



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

CONDENSED MINUTES OF THE MEETING HELD MAY 5, 2026

By the authority of AS. 08.01.070(2) and AS08.86.030 and in compliance with the provisions of AS 44.64, Article 6, a scheduled board meeting was held via teleconference/Zoom, May 5, 2026.

These are DRAFT minutes prepared by the staff of the Division of Corporation, Business and Professional Licensing. These minutes have not been reviewed or approved by the board.

May 5, 2026:

Attendance

Members Present: Chair Kevin McKinley, Jessica Pestrikoff, Shannon Thompson, Desarae Hager, Jennifer Lombardo, Mae Canady

Staff Present: Cynthia Spencer, Barbara Denney, and Damen Bennett Licensing Examiners, Program Coordinator Lacey Derr, Investigators Jenni Summers, Joy Hartlieb, Dannie Kerfeld, Melissa Dumas, Administrative Operations Manager

Public Present via Zoom: Jacqueline Polis and Michelle McMullin.

1. Call to Order/Roll Call

The board was called to order at 9:00 a.m.

Chair Kevin McKinley read the Board's Mission Statement and added that he appreciates the mission statement, noting that it is concise, well-worded, and effectively reflects the Board's purpose.

2. Review/Amend Agenda

Chair McKinley asked if there were any amendments to the agenda. Hearing no amendments he polled the board.

Board members approved the May 5, 2026, meeting agenda as presented.

3. Ethics Disclosure

Chair McKinley stated Shannon Thompson works out of his Anchorage 5th Avenue shop as a "booth renter" under her own business and is not his employee.

No other board member in attendance had any ethics violations to report.

4. Administrative Business

A. Review/Edit/Approve Meeting Minutes

i. February 3, 2026

Chair McKinley asked if everyone had a chance to review the minutes.

Jennifer Lombardo noted a correction on page 20 (page 5 of the February 3 draft), where she was referred to as "Vice Chair Lombardo." She clarified that she does not hold that position and suggested the reference be removed.

LE Cynthia Spencer reported that guidance had been sought from Sara Chambers and Lacey Derr regarding titles used in meeting minutes when the Chair is absent. Both Ms. Chambers and Ms. Derr advised that although Ms. Lombardo is not officially the Chair or Vice Chair, she had stepped into that role during the meeting; therefore, she should be identified as the Vice Chair for that meeting's minutes.

Ms. Lombardo acknowledged the explanation.

Chair McKinley commented that this amounted to a “field promotion” and asked whether there were any additional comments or corrections to the February meeting minutes.

Hearing no further discussion, he requested a motion to approve the minutes.

Motion: 1st Jenn Lombardo – 2nd Mae Canady

Approve February 3, 2026, meeting minutes as presented.

Approved by roll call vote.

Chair Kevin McKinley noted the board was ahead of schedule and asked if there were any items the board could complete before Item 5, Public Comment.

LE Spencer requested time for a brief announcement. The Board agreed.

LE Spencer reported that several school closures occurred at the end of 2025 and into early 2026. With the recent closure of Shear Fire Academy of Hair Design, there are currently eleven active schools, two of which operate within correctional facilities.

LE Spencer also shared that MetrOasis, Sue and Franz Shroy notified the Board that they will be retiring and plans to close the school in March 2027. They are completing instruction for their current students and, moving forward, will only be enrolling esthetics students until closure.

Chair McKinley thanked LE Spencer and asked if they could review the correspondences item.

12. Administrative Business Cont.

A. Correspondence

- i. Florence “Sam” Barfield – Esthetic Services in Alaska

Chair McKinley asked for comments regarding the correspondence.

Ms. Lombardo stated that the letter was well written and appreciated that individuals outside the esthetics program were taking the time to engage. She noted that the subject matter aligns with items already on the Board’s ongoing task list and expressed gratitude to Ms. Barfield for her submission.

Mae Canady agreed, emphasizing the value of public participation. She noted that having the letter on record reflects the strong interest from the public in advancing the esthetics program to be more consistent with other states. She expressed hope for continued progress.

Ms. Lombardo added that it would be beneficial to formally reply to Ms. Barfield, thanking her and acknowledging the Board’s commitment to moving forward on the issue.

Chair McKinley asked the Board whether they agreed with Ms. Lombardo’s recommendation to send a response.

Shannon Thompson stated she fully agreed with both Ms. Lombardo and Ms. Canady, noting that the Board appears aligned with public concerns and the timing is appropriate.

Jessica Pestrikoff also agreed that the Board should respond.

