

45 Hearing no objections to the agenda, Chair Lombardo opened the floor for any ethics disclosures from
46 the board. There were none to report.

47

48 **Board Member Review:**

49

50 Chair Lombardo welcomed new Board Member Jessica Steele. Ms. Steele was appointed to fill the
51 vacant hairdressers seat. Chair Lombardo also requested that the board review the document titles
52 "Welcome New Board Member". The information provided is an excellent reminder for all board
53 members; as is the Boards and Commissions Professional Licensing Board Member Guide. Chair
54 Lombardo encouraged the board to review the material regularly.

55

56 **Review/Approve Meeting Minutes:**

57

58 Hearing agreement from the board, Chair Lombardo moved the boards attention onto the drafted
59 meeting minutes from the January 2019 meeting. After requesting a few corrections to spelling error's
60 the board moved to approve the minutes as amended.

61

62 **In a motion duly made by Terriann Shell, seconded by Kevin McKinley, with**
63 **unanimous consent, it was resolved to accept the January 2019 meeting minutes as**
64 **amended.**

65

66 **Division/Fiscal Update:**

67

68 Marylene Wales, Division Accountant III joined the meeting to review the 3rd quarter fiscal report with
69 the board. At the end of the 3rd quarter the program shows a surplus of \$423,396. Ms. Wales stated that
70 she believes that the board should end FY2019 with a surplus of about \$250,000. With that being said,
71 the division has opted not to change fees for the upcoming renewal in FY2020.

72

73 Records and Licensing Supervisor Dawn Hannasch explained the travel restrictions that have been
74 handed down from Gov. Michael J Dunleavy's office. Ms. Hannasch explained that all boards were only
75 being permitted to meet face to face once per fiscal year and although the board would like to meet in
76 Fairbanks in October, they should plan on meeting in Anchorage. Justifying a meeting in Fairbanks,
77 where all board members and one staff member would need to travel, compared to a meeting in
78 Anchorage where only one board member and one staff member would need to travel would be
79 extremely difficult.

80

81 With the boards goal of reaching all communities with a town hall meeting, board member Kevin
82 McKinley stated that he would be willing to open his shop in Fairbanks, with the hopes that members of
83 that community would be able to join and participate in the town hall meeting via videoconference.

84

85 Board member Mae Canady suggested a Facebook page for the board. However, staff stated that at this
86 time, Facebook pages for state boards are not permitted. Staff recommended that the board reach out
87 to the community and have the information spread through personal of business Facebook pages.

88

89

90 **Investigations:**

91

Alaska Board of Barbers and Hairdressers
May 6, 2019 videoconference

92 Investigator Dawn Bundick, Sr. Investigator Amber Whaley and probation monitor Karina Medina joined
93 the meeting. Investigator Bundick requested that she be permitted to meet via phone or in person with
94 each board member to discuss their specific requirements and opinions on the inspection regulations
95 that accompany SB4. This will give Ms. Bundick the information that is needed from each industry so
96 that the drafted regulations reflect those requirements.
97

98 Investigator Bundick provided the board with an update of current and past cases. Between January 1,
99 2019 through April 15, 2019 the Division opened seven matters and closed 18 matters. There remain 23
100 matters still open and being worked. Probation monitor, Karina Medina informed the board that there
101 are currently ten individuals being monitored on probation. At this same time, the board reviewed a
102 request from Norene C. Nelson to waive the remaining \$2000 fine.
103

104 **In a motion duly made by Kevin McKinley, seconded by Mae Canady and with a roll**
105 **call vote, it was resolved to grant Norene C. Nelson’s request for a waiver of the \$2000**
106 **remainder of her fine, it was resolved to**
107

108 **Terriann Shell – NO**
109 **Mae Canady – NO**
110 **Jennifer Lombardo – NO**
111 **Kevin McKinley – NO**
112 **Michelle McMullin – NO**
113 **Jessica Steele – NO**
114

115 Understanding that Ms. Nelson that Ms. Nelson has some situations that are outside of her control, the
116 board has requested Probation Monitor Karina Medina to offer a payment plan to Ms. Nelson. Their
117 hope is that this will assist Ms. Nelson in completing all requirements for that she can fully practice in
118 Alaska.
119

120 **In a motion duly made by Michelle McMullin, seconded by Terriann Shell with a roll**
121 **call vote, it was resolved to offer Norene C. Nelson a payment plan to complete her**
122 **probation requirements.**
123

