board written examination for Low Seng Saelee.

Ms. Ledford asked the Board if they would like any discussion on this motion; hearing none Ms. Ledford asked for a roll call vote.

Roll Call Vote

NAME	YES	NO	ABSTAIN
Derrick Slaughter	X		
Jeannine Jabaay	X		
K. Darae Crews	X		
Deanna Pruhs	X		
Glenda Ledford	X		
Kevin McKinley	X		

THE MOTION PASSED BY A MAJORITY VOTE.

- Joseph J. Pittos, Tattoo/PC out of State training, no license.

Ms. Crews reviewed the file with the Board and stated that Mr. Pittios met the training requirements of 12 AAC 09.169, however as Mr. Pittios does not hold a license or permit issued through the State of Washington ; he would need to take and pass the Alaska State Board written examination to qualify for a license.

On a motion duly made by Darae Crews, seconded by Derrick Slaughter, and approved unanimously, it was

RESOLVED to accept the out of state training and issue a tattoo/permanent cosmetic colorist license after passing the Alaska State Board written examination for Joseph J. Pittios.

Ms. Ledford asked the Board if they would like any discussion on this motion; hearing none Ms. Ledford asked for a roll call vote.

Roll Call Vote

NAME	YES	NO	ABSTAIN
Deanna Pruhs	X		
Kevin McKinley	X		
Jeannine Jabaay	X		
K. Darae Crews	X		
Derrick Slaughter	X		
Glenda Ledford	X		

THE MOTION PASSED BY A MAJORITY VOTE.

- Victor F. Marrero: out of country barber training, training in Puerto Rico (PR), PR license and examination

Ms. Ledford, Mr. McKinley informed the Board that upon review of the licensing file; they had determined that Mr. Marrero had not provided verification of his PR barber license. They also reported upon review of transcripts & certificates Mr. Marrero did not meet Alaska's requirements for licensure by waiver of examination in accordance with AS 08.13.100(d) and 12 AAC 09.095(a)(3) and (4). They also reported the transcripts only reflect 1350 hours of training had been earned.

Mr. McKinley and Ms. Ledford stated they did not believe that Mr. Marrero qualified to apply for an Alaska license by "waiver of examination" as more training was required and examinations must be taken. Ms. Ledford stated that Mr. Marrero would need to enroll in an apprenticeship or school program, complete minimum licensure requirements of AS 08.13.080, apply for examinations; upon passing exams Mr. Marrero would be eligible for a barber license.

The Board agreed with information provided by Ms. Ledford and Mr. McKinley

On a motion duly made by Kevin McKinley, seconded by Darae Crews, and approved unanimously, it was

RESOLVED to deny the application for a hairdresser license by waiver of examination of Victor F. Marrero accordance with AS 08.13.100(d) and 12 AAC 09.095(a)(3) and (4); once the requirements of AS 08.13.100(d) and 12 AAC 09.095(a)(3) and (4) were met and Mr.

Marrero passed the practical & written examinations she would be eligible for licensure by examination.

Ms. Ledford asked the Board if they would like any further discussion on this motion; hearing one Ms. Ledford asked for a roll call vote.

Roll Call Vote

NAME	YES	NO	ABSTAIN
Jeannine Jabaay	X		
Glenda Ledford	X		
K. Darae Crews	X		
Deanna Pruhs	X		
Derrick Slaughter	X		
Kevin McKinley	X		

THE MOTION PASSED BY A MAJORITY VOTE.

- Norma Ramirez, Hairdresser, out of country training, no US license

On a motion duly made by Darae Crews, seconded by Jeannine Jabaay, and approved unanimously, it was

RESOLVED to accept all previous training earned at School of Beauty & Specialties “Vero’s International” and Internship at Ana’s Distributor of Professional Products & Beauty Shop and issue a hairdresser license after passing the Alaska State Board practical and National Cosmetology written examinations for Norma A. Ramirez.

Ms. Crews informed the Board that the training earned by Ms. Ramirez was equivalent to 12 AAC 09.160

Ms. Ledford asked the Board if they would like any discussion on this motion; hearing none Ms. Ledford asked for a roll call vote.

Roll Call Vote

NAME	YES	NO	ABSTAIN
Kevin McKinley	X		
Jeannine Jabaay	X		
K. Darae Crews	X		
Glenda Ledford	X		
Deanna Pruhs	X		
Derrick Slaughter	X		

THE MOTION PASSED BY A MAJORITY VOTE.

- Ljavid Nazifi, Barber, out of country training, no US license, no exams

Ms. Pruhs reviewed the file with the Board and reminded Board members that this application had been sent to the Board via mail vote which resulted in a vote to table. Ms. Pruhs informed the Board that Mr. Nazifi had many hours of training and work experience however the training was not itemized like Alaska requires. Ms. Pruhs went on to state she and Mr. Slaughter felt the requirements of 12 AAC 09.160 had been met and that if Mr. Nazifi could pass the Board's practical and written examinations, he should be granted a license.

On a motion duly made by Deanna Pruhs, seconded by Derrick Slaughter, and approved unanimously, it was

RESOLVED to accept the training earned in Macedonia as meeting the requirements of 12 AAC 09.160 and issue a barber license after passing the Alaska State Board practical and National Cosmetology written examinations for Ljavid Nazifi

Ms. Ledford asked the Board if they would like any discussion on this motion.

Mr. McKinley asked if Mr. Nazifi had taken examinations anywhere else. Mr. Slaughter responded that exams may have been required for his Macedonia license but the file indicates no license to practice barbering had been issued in the United States.

Ms. Ledford asked the Board if they would like any further discussion on this motion; hearing none Ms. Ledford asked for a roll call vote.

Roll Call Vote

NAME	YES	NO	ABSTAIN
Deanna Pruhs	X		
K. Darae Crews	X		
Glenda Ledford	X		
Derrick Slaughter	X		
Jeannine Jabaay	X		
Kevin McKinley	X		

- David Knox. Tattoo/PC out of State training, licensed in IN, no exam.

Mr. McKinley reviewed the file with the Board and stated that Mr. Knox met the training requirements of 12 AAC 09.169, however as Mr. Knox does not hold a license issued through the State of Indiana rather a permit issued through the Dept. of Health; he would need to take and pass the Alaska State Board written examination to qualify for a license

On a motion duly made by Kevin McKinley, seconded by Darae Crews, and approved unanimously, it was

RESOLVED to accept the out of state training and issue a tattoo/permanent cosmetic colorist license after passing the Alaska State Board written examination for David R. Knox.

Ms. Ledford asked the Board if they would like any discussion on this motion; hearing none Ms. Ledford asked for a roll call vote.

Roll Call Vote

NAME	YES	NO	ABSTAIN
Glenda Ledford	X		
Derrick Slaughter			
K. Darae Crews	X		
Jeannine Jabaay	X		
Kevin McKinley	X		
Deanna Pruhs	X		

THE MOTION PASSED BY A MAJORITY VOTE.

Item 11. Division Business

Ms. Spencer collected travel receipts that were available.

The Board adjourned at 3:30 p.m.

Respectfully submitted:

/s/ 1/26/15
Cynthia Spencer, Licensing Examiner

Approved:

/s/
Glenda Ledford, Chairperson
Board of Barbers and Hairdressers

Date: 1/26/15