

1 State of Alaska  
2 DEPARTMENT OF COMMERCE, COMMUNITY AND ECONOMIC DEVELOPMENT  
3 DIVISION OF CORPORATION, BUSINESS AND PROFESSIONAL LICENSING  
4

5 ALASKA BOARD OF BARBERS AND HAIRDRESSERS  
6 Minutes of the meeting on Monday, May 21st, 2018  
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8 By the authority of AA 08.01.070(2) and AS 08.86.030, and in compliance with the provisions of AS  
9 44.62, Article 6, a scheduled meeting of the Alaska Board of Barbers and Hairdressers was held via  
10 teleconference on Monday, May 21<sup>st</sup>, 2018.

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12 **These are DRAFT minutes prepared by the staff of the Division of Corporation, Business and**  
13 **Professional Licensing. These minutes have not been reviewed or approved by the Board.**  
14

15 The Chair brought the meeting to order at 9:02 am

16 **Board Members Present via teleconference, constituting a Quorum:**  
17

18 Michelle Black (Mitch)-joined at 9:12 am  
19 Willie Canady (Mae)  
20 Vershawn Idom (Shawn)  
21 Jennifer Lombardo  
22 Michelle McMullin  
23 Terriann Shell  
24 Kevin McKinley  
25

26 **Staff Members present:**  
27

28 Cynthia Spencer- Occupational Licensing Examiner  
29 Dawn Hannasch- Occupational Licensing Examiner  
30

31 **Review/Approve Agenda:**  
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33 **In a motion duly made by Jennifer Lombardo and seconded by Mae Canady with a roll call vote, it was**  
34 **resolved to approve the agenda as written.**  
35

36 **Michelle Black (Mitch)-Yes**  
37 **Willie Canady (Mae)-Yes**  
38 **Vershawn Idom (Shawn)-Yes**  
39 **Jennifer Lombardo-Yes**  
40 **Michelle McMullin-Yes**  
41 **Terriann Shell-Yes**  
42 **Kevin McKinley-Yes**  
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45

46 **Ethics Disclosure:**

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48 As stated in the March 28<sup>th</sup> 2018 meeting, Michelle McMullin has been an educator for Elite Beauty  
49 Supplies which offers advanced nail tech classes. Ms. McMullin notified that Board that Elite Beauty  
50 Supplies will be closing.

51

52 The board made no comments on this information.

53

54 **Regulation Review:**

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56 OLE Dawn Hannasch provided the board with the memorandum from the Department of Law stating  
57 that regulation 12 AAC 09.002-990 was transmitted to the Lieutenant Governor's office on May 18<sup>th</sup>  
58 2018. Once signed by Lt. Governor Mallot, the regulations would take affect 30 days after.

59

60 OLE Cynthia Spencer notified the board that once the regulations take effect, she will add the student  
61 reporting form back onto the website. Staff will notify the Board once the regulations are signed.

62 Jennifer Lombardo confirmed with the Board Chair, Kevin McKinley that each board member's  
63 regulation task will be reviewed at the June 6<sup>th</sup> teleconference and that said tasks should be completed  
64 and ready for the board to review at the July 9<sup>th</sup> 2018 teleconference. Michelle McMullin stated that she  
65 needs the requested information from DEC before she can complete her task. Deputy Director, Sara  
66 Chambers has requested this information in writing from DEC and will forward it onto board members  
67 once received.

68 **Town Hall Meeting Update:**

69 Hearing nothing further, Board Chair Kevin McKinley opened the discussion regarding the town hall  
70 meeting. Mr. McKinley expressed his appreciation to board member Shawn Idom for his leadership at  
71 the town hall meeting. He was a great liaison between the public and the other board members. Board  
72 member Mae Canady expressed concerns over the negative comments that were expressed by  
73 members of the public over and over again. Board member Jennifer Lombardo stated she believed that  
74 many people needed to be heard, that it has been some time since they have felt heard, so that may be  
75 where the negative comments came in. Mr. Idom agreed that this was an important time for the public  
76 to come and be heard by the board and by others who may be having the same concerns. The board  
77 plans to have town hall meetings regularly.

78 One topic that was mentioned several times during the town hall was the licensing requirements for out  
79 of country applicants. OLE Cynthia Spencer confirmed for the Board that all applicants, no matter their  
80 country of origin, must meet all of the requirements as laid out in statutes and regulations. The national  
81 exam is available in multiple languages, however the exam is not available in every language or dialect.  
82 The board has no jurisdiction over the national exam and therefore cannot make changes. The exam  
83 can be read aloud to an exam candidate but only in English. Study materials are available in multiple  
84 languages. OLE Cynthia Spence notified the board that NIC is looking to update the esthetician's  
85 examination. An email was sent out to notify a majority of esthetician's on Friday, May, 18<sup>th</sup> 2018.

86 OLE Cynthia Spencer explained the exam process for the record. Once all written exams are received  
87 back in Juneau they get mailed to Florida for grading. This can take about 2-3 weeks. Board staff grades  
88 the practical portion. Ms. Spencer reminded the board that it is essential that candidates keep their  
89 contact information updated at all time. She encouraged folks to use the website to find the information  
90 that they need. With the MyAlaska feature, licensees and candidates can view the exam letters at the  
91 time that staff adds it to their file. This will give those that fail the exam the ability to get their request  
92 for re-examination into staff sooner. OLE Dawn Hannasch will work with Deputy Director Sara Chamber  
93 to research the national on-line examination. Board member Mae Canady reiterated that the board  
94 hears the concerns of the public, they care about these issues and the effect that they have on the  
95 industry.

96 Board member Idom mentioned that it would be helpful if OLE Cynthia Spencer could listen in to the  
97 next town hall meeting to offer information as needed. Ms. Spencer stated that she would not be  
98 participating in the meetings. It could cause the public to view the meeting more as a board meeting  
99 instead of a town hall meeting. She also believes that it might be a negative experience for staff.

100 Another topic of concern that was brought up during the town hall meeting was staffs inability to accept  
101 documents electronically. OLE Dawn Hannasch went on the record to state that all documents except  
102 those that need to be notarized will be accepted from now on. Items like the monthly reports and  
103 verifications can be sent via email, fax or US mail. The hope, down the road is for instructors to have the  
104 ability to impute the information electronically.

105 Hearing nothing further on that topic, the board chair moved the board's attention to the next topic  
106 from the town hall meeting, which is the esthetician's standards. OLE Cynthia Spencer stated that  
107 compared to the national average, Alaska is 10-15 years behind in technology, education and regulating  
108 this industry. The board all agreed that after the current regulations projects are wrapped up, the board  
109 will need to take a serious look at updating the standards for this industry.

110 Board Chair Kevin McKinley reminded the public that it is their responsibility to pay attention to the  
111 industry, to know what topics are current, to keep information current with the department, to study  
112 for their exams and to be active in the community. The board nor its staff can do these things for the  
113 licensee.

114 Possible topics for the next town hall meeting:

- 115 • Re-visit "hot topics" from last town hall meeting
- 116 • Esthetician standards
- 117 • Instructor license standards

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119 **The Board adjourned at 11:47 am**

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**Date**

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**Kevin McKinley, Board Chair**

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