124 **Terriann Shell – YES**
125 **Mae Canady – YES**
126 **Jennifer Lombardo – YES**
127 **Kevin McKinley – YES**
128 **Michelle McMullin – YES**
129 **Jessica Steele – YES**
130

131 **Break 10:15 – 10:25**
132

133 **Investigations (continued):**
134

135 After a short break, Chair Lombardo re-directed the boards attention to Investigator Bundick and the
136 training that she will be providing to the board on investigative case review. She will also be presenting
137 a consent agreement for the board consideration during executive session.
138

139 In accordance with the provisions of Alaska Statute 44.62.310 (c), I Terriann Shell
140 move to go into executive session for the purpose of discussing (2) subjects that tend
141 to prejudice the reputation and character of any person, provided the person may
142 request a public discussion. Seconded by Mae Canady with unanimous consent.
143

144 Executive session 10:20 – 10:51

145
146 In a motion duly made by Kevin McKinley, seconded by Michelle McMullin with a roll
147 call vote, it was resolved to adopt the imposition of civil fines, case #2018-000589 for
148 Kristin A. Lighthall.

149
150 Terriann Shell – YES
151 Mae Canady – YES
152 Jennifer Lombardo – YES
153 Kevin McKinley – YES
154 Michelle McMullin – YES
155 Jessica Steele – YES
156

157 Next on the agenda, the board had an active discussion on the disciplinary matrix and fine schedule.
158 Unlicensed practice was covered extensively. The board instructed staff to update the word “employee”
159 to “practitioner”, which was done at the January meeting. Chair Lombardo requested that staff place the
160 matrix and fine schedule on the agenda for the August 2019 meeting and requested that each board
161 member review the information and bring recommendations to the August meeting for discussion.
162

163 Old Business:

- 164
165 • Inspection regulations
166

167 Investigator, Dawn Bundick requested that she can call each board member and speak to them directly
168 regarding the inspection requirements. Chair Lombardo agreed that this would be the best course of
169 action moving forward. After which time, the information will be discussed with the entire board at the
170 August meeting.

- 171
172 • Esthetics
173

174 The board agreed that the curriculum for esthetics needs to be updated to meet the national standards.
175 Board members Mae Canady and Michelle McMullin will provide information to the board at the August
176 2019 meeting. Ms. Canady stated that a statute change will be required to update the curriculum. RLS,
177 Dawn Hannasch, through the Chair reminded the board that they have a very large project that needs
178 their attention now. The DEC inspection regulations should be the priority before taking on new
179 projects, even if those projects are helpful to the industry. Board member Kevin McKinley stated that he
180 would like to have statutes changes so that the board could develop their own licensure without
181 legislative approval. He believes that this freedom would be helpful to the industry in Alaska as changes
182 occur in the lower 48.

- 183
184 • Advertisement including license number
185

186 Ms. McMullin stated that she was unable to consider this topic further and asked that she be allowed to
187 present her findings at the August 2019 meeting. The board agreed that as this is not a topic that is a
188 "hot button" topic, waiting until August was perfectly acceptable.

189

190 **Lunch 12:23 – 1:05**

191

192 **Legislative Update with Sara Chambers:**

193

194 Director Chambers had nothing to report

195

196 **Old Business Continued:**

197

- 198 • Law feedback on curtesy/temp shop licenses

199

200 Division Director, Sara Chambers and Records and Licensing Supervisor, Dawn Hannasch discussed the
201 board's request to send this topic to the Dept. of Law for clarification. After reviewing the statutes and
202 regulations, Director Chambers informed the board that a regulation change would be to correct the
203 contradictions that exists between the statute and current regulation in 12 AAC 09.112 and 12 AAC
204 09.004. However, for the events for this year and until the regulations are updated, the board will treat
205 the licenses as they have in the past.

206

- 207 • Statement to Legislators and Position Statement regarding micro needling

208

209 Staff referred the position statement and the statement to Legislators to the Department of Law and
210 has not received information back yet. This topic will be placed on the August 2019 meeting agenda.
211 However, the board did state that micro needling was never intended to be a part of SB 4. It was never
212 the board's intention to have it added. Board Chair Lombardo informed the board that she observed a
213 micro needling procedure and agreed with Ms. McMullin that estheticians are never, in any way allowed
214 to puncture the skin. The device needed to micro needle is, by the FDA's definition, a class II medical
215 device. Mr. McKinley stated that micro needling is very far from tattooing.