Desarae Hager noted she initially had difficulty locating the correspondence due to reviewing the wrong meeting packet. After locating the correct document, Ms. Hager stated that she supports responding to anyone who takes the time to write to the Board.

Chair McKinley asked staff to ensure that a response is prepared. Staff confirmed they would do so.

2. Public Comment

LE Spencer noted two members of the public were present online: Michelle McMullin and Jacqueline Polis.

Chair McKinley announced the public comment period was allotted 10 minutes, with up to 3 minutes per speaker.

LE Spencer invited Ms. McMullin to address the Board. Ms. McMullin declined to comment and stated she was attending to listen only. Board members briefly greeted Ms. McMullin. Board members greeted Ms. McMullin and had a brief conversation.

LE Spencer invited Ms. Polis to address the Board. Ms. Polis stated she was also present to listen and did not have comments at this time.

Chair McKinley thanked Ms. Polis for her continued engagement and attentiveness to the Board's work.

Ms. Polis expressed appreciation for the Board's efforts and stated she looks forward to continued progress.

LE Spencer noted that there were no other Public Comment attendees and the Board could move onto the next agenda item, however as there was still time remaining for Public Comment the Board would need to pause if someone wanted to address the Board.

Chair Kevin McKinley thanked staff and Board members for the progress on AO360 and noted that, while the Priority 1 regulations cleanup project is not yet complete, the Board should begin turning its attention to statutory goals aimed at improving Board operations and responsiveness to the profession—particularly esthetics. He emphasized interest in removing unnecessary statutory provisions and working with estheticians on modernizing standards and processes. He observed strong interest from estheticians and the public and stated the Board is looking forward to advancing these efforts. He indicated the Board may need to add an extra meeting to accommodate this work and asked members to keep that possibility in mind during future meeting scheduling.

Chair McKinley invited questions or concerns from Board members. Hearing none, he asked LE Spencer if they had another agenda item that could be started while waiting for public comment to close.

12. Administrative Business Cont.

B. National Tattooing and Permanent Cosmetic Coloring Theory Written Examinations Adoption/Discussion

Chair Kevin McKinley noted the Board previously reviewed sample national theory written examinations during the August 13, 2025, meeting. A formal adoption discussion was postponed when that agenda became overfull. The purpose of this item is to consider whether to adopt the national theory written examinations for Tattooing and Permanent Cosmetic Coloring.

LE Spencer confirmed PROV is the exam administrator for the theory written examinations and NIC as the national organization who writes theory exams.

Ms. Lombardo stated she did not favor adopting the NIC tattoo theory exam for Alaska. She felt the exam appeared heavy on tattoo-machine specifics, needle groupings, and pigment content, and not well aligned to Alaska's focus on minimum health and safety standards. She also recalled that only two or three states used the NIC tattoo exam (limiting reciprocity benefits), and that the study materials for Alaska's current exam and the NIC exam are largely similar.

Ms. Thompson generally agreed; she found the national exam more of a different version than a substantive improvement. She was not strongly for or against adopting it. She noted curriculum and study guide alignment issues for PCC (e.g., references mixing a Milady Permanent Cosmetics text with sections from the esthetics book), and suggested separate national exams could streamline and clarify the study path for future students.

LE Spencer clarified there are two separate national theory written exams—one for Tattooing and one for PCC—not combined, unlike Alaska’s currently administered combined Tattooing/PCC theory exam.

Ms. Canady asked about curricular alignment, noting other disciplines (e.g., hairdressing) follow recognizable textbooks (e.g., Milady) with NIC writing exams to those standards. She cautioned that adopting the national exams without clear curriculum/resources could be a significant change and asked whether appropriate study materials exist for tattooing/PCC analogous to other fields.

Chair McKinley sought specific concerns and acknowledged the prior (Aug. 13, 2025) review.

General sentiment: Members saw potential streamlining value in separate national exams but expressed concern that the NIC tattoo theory exam may overemphasize technical machine/needle content relative to Alaska’s regulatory emphasis on health/sanitation/safety.

LE Spencer noted it was 9:25 a.m., Item 5, Public Comment was now closed, and Investigative staff were online to begin Item 6.

Chair McKinley stated the board would pause the discussion of the examinations and move to Item 6.

6. Investigations

Board members greeted investigators Jenni Summers, Joy Hartlieb, and Dannie Kerfeld.

