

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

5  
6 MINUTES OF MEETING  
7 October 9, 2017  
8

9 By the authority of AS 08.01.070(2) and AS 08.86.030 and in compliance with the provisions of  
10 AS 44.62 Article 6, a scheduled meeting of the Board of Barbers and Hairdressers was held  
11 October 9, 2017 in Anchorage, Alaska, Robert B. Atwood Bldg., Room 1270.  
12

13 **Item 1. Call to Order/Roll Call**  
14

15 The meeting of the Board of Barbers and Hairdressers was called to order by Kevin McKinley,  
16 Chair at 9:11 a.m. Members present were:  
17

18 Kevin McKinley, Tattooist/Body Piercer/Permanent Cosmetic Colorist, Chair  
19 Terriann Shell, Public Member  
20 Michelle "Mitch" Black, Hairdresser  
21 Glenda Ledford, Barber  
22 Mae Canady, Hairdresser/Esthetician  
23 Michelle McMullin, Nail Technician  
24 Jennifer Lombardo, Industry License, Tattooist/Permanent Cosmetic Colorist  
25

26 Present from the Division of Corporations, Business and Professional Licensing were:  
27

28 Alexa Adelmeyer, Licensing Examiner – Telephone Conference from Juneau  
29 Cynthia Spencer, Licensing Examiner – Telephone Conference from Juneau  
30 Sher Zinn, Records & Licensing Supervisor – Telephone Conference from  
31 Juneau  
32 Dawn Bundick Investigator – Anchorage  
33 Greg Francois Chief Investigator – Anchorage  
34 Karina Medina Probation Monitor – Anchorage  
35

36 Present from the public in person and telephonically were:  
37

38 Barbara Emery - Instructor  
39

40 **FROM PUBLIC COMMENT SHEET:**

41 Heather Picard – Instructor & Shop Owner  
42 Normandy Huckins – Instructor  
43 Michelle Smith - Instructor  
44 Anita McCormick – Instructor & Shop Owner

45  
46  
47  
48  
49  
50  
51  
52  
53  
54  
55  
56  
57  
58  
59  
60  
61  
62  
63  
64  
65  
66  
67  
68  
69  
70  
71  
72  
73  
74  
75  
76  
77  
78  
79  
80  
81  
82  
83  
84  
85  
86  
87  
88

**Item 2. Review/amend agenda**

Kevin McKinley asked Board members and staff if there were any changes to the agenda. Mr. McKinley asked the Board to consider an “open agenda” which would allow the Board to move around the agenda without keeping to a specific order in order to conduct a smooth flowing meeting. Hearing no changes Mr. McKinley requested a motion.

**On a motion duly made by Glenda Ledford, seconded by Michelle McMullin, and approved unanimously, it was**

**RESOLVED to approve the tentative meeting agenda as an open agenda allowing the board to move around and add items.**

Mr. McKinley asked the Board if they would like any further discussion on this motion; hearing none Mr. McKinley polled the Board. Hearing no disagreements, the motion passed.

**Item 3. Ethics Report**

The Board reviewed the provided ethics information.

Ms. Ledford stated she is Vice President of the National-Interstate Council of State Boards of Cosmetology (NIC). Ms. Ledford went on to state she would disclose this at all meetings.

The board had no ethics violations to report.

**Item 4. Approve/Amend Meeting Minutes**

The Board reviewed the draft May 8, 2017, and July 22, 2017, meeting minutes.

Mr. McKinley asked the Board if there were any edits for the draft minutes. Hearing no changes; Mr. McKinley requested a motion.

**On a motion duly made by Jennifer Lombardo, seconded by Glenda Ledford, and approved unanimously, it was**

**RESOLVED to adopt the May 8, 2017 and July 22, 2017 meeting minutes as written.**

Mr. McKinley polled the Board, hearing no disagreement the minutes were approved.

**Item 5. Regulation Projects**

89 Board reviewed the draft regulation packet.

90

91 Sher Zinn stated that the board does not have authority to add the first sentence regarding  
92 schooling to 12 AAC 09/125 (a)(5) because the board does not have statute authority to initiate  
93 schools for tattooing and body piercing. Ms. Zinn also let the board know if they adopt the  
94 regulations as is and do not strike the first sentence as written, the department of law will most  
95 likely remove it due to the board not having statute authority.

96

97 The board briefly discussed and decided that they want to take out the first sentence of 12 AAC  
98 09.125 (a)(5) regulation change, that reads, except for a school that is providing body piercing  
99 or tattooing and permanent cosmetic coloring, must submit.

100

101 **On a motion duly made by Glenda Ledford, seconded by Jennifer Lombardo, and**  
102 **approved unanimously, it was**

103

104 **RESOLVED to strike 12 AAC 09.125 (a)(5), except for a school that is providing**  
105 **body piercing or tattooing and permanent cosmetic coloring must submit.**

106

107 Mr. McKinley asked the Board if they would like any further discussion on this motion; hearing  
108 none Mr. McKinley polled the Board. Hearing no disagreements, the motion passed.

