

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 March 28, 2018
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 44.62.610(c)(3), Article 6, a teleconference meeting of the Board of Barbers and Hairdressers
11 was held March 28, 2018.
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 9:01 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 Vershawn "Shawn" Idom, 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 Cynthia Spencer, Licensing Examiner
29 Sarah Chambers, Deputy Director
30

31 **Item 2. Review/amend agenda**
32

33 Kevin McKinley informed the board that this meeting was only for discussing and planning the
34 May 9, 2018 town hall meeting; any other business would need to wait for the May 7, 2018
35 board meeting.
36

37 Mr. McKinley stated that since this was a limited meeting that there was no need for an open
38 or amended agenda, he asked the board if there were any objections. Hearing none the
39 agenda was approved.
40

41 The board greeted new board member Vershawn "Shawn" Idom who replaced Glenda Ledford
42 in the barber seat.

43 Mr. Idom introduced himself and gave a brief background.

44

45 Cynthia Spencer informed the board that Alexa Adelmeyer was no longer with the Division,
46 having taken a job in the public sector. Ms. Spencer went on to inform the board that the
47 Division was actively seeking to fill the vacant position.

48

49

Item 3. Ethics Disclosure

50

51 The Board reviewed the provided ethics information.

52

53 Michelle McMullin stated she is an educator for Elite Beauty Supplies that offers advanced
54 classes for Nail Technicians.

55

56 Ms. Spencer asked Mr. Idom if he had reviewed information provided in board training manuals
57 and had the chance to watch the ethics videos. Mr. Idom stated he had reviewed all
58 information. Ms. Spencer asked if they had any questions or concerns; Mr. Idom asked for
59 clarification on what types of information should be disclosed.

60

61 The board had a brief discussion regarding ethics disclosures.

62

63

Item 4. May 9, 2018 Town Hall Meeting Planning (Board)

64

65 Mr. McKinley thanked Terriann Shell and Jennifer Lombardo for their work setting up the
66 meeting.

67

68 Mr. McKinley reported he been to the meeting site and feels it will meet the board's needs with
69 a podium area for the board and seating for attendees. Mr. McKinley went on to state he has
70 been working with Sara Chambers to coordinate details of the meeting. Mr. McKinley stated
71 the start time is scheduled for 12:30pm and will allow for sign-in time. Mr. McKinley asked Ms.
72 Chambers if she knew what type of microphone system would be available, microphone stand
73 or microphone that could be passed around.

74

75 Ms. Chambers informed the board that the Division just purchased and tested a Bluetooth
76 audio system which they could use; Ms. Chambers also recommended a laptop be used for
77 displaying information to attendees. Ms. Chambers requested Ms. Spencer work with the
78 Division secretary, Glenn Hoskins, to obtain a State laptop and the audio system. Ms. Chambers
79 also requested Ms. Spencer provide information to Ms. Hoskins relating to the May 7, 2018
80 meeting so she would be able to attend in person.

81

82 Mr. McKinley asked the board what topics should be discussed at the meeting, duration of
83 discussion and which board member would be assigned to the topics.

84

85 The board discussed urgent current topics and advertisement options for this event. Ms.
86 Chambers emailed the board a drafted agenda which reflected topics, time management

87 breakdowns, resources that may be needed and notes which reflected suggestions regarding
88 meeting management.

89

90 The board reviewed Ms. Chamber's agenda; the board agreed it was great and would be
91 utilized for the meeting.

92

93 Mr. McKinley asked board members would be attending. All board members except Mitch
94 Black confirmed attendance. Ms. Black informed the board she was starting a new job and
95 might not be able to flex her schedule to accommodate the meeting but she would try to
96 attend.

97

98 The board discussed Senate Bill 4 (SB4); Ms. Spencer assured the board that they would be able
99 to discuss the status of SB4 at the May 7, 2018 meeting so they could be prepared with current
100 information for the May 9 town hall meeting.

101

102 Ms. Chambers informed the board that she is tracking SB4 and working with Mr. McKinley with
103 updates to the bill. Ms. Chambers went on to state that she would also have updated
104 information to share with the board during the May 7 board meeting.

105

106 Mr. McKinley requested Ms. Canady get together with Mr. Idom for the purpose of getting Mr.
107 Idom up to speed with the non-chemical barber license history and status.

108

109 The board decided the following topics would be discussed and board member assignments.

| Topic | Board member assigned |
|---|------------------------------|
| Manicuring/nails | Ms. McMullin |
| Permanent cosmetics, tattooing, microblading | Ms. Lombardo and Mae Canady |
| Non chemical barbering | Mr. Idom |
| Hair braiding | Ms. Canady |
| Microphone runner | Ms. Shell |
| Moderator | Mr. McKinley |

110

111 The board discussed coordination of the meeting set up. Ms. Chambers stated sign in sheets
112 for speaking should be provided and the chairperson could figure out allotted speaking times
113 based on how many individuals signed up. Ms. Spencer stated she could email sign in sheets to
114 Ms. Chambers for this purpose.

115

116 Mr. McKinley asked how he could enforce time limits. Ms. Chambers and Ms. Spencer replied it
117 would be just like public comment periods during regular board meetings; a person has a
118 specific amount of time to speak and if a person did not sign up, they would not be allowed to
119 speak.

120

121 Ms. Chambers informed the board that during the scheduled break, there was a break room
122 next to the meeting space, however she could arrange board members to be escorted up to the

123 Anchorage office break area so they would have a chance to decompress without needing to
124 continue discussions with attendees.

125

126 Mr. McKinley asked the board if they had any comments.

127

128 The board discussed how they would respond to attendee questions and decided they would
129 provide current factual information and would schedule a teleconference shortly after the town
130 hall meeting specifically to discuss and possibly respond to topics and questions they were
131 unable to during the town hall meeting. Ms. Spencer requested a specific date for the
132 teleconference. The board agreed on May 21, 2018 at 9:00am.

133

134 The board discussed scheduling the next town hall meeting. Ms. Spencer requested specific
135 dates as the Atwood Building conference rooms booked very quickly. Ms. Chambers suggested
136 several dates so the rooms could be reserved for multiple dates if available then during the May
137 21 teleconference the board could pick one day.

138

139 The board requested the following dates ranked in order of preference to have conference
140 rooms reserved for a town hall meeting:

- 141 1. September 17, 2018
- 142 2. August 20, 2018
- 143 3. August 13, 2018
- 144 4. August 17, 2018
- 145 5. September 24, 2018

146

147 The board briefly discussed publicity for the event, mail out notifications, flyers, radio spots and
148 general advertising. Ms. Chambers informed the board that the Division publishes press
149 releases and she would do this for the May 9 event. Ms. Chambers stated she would work with
150 Mr. McKinley on a flyer and press release.

151

152 *The Board adjourned at 10:24 a.m.*

153

Respectfully submitted:

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155 _____
156 /s/
157 Cynthia Spencer, Licensing Examiner

158

Approved:

159

160 _____
161 /s/
162 Kevin McKinley, Chairperson
163 Board of Barbers and Hairdressers

164

Date: May 7, 2018

165

166