A. Investigative Report/Memo

Investigator Joy Hartlieb reviewed the Investigative Memo with the board. Inv Hartlieb reported for the period January 21, 2026 – April 27, 2026, there are 15 open cases and 27 closed cases. She asked if board members had any questions.

Chair McKinley asked if there were any questions for Inv. Hartlieb. Hearing none, he thanked Inv Hartlieb for her time.

B. Investigative Probation Report

Probation Monitor Dannie Kerfeld greeted the board and reported for the period January 17, 2026 – April 22, 2026, there are currently 10 licensees on probation and 2 licensees released from probation.

Chair McKinley asked if there were any questions for PM Kerfeld. Hearing none, he thanked PM Kerfeld for her time.

LE Spencer noted that Ms. Hager was the reviewing board member for the case to be reviewed and will be left out of the executive session.

Motion to enter executive session: 1st Jenn Lombardo – 2nd Mae Canady

Alaska State Board of Barbers and Hairdressers enter executive session in accordance with AS 44.62.610(c) and Alaska constitutional right to privacy provisions, for the purpose of discussing matters which by law, municipal charter, or ordinance are required to be confidential. Board staff to remain during the session.

APPROVED UNANIMOUSLY.

*Board entered executive session at 9:31 a.m. and returned from executive session at 9:39 a.m.
Quorum of board confirmed by roll call.*

Motion: 1st Shannon Thompson – 2nd Mae Canady

Adopt Consent Agreement for case 2025-001212 as written for Kristin Lighthall.

Chair McKinley asked if there was any further discussion on this matter, hearing none, he requested a roll call vote for the motion.

Roll Call Vote

NAME	YES	NO	Recuse
W. Mae Canady	X		
Jenn Lombardo	X		
Shannon Thompson	X		
Jessica Pestrikoff	X		
Kevin McKinley	X		
Desarae Hager			X – Reviewing Board Member

THE MOTION PASSED BY A MAJORITY VOTE.

The Board thanked Investigators for their time, hard work and assistance.

7. Administrative Business

A. Fine Matrix Update - Review/Approve

The Board reviewed the fine matrix updated at the February 3, 2026, meeting. LE Spencer confirmed the red-font entries reflect prior Board direction reviewed with PC Derr.

Chair McKinley asked if PC Derr could join for questions. Staff noted PC Derr was covering another meeting and would join when able; the mock-up displays the Board's last agreed changes.

Ms. Lombardo asked for an explicit, "final" mock-up before voting—preferring clear, separate lines for First Offense (≤ 90 days) vs. First Offense (≥ 91 days) vs. Second or More Offense to ensure the matrix is easily understood by future users.

Ms. Hager agreed and recalled prior consensus that First Offense ≥ 91 days should align with the second-offense discipline tier.

Board members agreed to use "91 days or more" (not "90+") to avoid ambiguity at the 90-day boundary.

- **AS 08.13.070 — Unlicensed Practice (subsections (1), (2), (3), (4), (5), (6)):**
 - Structure (for (1) & (2) and applied similarly to others as relevant):
 - First Offense — 90 days or less: Non-Disciplinary Advisement Letter (NDLA).
 - First Offense — 91 days or more: Imposition of Civil Fine (move to higher tier).
 - Second or More Offense: Imposition of Civil Fine (days do not matter).
 - **Harm language:**
 - "Harm against a student" (for school/student issues) and "harm against an apprentice/another" (as applicable) should not appear in the NDLA box; harm triggers consent agreement with fine/probation (placed in the higher discipline box).
 - For clarity in the second/discipline box, use: "First offense — 91 days or more" OR "harm against [student/apprentice/another]" OR "second or more offense."
- **08.13.070(4):** Mirror the "harm" language using "apprentice" in place of "student."
- **08.13.080(5):** Include "or harm against another" as applicable; Board agreed to mimic the prior structure.
- **08.13.070(6):** No changes; Board agreed this section is complete.
- **08.13.130 — License Display (amounts harmonization):**

Inv Summers flagged that the matrix showed \$1,000 for a second offense license display, while unlicensed practice showed \$500, which is inverted in severity.

Board members agreed to correct amounts:

- **08.13.130** (license display) second offense should reflect \$500.
- **08.13.070(1) & (2)** (unlicensed practice) should reflect \$1,000.

LE Spencer to update the matrix amounts accordingly.