109

110 Sher Zinn stated the board must make a motion if they want to adopt the proposed regulations.  
111 Ms. Zinn also informed the board that they should consider the public comment and public cost  
112 for changing the proposed regulations before adopting the regulation project.

113

114 The board briefly discussed about the public cost and considered the public comment, deciding  
115 to move forward with adopting the proposed regulations.

116

117 **On a motion duly made by Glenda Ledford, seconded by Mitch Black, and**  
118 **approved unanimously, it was**

119

120 **RESOLVED to adopt the regulations, 12 AAC 09.086, 09.088, 09.125, 09.130,**  
121 **09.160, 09.163, 09.165, 09.167, 09.169, 09.173, 09.180, 09.185, 09.190, taking**  
122 **into consideration submitted public comments and the cost to the public.**

123

124 Mr. McKinley asked the Board if they would like any further discussion on this motion.

125

126 Jennifer Lombardo stated that since the required training hours for tattooing and permanent  
127 cosmetic coloring apprentices is going to be 1,000 hours instead of 380 hours, they should also  
128 increase the amount of time they have to finish their training. Ms. Lombardo believes if the  
129 board is going to increase the number of hours of training, then the time frame the apprentices  
130 have to finish their training should also be increased.

131

132 Mr. Kinley replied that the body piercing apprentices currently are required to obtain 1,000  
133 hours and they are able to finish their training within the required 12 month time frame. Mr.  
134 McKinley stated he is also hesitant to change the amount of time because it is a legislation  
135 change not a regulation change.

136  
137 Mitch Black stated that hairdressers have to complete 1,650 hours of training through a school  
138 and apprentices have to complete 2,000 hours of training, they usually finish their training  
139 within a year, even though they have two years to complete.

140  
141 Jennifer Lombardo stated that in the public comment it was requested to lengthen the  
142 tattooing apprentice permit to 24 months from the current 12 months. Ms. Lombardo also  
143 believes that tattoo artists should have to be licensed for at least 2 – 5 years before they can  
144 instruct apprentices. Ms. Lombardo doesn't consider that tattoo artists reach their full potential  
145 until years of practice.

146  
147 Glenda Ledford stated that if a licensee wants to be an instructor they have to have a license  
148 for one year in the desired profession they want to teach followed by 600 hours of student  
149 instructor training or at least three years of work experience in the field they want to instruct.  
150 Ms. Ledford continued that after the student instructor completes the required training, then  
151 they are signed up for the examinations.

152  
153 Mitch Black asked why the advanced manicurist is not listed under an apprenticeship for the  
154 regulations being determined for public commenting.

155  
156 Michelle McMullin replied that manicurists can no longer be trained in an apprentice setting  
157 because of the 12-hour manicurist roll back. Ms. McMullin explained that it is a statute change  
158 and not regulation change to put manicurist back under apprenticeships.

159  
160 Glenda Ledford asked the board if the tattoo apprentices don't finish their training within a  
161 year, are they allowed to renew their student permits.

162  
163 Kevin McKinley responded with they can apply for another student permit and continue  
164 training for another year.

165  
166 Mr. McKinley asked the Board if they would like any further discussion on this motion. Hearing  
167 none, Mr. McKinley requested a roll call vote.

168  
169  
170 **Roll Call Vote**

171			
172	<b>NAME</b>	<b>YES</b>	<b>NO ABSTAIN</b>
173	<b>Mitch Black</b>	<b>X</b>	
174	<b>Terriann Shell</b>	<b>X</b>	
175	<b>Michelle McMullin</b>	<b>X</b>	

176 Jennifer Lombardo X  
 177 Glenda Ledford X  
 178 Mae Canady X  
 179 Kevin McKinley X

180

181 THE MOTION PASSED BY A UNANIMOUS VOTE.

182

183 The board briefly discussed the SB51 manicuring roll back to 12 hour regulation project to be  
 184 approved for public noticing.

185

186 On a motion duly made by Glenda Ledford, seconded by Mitch Black, and  
 187 approved unanimously, it was

188

189 RESOLVED to send out the drafted regulation project for public noticing  
 190 allowing for written comments only, and mailing to all active shop owners  
 191 and practitioners.

192

193 Roll Call Vote

194

195	NAME	YES	NO ABSTAIN
196	Mitch Black	X	
197	Terriann Shell	X	
198	Michelle McMullin	X	
199	Jennifer Lombardo	X	
200	Glenda Ledford	X	
201	Mae Canady	X	
202	Kevin McKinley	X	

203

204 THE MOTION PASSED BY A UNANIMOUS VOTE.

205

206 The Board was ahead of schedule so it was agreed to move to item 9.

207

208 Item 9. Business/Discussion

209

210 ❖ 2018 Manicuring Legislation Discussion

211

212 Kevin McKinley asked the board about their thoughts regarding the manicuring legislation.

213

214 Glenda Ledford stated that they should go back to testing because so many of the manicurist  
 215 have not taken the NIC written examination.