216

217 This topic will be placed onto the August 2019 meeting agenda for further discussion and input from
218 DOL.

219

220 **New Business:**

221

- 222 • Nail Technicians License

223

224 Ms. McMullin began the conversation and suggested that the board consider keeping the 12 hours and
225 adding a natural nail tech license, two separate licenses still. The products for nail techs has become so
226 advanced that it's difficult to differentiate between permanent and gel polish. There will need to be a
227 clear definition as to what a 12-hour nail technician and a manicurist can each do. Board Chair
228 Lombardo stated that the board has a lot of topics on its plate. Ms. McMullin requested that the topic
229 be added into the large regulations project that the board is considering in the future.

230

- 231 • Upcoming Renewals

232

233 RLS Dawn Hannasch explained that with the splitting of the tattooing and permanent cosmetic coloring
234 (PCC) licenses through SB04 in 2018, the renewal will be a paper application for those license types. For
235 those that are already licensed, they will have to option to choose both tattooing and PCC or one or the
236 other. However, if in the future they wish to have the other license, they will need to apply and show
237 proof of education. A mass email was sent out to all those who currently hold the tattooing/PCC/body
238 piercing license to inform them of this option for the upcoming renewals. Staff received two replies with
239 questions, but no concerns or protests.

240

- 241 • Annual Report

242

243 The board reviewed the drafted annual report for FY2019. Terriann Shell recommended that the nail
244 technician purposed legislation be removed and in its place the boards desire to create and regulate its
245 own licenses. The board agreed that once this change was made, staff could place the report into
246 OnBoard for the board to vote to approve it.

247

248 **Application Review:**

249

250 There were no applications to review

251

252 **Public Comments:**

253

254 There were no public comments

255

256 **Administrative Business:**

257

- 258 • Sign meeting minutes

259

260 Staff will mail all approved copies of meeting minutes to Board Chair Lombardo for her signature.

261

- 262 • Correspondence

263

264 The board read through a letter from tattoo licensee David Miller. Board Chair Lombardo recused
265 herself from the discussion because Mr. Miller was her apprentice. She requested that Kevin Miller act
266 in her stead. Mr. Millers letter stated that the form used to calculate his hours was confusing and
267 caused, in his opinion, for him to not receive the full credit of hours. OLE Cynthia Spencer joined the
268 meeting and explained that Mr. Miller and his trainer where contacted and the form corrected to reflect
269 his actual hours. Staff will continue to update the forms as needed to make them as user friendly as
270 possible.

271

272

273

274

- 275 • 2020 examination dates

276

**Anchorage Practical & Written
Examination Date**

January 12 & 13, 2020

Examination Deadline

December 13, 2019

Alaska Board of Barbers and Hairdressers
 May 6, 2019 videoconference

February 9 & 10, 2020
 March 15 & 16, 2020
 April 5 & 6, 2020
 May 17 & 18, 2020
 June 14 & 15, 2020
 July 12 & 13, 2020
 August 16 & 17, 2020
 September 13 & 14, 2020
 October 11 & 12, 2020
 November 15 & 16, 2020

January 10, 2020
 February 14, 2020
 March 6, 2020
 April 17, 2020
 May 15, 2020
 June 12, 2020
 July 17, 2020
 August 14, 2020
 September 11, 2020
 October 16, 2020

277

FAIRBANKS – PRACTICAL AND WRITTEN

Examination Date	Examination Deadline
January 12 & 13, 2020	December 13, 2019
April 5 & 6, 2020	March 6, 2020
July 12 & 13, 2020	June 12, 2020
October 11 & 12, 2020	September 11, 2020

278

JUNEAU – PRACTICAL AND WRITTEN

Examination Date	Examination Deadline
January 12 & 13, 2020	December 13, 2019
April 5 & 6, 2020	March 6, 2020
July 12 & 13, 2020	June 12, 2020
October 11 & 12, 2020	September 11, 2020

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In a motion duly made by Mae Canady, seconded by Michelle McMullin with a unanimous consent, it was resolved to approve the 2020 written and practical examination dates for Anchorage, Fairbanks, and Juneau.

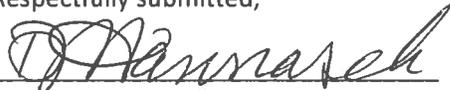
284

Hearing nothing further, Board Chair Jennifer Lombardo adjourned the meeting at 4:16 pm.

285

286 Respectfully submitted,

287



288

Dawn K Hannasch - Records and Licensing
 Supervisor

289

290

291



292

Jennifer Lombardo – Board Chair

293

10/7/19

Date

10/7/19

Date