- **12 AAC 09.130, 12 AAC 09.185, 12 AAC 09.190 — Reporting/Records (student/apprentice):**
 - **Uniform timing basis:** The statute/regulation provides 15 days after the quarter ends (reports due by the 15th day of the month following the quarter). Lateness should be measured after that statutory due date—remove “from quarter end” phrasing.
 - **Offense framing:** Remove “first offense/second offense” in these reporting sections; use day-range tiers instead (applies each reporting period).
 - **Agreed day-range tiers (late after the statutory deadline):**
 - 0–15 days late: NDLA (grace period).
 - 16–30 days late: \$250 fine.
 - 31–45 days late: \$500 fine.
 - 46+ days late: \$1,000 fine.
 - **Per-student/apprentice designation:** Where applicable (e.g., school reporting), fines should be assessed per student/apprentice to reflect separate violations (Jenni Summers; Board consensus).
 - **Investigations process note:** NDLA is not auto-sent by licensing; an investigation case is opened, days late verified, and a reviewing Board member recommends NDLA vs. fine.
- **Potential escalation for repeat short delays (≤15 days):**
 - **Board placeholder:** Consider whether repetitive ≤15-day late submissions should escalate beyond NDLA (e.g., treat as second offense or add graduated consequences).
 - **Instruction:** LE Spencer to add parenthetical prompt within the matrix to flag this policy question for the continued discussion later today.
- **Formatting:**
 - The Word mock-up will be cleaned post-review; if needed for clarity, the matrix may be reformatted in Excel (more rows for day ranges; fines aligned per row).
 - For now, reorder “Total Fine” text to list the day ranges and corresponding amounts in order (16–30, 31–45, 46+), and mirror across 09.130, 09.185, and 09.190.

Board members reached consensus on the structure, harm placement, day-range tiers, and the per-student/apprentice designation. Board members agreed to review and harmonize fine amounts after wording/structure is finalized.

Chair McKinley asked to pause and resume this item later in the day to finalize. The Board agreed to continue under Item 12 at 1:30 p.m. and requested Inv Summers rejoin for the discussion.

The Board thanked Investigator Summers for her help.

Recess The Board recessed at 11:09 a.m. for a short break; reconvened at 11:15 a.m. Quorum of the board confirmed by roll call

8. Division and Financial Update

A. FY26 3rd Quarter Budget Report (M Dumas)

Melissa Dumas, Administrative Operations Manager, greeted the board and reviewed the FY26 3rd Quarter report with the Board.

Ms. Dumas asked the Board if there were any fee changes associated with their AO360 regulation projects. LE Spencer confirmed there were no fee changes associated with the regulations projects the board would be starting today.

B. DEC Shop Inspection Information

Ms. Dumas reviewed the Department of Environmental Conservation (DEC) Environmental Health Food Safety & Sanitation Program — Body Art Inspections report. She reported that DEC reported 72 inspections in the first half of the year. Based on total costs for the period, the average cost is approximately \$260 per inspection. DEC conducts inspections primarily in person. For communities without a nearby DEC office or regular staff travel, DEC may conduct a virtual inspection first, followed by an in-person inspection when personnel are in the community. She stated DEC indicated the costs include oversight/supervision, plan review, program management, field inspections, and staff training necessary to maintain current standards. She reported the Division maintains a contract/RSA with DEC (similar to existing arrangements with the Department of Law and Department of Administration for hearing services). DEC is expected to provide quarterly reports; Ms. Dumas will ensure the next quarterly report (third quarter) is provided to the Board at its next meeting.

Ms. Lombardo thanked staff for the detailed breakdown and noted the information was helpful; she agreed that \$260 per inspection appears reasonable, particularly for in-person inspections.

The Board thanked Ms. Dumas for her time and information gathering.

C. House Bill 243 Update

Chair McKinley reported that HB 243 passed the House Labor & Commerce Committee (its only House committee referral) and has been heard in the Senate Labor & Commerce Committee. A committee vote is anticipated on May 8 at 1:30 p.m., with public testimony expected. If advanced, the bill would proceed to the Senate floor. Chair McKinley noted the bill has generated little controversy to date; House L&C advanced it quickly without taking testimony, and the Senate process is expected to move efficiently as well.

Ms. Canady requested that staff provide email updates on HB 243's progress between meetings, noting that real-time updates help members follow legislative actions, particularly for those not traveling to Juneau.

LE Spencer reminded members that legislative tracking guidance was provided at the February 3 meeting, including how to follow bills on akleg.gov. LE Spencer confirmed that updates will be emailed to the Board as they are received.

Ms. Canady acknowledged the guidance and expressed interest in monitoring status independently in addition to staff updates.

Chair McKinley thanked LE Spencer and asked for any further questions or comments. None were raised.