216

217 Michelle McMullin stated that she believes that 12 hours of training does not give a manicurist  
 218 the proper training to do nails. Ms. McMullin considers the main mistake was that  
 219 grandfathering was taken out and everyone had to obtain 250 hours of training.

220  
221 Kevin McKinley stated that the error was from not watching the bill closely enough. Mr.  
222 McKinley believes that this time around everyone must closely watch the bill, engage with the  
223 practitioners and the shop owners, make phones call, emails, and so forth. Mr. McKinley  
224 furthermore stated that the board truly believed that it was going to be read properly and they  
225 did not catch the mistake.

226  
227 Glenda Ledford stated the board believed the mistake would be fixed and it would come out  
228 properly. Ms. Ledford noted what came out was completely different from what the board  
229 intended. Ms. Ledford also specified that this was the first legislation that the board has had in  
230 fourteen years.

231  
232 Michelle McMullin stated the difference between manicurist and advanced endorsement  
233 licenses need to be clearly defined.

234  
235 **❖ Legislative Committee Assignments**

236  
237 Kevin McKinley stated anything that the board is going to do legislatively, the legislative  
238 committee is going to look at, review and suggest ideas to the board. Mr. McKinley also stated  
239 that he wants the board's information to get out to the community efficiently and correctly.  
240 Mr. McKinley stated that he will observe the process and assist as needed.

241  
242 Kevin McKinley stated that two people have already agreed to be on the legislative committee,  
243 Deanna Pruhs and Jeannine Jabaay. Jennifer Lombardo and Michelle McMullin also agreed to  
244 be on the legislative committee.

245  
246 Mr. McKinley suggested that Ms. McMullin focuses on the community to ensure the community  
247 is informed. Mae Canaday correspondingly volunteered to ensure the community is informed  
248 and will help Ms. McMullin.

249  
250 Mr. McKinley requested that Glenda Ledford help educate the committee team on the  
251 legislative process and help with any questions or concerns.

252  
253 *Recess            The Board recessed at 10:04 am for a break and reconvened at 10:13 am.*

254  
255 **Item 6. Public Comment**

256  
257 Heather Picard, Instructor, Hairdresser, Shop Owner, and Proctor  
258 Ms. Picard stated that she wishes that the board would allow instructors to have the authority  
259 to hold all apprentice training hours, due to the fact that she is not a school and the apprentices  
260 do not pay for their training.

261  
262 Ms. Picard stated as a shop owner, she has to pay her apprentices minimum wage under the  
263 regulations enforced by Department of Labor and Workforce Development. Ms. Picard believes

264 her business suffered a loss since her apprentice left her training before the two year mark, and  
265 got to keep her hours obtained through her apprenticeship.

266  
267 Ms. Picard feels as the apprentices have an advantage that they can get trained privately and  
268 be able to transfer their training hours to a school. Ms. Picard wants the board to allow  
269 instructors the authority to hold apprentice hours and not allow them to transfer their hours.

270  
271 Mae Canady stated that it is a legislative change. The board cannot change this since it is a  
272 statute change for the Department of Labor.

273  
274 Ms. Picard thanked the Board for their time.

275  
276 The Board thanked Ms. Picard for her participation.

277  
278 Normandy J. Huckins, Instructor for King Career Center  
279 Ms. Huckins stated that she supports that the manicurists and advanced endorsement licenses  
280 should be clearly defined.

281  
282 Ms. Huckins itemized that she is unclear on how to track the manicuring hours on the monthly  
283 reports for hairdresser students.

284  
285 Alexa Adelmeyer stated that since it is a regulation change, the hairdresser curriculum has not  
286 been changed and will not change until the regulation process is completed. Ms. Adelmeyer  
287 continued that hairdressers are not required to obtain manicurists training until the regulation  
288 changes are completed.

289  
290 Sher Zinn stated that if they want to train for manicuring under their hairdresser training, they  
291 can write in the training hours on the monthly report until it is officially updated.

292  
293 Mr. Kinley asked Ms. Zinn if she could call Normandy Huckins regarding the hairdresser  
294 curriculum change due to time restraint. Ms. Zinn and Ms. Huckins agreed upon this suggestion.

295  
296 Michelle South, Hairdresser, Instructor  
297 Ms. South considers that education and testing standards should be changed. Ms. South stated  
298 that the board should enforce yearly continuing education courses. Ms. South believes that  
299 techniques are constantly changing and the practitioners should be educated yearly.

300  
301 Ms. South also mentioned that the shops should be inspected to ensure safety for the public.

302  
303 Ms. South specified that booth renters aren't held up to the standards and expectations that  
304 shop owners are. Ms. South stated that booth renters need to be regulated more strictly and  
305 it's hard for shop owner to compete when booth renters aren't being held to the same  
306 standards.

307

308 Mr. McKinley thanked Ms. South for her time.

309

310 Annetta McCormick, Instructor

311 Ms. McCormick introduced herself to the board and stated that she is a licensed instructor for  
312 esthetics and manicuring.

313 • Mirco-blading should be able to be under the esthetician license and tattooing/PCC  
314 license.

315 • Micro-blading should be regulated but it does not go as deep as tattooing and have to  
316 be touched up more constantly.

317 • Stated that after two-three years of being an esthetician then the licensees should be  
318 able to do a micro-blading training.

319 • Clearly define micro-blading in the regulations.

320

321 Mr. McKinley thanked Ms. McCormick for her participation.

322

### 323 Item 7. Budget Report

324

325 Mr. McKinley asked for Sara Chambers.

326

327 Alexa Adelmeyer stated that Ms. Chambers will not be present for the meeting as the budget  
328 report has not changed since the last time it was discussed.

329

330 Mr. McKinley stated that the board will discuss the budget at the January, 2017 Board meeting  
331 once the updated report is completed.

332

### 333 Item 8. Investigation Report

334

335 Dawn Bundick, Investigator reviewed the investigative report with the Board.

336

337 Ms. Bundick requested the Board to review the investigation report and asked if the Board  
338 members had any questions, hearing none, Ms. Bundick asked Mr. McKinley to go into  
339 executive session for the Litigation Report.

340

341 **On a motion duly made by Mitch Black, seconded by Jennifer Lombardo, and**  
342 **approved unanimously, it was**

343

344 **RESOLVED to enter into Executive Session under the authority of AS**  
345 **44.62.310(C) to discuss with the investigator the investigative report.**

346

347 The Board entered into executive session at 11:06 a.m., and returned from executive session at  
348 11:45 a.m.

349

350 **On a motion duly made by Jennifer Lombardo, seconded by Michelle McMullin,**  
351 **and approved by roll call vote, it was**

352  
353 **RESOLVED to accept the Consent Agreement as written for case 2017-000090,**  
354 **Turn -N- Heads.**

355  
356 Mr. McKinley asked the Board if they would like any further discussion; hearing none Mr.  
357 McKinley requested a roll call vote.

358  
359 **Roll Call Vote**

360

361	<b>NAME</b>	<b>YES</b>	<b>NO ABSTAIN</b>
362	Jennifer Lombardo	X	
363	Terriann Shell	X	
364	Glenda Ledford	X	
365	Kevin McKinley	X	
366	Mae Canady	X	
367	Mitch Black	X	
368	Michelle McMullin	X	

369  
370 **THE MOTION PASSED UNANIMOUSLY FOR CASE 2017-000090, TURN-N-HEADS.**

371  
372 **On a motion duly made by Jennifer Lombardo, seconded by Mitch Black, and**  
373 **approved by roll call vote, it was**

374  
375 **RESOLVED to accept the Consent Agreement as written for case 2017-000213,**  
376 **Marilyn’s Hair Salon.**

377  
378 Mr. McKinley asked the Board if they would like any further discussion; hearing none Mr.  
379 McKinley requested a roll call vote.

380  
381 **Roll Call Vote**

382

383	<b>NAME</b>	<b>YES</b>	<b>NO ABSTAIN</b>
384	Jennifer Lombardo	X	
385	Terriann Shell	X	
386	Glenda Ledford	X	
387	Kevin McKinley	X	
388	Mae Canady	X	
389	Mitch Black	X	
390	Michelle McMullin	X	

391  
392 **THE MOTION PASSED UNANIMOUSLY FOR CASE 2017-000213, Marilyn’s Hair Salon.**  
393 **On a motion duly made by Jennifer Lombardo, seconded by Mitch Black, and**  
394 **approved by roll call vote, it was**

395

396 **RESOLVED to accept the Surrendered License for case 2012-000800, Angela**  
397 **Thies.**

398  
399 Mr. McKinley asked the Board if they would like any further discussion; hearing none Mr.  
400 McKinley requested a roll call vote.

401  
402 **Roll Call Vote**

403	<b>NAME</b>	<b>YES</b>	<b>NO ABSTAIN</b>
404			
405	<b>Jennifer Lombardo</b>	<b>X</b>	
406	<b>Terriann Shell</b>	<b>X</b>	
407	<b>Glenda Ledford</b>	<b>X</b>	
408	<b>Kevin McKinley</b>	<b>X</b>	
409	<b>Mae Canady</b>	<b>X</b>	
410	<b>Mitch Black</b>	<b>X</b>	
411	<b>Michelle McMullin</b>	<b>X</b>	

412  
413 **THE MOTION PASSED UNANIMOUSLY FOR CASE 2012-000800, Angela Thies.**

414  
415 Karina Medina, Probation Monitor asked the Board if they had any questions regarding the  
416 probation report.