Chair Kevin McKinley noted the board was ahead of schedule and asked if there were any items the board could complete before the lunch break.

LE Spencer asked PC Derr if this was enough time to address Item 12 A. PC Derr agreed.

12. Administrative Business Cont.

A. Courtesy License 12 AAC 09.004 and Temporary Shop License 12 AAC 09.112 Discussion/Review

PC Derr asked the Board to revisit the courtesy license and temporary shop license regulations considering operational issues observed with tattoo expos. While AO360 included high-level adjustments, a deeper regulatory review is needed to ensure clarity, effective oversight, and alignment with current industry practices. With Legal Guidance (Interpretation received since the last meeting), for tattoo expos, the event sponsor must hold the temporary shop license for the venue and individual artists attending the event must hold a courtesy license and operate under the sponsor's temporary shop license. She noted that enforcement responsibility for event compliance centers on the sponsor as the temporary shop license holder. She noted that this interpretation may reduce revenue modestly

compared to past practice (i.e., only one temporary shop license per event), but it strengthens accountability and clarity for compliance.

PC Derr reported significant pushback from some expo participants due to ambiguity in existing regulations regarding who must obtain the temporary shop license. Because staff cannot interpret beyond the text of regulation, applicants were advised to seek their own legal counsel; some escalations occurred, including legislative contacts.

PC Derr emphasized the need for clear, updated regulations that fit the modern expo format to protect public health and safety and provide understandable rules to licensees and sponsors.

Ms. Hager asked about distinctions from hairdressing/barber events where demonstrations may be exempt, and whether expos are primarily educational or for-profit.

Ms. Lombardo clarified tattoo expos are largely for-profit, functioning as temporary shops over a multi-day period; some demonstrations may occur, but the primary purpose is service provision.

Ms. Hager asked what structure staff would prefer (e.g., one temporary shop + courtesy licenses, or a new "expo license" category).

PC Derr suggested the Board consider options such as revamping existing sections or creating a tiered/event license to reflect modern expo operations; consensus-building across modalities is needed.

Ms. Lombardo asked whether DEC continues to inspect expo booths.

LE Spencer confirmed DEC conducts a pre-event inspection and typically performs a walkthrough during the event; documentation is provided to the Board/Division.

Chair McKinley thanked PC Derr for the report and for handling stakeholder pushback and noted that the Board will revisit these regulations in future meetings. He asked staff to keep this topic in mind when scheduling upcoming agendas.

Chair Kevin McKinley noted the board was still ahead of schedule and asked if there were any items the board could complete before the lunch break.

B. National Tattooing and Permanent Cosmetic Coloring Theory Written Examinations Adoption/Discussion – Cont.

Chair McKinley reopened the discussion previously tabled earlier in the meeting. The Board had earlier reviewed national theory written exams (Aug. 13, 2025) and discussed whether to adopt separate national exams for Tattooing and PCC.

LE Spencer reported the current Alaska State Board theory exam for Tattooing/PCC is state-created, combined, and outdated; candidates report difficulty finding aligned study materials and training programs are not designed to this exam's blueprint. She stated NIC (National Interstate Council) writes the national theory exams using industry specialists and updates them regularly and PROV administers the theory written exams.

LE Spencer stated the national exams are separate (one for Tattooing, one for PCC) and come with practice exams, recommended study materials, and sample questions. She also noted the language availability; NIC offers exams in English, Korean, Spanish, and Vietnamese, improving accessibility.

Ms. Hager asked for a summary of why the Board is considering switching.

Chair McKinley noted goals of continuity, modernization, and quality; he found the national exams strong upon review.

LE Spencer added that NIC updates their exams regularly and provides materials aligned to industry standards, whereas Alaska's state exam is outdated and less supported by study resources.

Ms. Canady asked about the implementation timeline if adopted.

LE Spencer described a 30-day transition window: public notice posted (website + direct notices to trainees, instructors, shops); after 30 days, PROV administers the new NIC exams for all newly approved candidates. Candidates approved before the effective date would continue with the current exam until the switch date.

Ms. Thompson supported adoption, emphasizing the value of language accessibility and having separate exams for Tattooing and PCC given their differences.

Chair McKinley noted feedback that candidates have encountered content from the non-primary modality on the combined exam, which supports separating the tests.

LE Spencer noted the Board's most recent adoption of the NIC Body Piercing theory exam went smoothly (few candidates to date and no reported failures).

Board Members recognized benefits (modernization, accessibility, separate exams), while prior concerns (from earlier discussion) about content emphasis and Alaska's health/safety focus remain part of the record.