417  
418 Mae Canady asked Ms. Medina about Jeff Staha.

419  
420 Ms. Medina stated that Mr. Staha has been paying his fines with his Permanent Dividend Funds,  
421 and will be released from probation once all his fines have been paid.

422  
423 Ms. Medina stated that Loretta Overway's probation has been put on hold due to her license  
424 lapsing. Ms. Medina confirmed that once her license is renewed, her probation will re-calculate.

425  
426 Ms. Medina indicated that Kelly Nash requested an extension to pay her fines, and she did  
427 request an extension during the January, 2017 Board meeting but her request got denied. Ms.  
428 Medina relayed that Mr. Nash got confused and thought she was denied to make payments, so  
429 she has made zero payments as of today, October 9, 2017. Ms. Medina stated that she relayed  
430 to Ms. Nash that 4,000 dollars is due because she is passed her due date; originally 4,000 was  
431 due but 2,000 suspended, she now owes the full fine. Ms. Medina stated she was offered the  
432 PFD garnishment option, but she did not submit the required paperwork.

433  
434 Dawn Bundick stated that if there are any violations in the probation period that the suspended  
435 portion of the fine would be due immediately. Ms. Bundick asked the board if they would like  
436 to change the wording from immediately, to not until probation has been finished. She stated  
437 that it says it is immediately due, which means Ms. Nash must pay the 4,000 now.

439 Ms. Black asked Ms. Bundick how long has the board been dealing with Ms. Nash's probation  
440 and has she had an extension? Ms. Bundick responded that she has been in contact with her  
441 since 2015 and she has had one extension but requested a second extension, which got denied.  
442

443 Sher Zinn asked Korina Medina for clarification regarding when Ms. Nash received her first  
444 extension because the case number opened up January of 2017.  
445

446 Ms. Medina responded that her consent agreement was adopted December, 2016 and her fine  
447 was due within 180 days. Ms. Medina stated this is the first consent agreement, and she made  
448 a request in January, 2017 for an extension, the board denied her request and she still has not  
449 made any payments.  
450

451 Ms. Zinn stated that she needs clarification because Ms. Medina is stating that this started in  
452 2016, but on the probation report it states it started in January, 2017. Ms. Zinn asked if the  
453 January, 2017 is a second agreement.  
454

455 In response, Ms. Medina stated that the January, 2017 consent agreement is the first  
456 agreement. Ms. Medina stated that she started January, 2017 and is unsure why she requested  
457 for an extension.  
458

459 Mitch Black asked for clarification if she submitted a letter of hardship with her extension in  
460 January, 2017. Ms. Black stated she had got denied because the board has been dealing with  
461 Ms. Nash since 2016, and she still had not made any payments. Ms. Black stated she is trying to  
462 get another extension, yet she has had 10 months to make a payment, and she has not  
463 submitted any.  
464

465 Chief Investigator, Greg Francois, clarified that Ms. Nash case first opened in 2015, her consent  
466 agreement was signed in December of 2016, and her probation started January, 2017. Mr.  
467 Francois stated that they have been in contact with Ms. Nash for a while regarding this case.  
468

469 The board discussed payment options regarding if Ms. Nash should pay the 4,000 immediately  
470 or if they should accept payment plans.  
471

472 Mr. McKinley stated that Ms. Nash should have 30 days to make a payment, and if she does not  
473 make a payment within 30 days or if she ever comes out of compliance, then she must pay her  
474 4,000 fine immediately.  
475

476 Ms. Medina stated she will notify Ms. Nash with a certified letter stating she must make a  
477 payment within 30 days, and continue to make payments monthly; if she doesn't stay in  
478 compliance she will owe 4,000 immediately.  
479

480 **On a motion duly made by Mitch Black, seconded by Michelle McMullin, and**  
481 **approved by roll call vote, it was**  
482

483 **RESOLVED to accept the hardship request for an extension 2017-000099,**  
484 **Kelly Nash.**

485  
486 Mr. McKinley asked the Board if they would like any further discussion on this motion; hearing  
487 none Mr. McKinley polled the Board.

488  
489 **Roll Call Vote**

490

491	<b>NAME</b>	<b>YES</b>	<b>NO</b>	<b>ABSTAIN</b>
492	<b>Terriann Shell</b>		<b>X</b>	
493	<b>Glenda Ledford</b>		<b>X</b>	
494	<b>Mae Canady</b>		<b>X</b>	
495	<b>Mitch Black</b>		<b>X</b>	
496	<b>Jennifer Lombardo</b>		<b>X</b>	
497	<b>Kevin McKinley</b>		<b>X</b>	
498	<b>Jeannine Jabaay</b>		<b>X</b>	
499	<b>Michelle McMullin</b>		<b>X</b>	

500

501 **THE MOTION PASSED UNANIMOUSLY TO DENY THE EXTENSION REQUEST AND ENFORCE THE**  
502 **FULL FINE DUE FOR CASE 2017-000099, KELLY NASH.**

503  
504  
505 **Item 9. Business/Discussion**

- 506  
507 ❖ **Regulation Project & Discussion**  
508 ❖ **12 AAC 09.056(e), 09.060(e), 09.065(d), 09.066(c), 09.070(e) – Allow foreign**  
509 **language translator(s) for written exam.**

510  
511 Mr. McKinley greeted licensing examiner, Cynthia Spencer.

512  
513 Cynthia Spencer stated to the board that the foreign language translator for the written exam is  
514 upon candidate request. Ms. Spencer explained that the foreign language translated exams  
515 would be set up almost identical as the current verbal exams, there would be a group of people  
516 taking the exam and the translator would read. Ms. Spencer explained to the Board that in  
517 accordance with the NIC Administrative Manual, foreign language translators are allowed,  
518 however it would require a regulation change. Ms. Spencer stated the only program we could  
519 not provide this opportunity for is for tattooing and body piercing examinees.

520  
521 The board reviewed the NIC Administrative Manual regarding foreign translation.

522  
523 Mitch Black asked Ms. Spencer if they could charge the examinees a fee for requesting a  
524 translator. Ms. Spencer responded, that the board could charge the examinees but the  
525 translator would be getting paid the same amount as the proctors.

527 Ms. Spencer relayed to the board that Alaska would be one of the very few states to offer this  
528 service, and some states may not recognize the translated written exam. Ms. Spencer stated  
529 that the licensee could possibly have to re-test if the state they tried getting licensed in did not  
530 recognize the verbal written exam.

531

532 Sher Zinn stated that states that go through NIC would have to accept the verbal translated  
533 examination.

534

535 Ms. Spencer explained to the board that this will be a regulation change for 12 AAC 09.056(e),  
536 09.060(e), 09.065(d), 09.066(c), 09.070(e), if they decide to use translators.

537

538 Glenda Ledford expressed her concern that if the NIC exam is compromised, then the board is  
539 looking at thousands of dollars in fines.

540

541 Ms. Ledford stated that years ago there was a problem with a group of barbers and hairdresser  
542 who couldn't speak English, and they found out they needed to be able to speak English for the  
543 examinations, they were able to do it.

544

545 Michelle McMullin stated that she isn't concerned that this will be an issue until the manicurist  
546 and the advanced endorsement is clearly defined.

547

548 Mr. McKinley stated that he believes instead of making a regulation change right away, that the  
549 board should reach out to the community for their views, and that the board needs more  
550 information until making a decision.

551

552 Glenda Ledford asked Ms. Spencer if an applicant applied for an exam through the American  
553 Disability Act (ADA) and requested a translator, would they be denied.

554

555 Ms. Spencer responded with the request would have to go through supervisor approval, and  
556 then up the chain. Ms. Spencer also stated, if it did get approved, staff would have to find a  
557 translator, which could take up to a few months.

558

559 Jennifer Lombardo stated that this isn't a pressing issue, and the board could wait to address it  
560 after reaching out for the community input.

561

562 Board decided to table discussion about a new regulation project for 12 AAC 09.056(e),  
563 09.060(e), 09.065(d), 09.066(c), 09.070(e) – Allow foreign language translator(s) for written  
564 exam until the May, 2018 Board meeting.

565

566 ❖ **Allow hold of apprentice hours for payment issues.**

567

568 Cynthia Spencer stated that this was previously talked about with the Board during public  
569 comment. Ms. Spencer relayed that this was put on the agenda after having a conversation

570 with Heather Picard. Ms. Spencer stated that it would be similar to the hold we do for the  
571 schools.

572  
573 Mr. McKinley stated that Ms. Picard is wanting to hold apprentice hours for another reason, not  
574 for payment.

575  
576 Mr. McKinley stated that there are instructors in the tattoo industry that constantly will not  
577 sign off the completion paperwork. Mr. McKinley explained that he had a staff person that  
578 completed her training but the instructor would not sign her completion paper work so she had  
579 to completely re-do her training.

580  
581 Ms. Spencer responded that she would be very hesitant to give instructors more power due to  
582 the already uprising issues with instructors not completing monthly reports, signing completion  
583 and termination paperwork.

584  
585 Mr. McKinley asked the Board what are ways to cut out instructors that do an inadequate job  
586 as a trainer and won't sign the apprentices completion paperwork; who are also constantly in  
587 non-compliance with the state and they are repeated offenders to apprentices.

588  
589 Ms. Spencer responded that this is something that would possibly have to be worked out with  
590 the investigative unit. Mr. Spencer agreed that it would be accommodating to have some kind  
591 of check and balance where we could notify the apprentices if we see an instructor name show  
592 up on their application, which constantly is in non-compliance. Ms. Spencer also stated that  
593 another option is to flag the instructor license and not let them instruct for an amount of time.

594  
595 Mae Canady stated that the board sees this problem more with tattoo artist and body piercer  
596 apprentices because they do not have the option to go to a school, like hairdressers, barbers,  
597 and estheticians do.

598  
599 Jennifer Lombardo suggested that the tattooing and body piercing instructors be required to  
600 hold their license for longer than one year and obtain instructor training. Ms. Lombardo stated  
601 that if the requirements were higher to become an instructor, it could potentially weed out the  
602 unprofessional trainers.

603  
604 Michelle McMullin suggested that the tattoo and body piercer instructors should be required to  
605 take the instructor written examination, like the beauty industry instructors.

606  
607 Mr. McKinley stated that even if the requirements were to be increased for instructors, there  
608 will still be bad instructors. Mr. McKinley stated that the board needs to step in once instructors  
609 start becoming non-compliant, but right now the board does not have the authority to do  
610 anything regarding vindictive instructors. Mr. McKinley stated that he considers the board  
611 should have the authority to tell an instructor they can no longer apprentice, if they start to  
612 become non-compliant.

613

614 Mae Canady stated that the board should take into account that since the tattooing hour  
615 requirements are increasing, the instructor should have more training hours to obtain. Mae  
616 Canady discussed that the board should consider requiring trainers to take the instructor  
617 written examination, due to the rise in training requirements.

618

619 Mr. McKinley discussed that if the investigative staff had more authority then they could  
620 suspend the instructors license if the instructor continued to be non-compliant.

621

622 Michelle McMullin discussed about allowing manicurists to enroll into apprenticeship program  
623 outside of a school.

624

625 Ms. Spencer informed Ms. McMullin that allowing manicurists to be in an apprenticeship  
626 program is a statute change, not a regulation change. Ms. Spencer stated that all manicurist  
627 and advanced endorsement training must be in a school.

628

629 Michelle McMullin stated that if adding the advanced endorsement under the apprenticeship is  
630 a statute change, then the board should be certain to grandfather the 12 hour manicurist  
631 license.

632

633 The board discussed briefly about manicurists instructing.

634

635 Ms. Spencer stated that pre-nail technician training, the only time manicuring could be taught  
636 through an apprenticeship was if they were doing hairdressing, all other manicuring training  
637 was required to be done in a school licensed by the board. Ms. Spencer continued that once the  
638 nail technician license was adopted, then nail technicians could be enrolled into an  
639 apprenticeship program; however since June 17, 2017 the apprenticeship option has been  
640 removed via the statute change.

641

642 Glenda Ledford asked Ms. Spencer, do you have to have an advanced endorsement to be an  
643 instructor? Ms. Spencer responded that licensees must have an advanced endorsement license  
644 in order to qualify to be an instructor for advanced endorsement.

645

646 Mitch Black asked Ms. Spencer if a licensed hairdresser instructor could teach the 12-hour  
647 manicurist license. Ms. Spencer responded that a licensed hairdresser instructor can, if they  
648 had the training in manicuring, however it must be in a licensed school, and the student must  
649 be enrolled at that same school.

650

651 Ms. Spencer stated that if a school wants to add the 12-hour manicuring course, they have to  
652 submit a written request, curriculum, and a board member must go to their school for an  
653 inspection. Ms. Spencer specified that schools cannot start teaching the 12 hour manicuring  
654 course without following the proper steps.

655

656 Board decided to table discussion regarding instructors not complying with turning in  
657 apprentice documentation until the May, 2018 Board meeting.

658  
659  
660  
661  
662  
663  
664  
665  
666  
667  
668  
669  
670  
671  
672  
673  
674  
675  
676  
677  
678  
679  
680  
681  
682  
683  
684  
685  
686  
687  
688  
689  
690  
691  
692  
693  
694  
695  
696  
697  
698  
699  
700

**Item 10.Business/Discussion**

**❖ Application Review**

- Linardo Santos Quezada, Barber by Examination with Out of Country Training

The Board reviewed the application and documentation for Mr. Santos Quezada. The Board did a transcript evaluation and discussed he didn't meet the minimum training requirements of 12 AAC 09.160.

The Board discussed Mr. Santos Quezada needed additional training to reflect the requirements of 12 AAC 09.160 and tabling the application until the additional training is obtained.

**On a motion duly made by Mitch Black, seconded by Glenda Ledford and approved by roll call vote, it was**

**RESOLVED to table the application of Linardo Santos Quezada and request 250 practical operations to be completed to meet the training requirements of 12 AAC 09.160.**

Mr. McKinley asked the Board if they would like further discussion on this motion; hearing none, Mr. McKinley requested a roll call vote.

**Roll Call Vote**

<b>NAME</b>	<b>YES</b>	<b>NO ABSTAIN</b>
<b>Kevin McKinley</b>	<b>X</b>	
<b>Terriann Shell</b>	<b>X</b>	
<b>Jennifer Lombardo</b>	<b>X</b>	
<b>Glenda Ledford</b>	<b>X</b>	
<b>Mae Canady</b>	<b>X</b>	
<b>Mitch Black</b>	<b>X</b>	
<b>Michelle McMullin</b>	<b>X</b>	

**THE MOTION PASSED BY A UNANIMOUS VOTE.**

**❖ Online Blood Borne Pathogen Course Approval**

Mr. McKinley asked the board to review the online blood borne pathogen packet by State Food Safety provided in the board packet.

Mr. McKinley asked Cynthia Spencer if the program will let you stop for a period of time and then continue where you left off. Ms. Spencer stated that there is not a time limit, they can

701 pause and continue, they must actively engage with the program, and they will customize a  
702 certificate for Alaska once the licensee completes.

703  
704 Glenda stated that this program has more information than the program she took, and the  
705 board approved the other program.

706  
707 **On a motion duly made by Terriann Shell, seconded by Mitch Black, and**  
708 **approved unanimously, it was**

709  
710 **RESOLVED to approve the online blood borne pathogen course.**

711  
712 **Roll Call Vote**

713	<b>NAME</b>	<b>YES</b>	<b>NO ABSTAIN</b>
714			
715	<b>Mitch Black</b>	<b>X</b>	
716	<b>Terriann Shell</b>	<b>X</b>	
717	<b>Michelle McMullin</b>	<b>X</b>	
718	<b>Jennifer Lombardo</b>	<b>X</b>	
719	<b>Glenda Ledford</b>	<b>X</b>	
720	<b>Mae Canady</b>	<b>X</b>	
721	<b>Kevin McKinley</b>	<b>X</b>	

722  
723 **THE MOTION PASSED BY A UNANIMOUS VOTE.**

724  
725 ❖ **Microblading**

726  
727 Michelle McMullin suggested to the board that they should consider providing an advanced  
728 endorsement for the esthetician license, which would allow microblading. Glenda Ledford in  
729 response said the board has already decided to not create an advanced esthetician license.

730  
731 Jennifer Lombardo proposed to create an endorsement for microblading that both an  
732 esthetician and tattoo artist could obtain.

733  
734 Sher Zinn stated to the board that in accordance with statute 08.13.100, the board has the  
735 authority by regulation to create areas of limited professional licensing in the field of esthetics.  
736 Sher Zinn explained the board could, with, additional training outlined in regulation, add a  
737 limited professional licensing field to an esthetics license. Ms. Zinn continued that if the person  
738 could prove they had however many hours of training in microblading, then the board could  
739 put that on an esthetician license.

740  
741 Michelle McMullin stated that most microblading courses are only three days, and she is  
742 hesitant to allow people to hold an endorsement after three days of training.

743

744 Glenda Ledford stated that the board could create an endorsement and then regulate what the  
745 endorsement requirements entails, it won't matter if you are an esthetician or a tattoo artist  
746 with this endorsement.

747

748 Mr. McKinley stated that the next meeting he would like an outline of what the endorsement  
749 will look like from Jennifer Lombardo, Michelle McMullin, and Terriann Shell.

750

751 ❖ **Esthetician Practical Exam**

752 Cynthia Spencer stated this was a request from one of our proctors. Ms. Spencer relayed that  
753 she has already spoke with a board member regarding this request and it may sound like a good  
754 idea to switch around the order of procedures for the esthetician practical examination, but the  
755 exam is not set up to clean a full face of make up within the time allotted for the examination.

756

757 Mr. McKinley asked the board if anybody wanted to change the flow of the esthetician practical  
758 exam. The board all agreed that they did not want to change the flow of the esthetician  
759 practical exam.

760

761 ❖ **Alaska State Law Questions for National Written Examinations**

762

763 Alexa Adelmeyer stated to the board that all board members were asked to submit at least 5  
764 state law questions for the national written examination, and only one board member has  
765 submitted questions.

766

767 Mr. McKinley asked the Board to submit their questions by the December 1, 2018.

768

769 The Board decided to table this discussion until the May, 2018 meeting.

770

771 Mae Canaday discussed briefly about her concerns regarding proctoring at the examinations.  
772 The board agreed to table this discussion for the January, 2018 meeting.

773

774 *The Board adjourned at 3:13 p.m.*

775

776

777

778

Respectfully submitted:

779

780

\_\_\_\_\_  
/s/  
Alexa Adelmeyer, Licensing Examiner

781

782

783

Approved:

784

785

\_\_\_\_\_  
/s/  
Kevin McKinley, Chairperson  
Board of Barbers and Hairdressers

786

787

788  
789  
790

Date: \_\_\_\_\_