Chair McKinley invited a motion or any final discussion.

Motion: 1st Jenn Lombardo – 2nd Mae Canady

Accept the NIC Tattooing Theory written examination replacing the currently administered State Board Theory written examination for Tattooing & Permanent Cosmetic Coloring.

Chair McKinley requested a roll call vote for the motion.

Roll Call Vote

NAME	YES	NO	Recuse
Kevin McKinley	X		
Desarae Hager	X		
W. Mae Canady	X		
Jenn Lombardo	X		
Shannon Thompson	X		
Jessica Pestrikoff	X		

THE MOTION PASSED UNANIMOUSLY.

Motion: 1st Shannon Thompson – 2nd Desarae Hager

Accept the NIC Permanent Makeup Theory written examination replacing the currently administered State Board Theory written examination for Tattooing & Permanent Cosmetic Coloring.

Chair McKinley requested a roll call vote for the motion.

Roll Call Vote

NAME	YES	NO	Recuse
Jessica Pestrikoff	X		
Shannon Thompson	X		
Jenn Lombardo	X		
W. Mae Canady	X		
Desarae Hager	X		
Kevin McKinley	X		

THE MOTION PASSED UNANIMOUSLY.

LE Spencer thanked Board members and stated she would begin the process of rolling out the new exams shortly.

Recess The Board recessed at 12:00 p.m. for a lunch break; reconvened at 12:30 p.m. Quorum of the board confirmed by roll call.

11. A0360 Begin Regulation Projects (Derr)

PC Derr greeted the Board and reported that the Governor's Office has approved the Division's A0360 initiative, enabling the Board to begin its regulations work. The Board may proceed with Priority 1 items on the A0360 matrix as a single cleanup project, focused on deleting duplicative or outdated provisions and removing unnecessary barriers to licensure. She noted this initial project should be straightforward and is unlikely to draw public comment.

Project Approach & Drafting Notes:

- Draft prepared for the regulations specialist (Stephanie Davis).
- Bracketed ALL-CAPS text = deletions in this first project. (Future projects may use bold/underline to denote additions.)
- Priority 1 will consolidate multiple sections into one project focused on deletions/clean-up.

Proposed Priority 1 Regulation Changes (12 AAC 09):

- 12 AAC 09.002 – Check Sheets: Repeal. Section intended to permit issuance of licenses by the Division, duplicative of statutory licensing process.
- 12 AAC 09.004 – Courtesy License: Amend to remove subsections (e) and (f) (film and stage production work) identified as outdated; does not change overall courtesy license framework.
- 12 AAC 09.005 – Examination Requirements: Repeal outdated Board-run exam language; exams are administered by PROV. Remove notarized application requirement.
- 12 AAC 09.020 – Identification of Applicant: Repeal/redirect as identification is administered by PROV in the exam process.
- 12 AAC 09.115 – Verifications: Repeal requirement that verifications must come directly from a third party and be certified; removes barriers to licensure. Staff can obtain needed verifications directly.
- 12 AAC 09.125 – School Requirements: Remove prescriptive facility layout items (e.g., floor plan map, minimal instruction areas, restroom/closet/hallway specifications) that the Board does not inspect and that are otherwise covered by post-secondary oversight.
- 12 AAC 09.127 – College/University-Offered Schools: Repeal; there are no college-approved programs in Alaska, and post-secondary statutes/regulations already govern such institutions.
- 12 AAC 09.135 – Transfer of Hours & Re-Enrollment: Amend to ensure earned hours remain valid with proof, removing barriers if a student pauses and returns.
- 12 AAC 09.170 – Theory Syllabus: Repeal; the Board does not provide textbooks.
- 12 AAC 09.180 – Student Permits: Remove subsection (3) and subsection (c); proof of enrollment and instructor information are captured elsewhere. No extensions tied to “next scheduled exam date,” as exams are handled by PROV.
- 12 AAC 09.905(b) – Location of Shops in a Private Residence: Repeal duplicative subsection; covered by other statutes/regulations.
- 12 AAC 09.930 – Reinstatement of Lapsed License: Remove the requirement for the applicant to show prior Alaska licensure; staff can verify from records.

PC Derr reviewed the process and timeline of A0360 regulation projects. She stated the Board will consider and adopt one consolidated motion covering all Priority 1 changes and a roll call vote is recommended for clarity. After adoption, LE Spencer will provide the meeting-minutes excerpt to Ms. Derr, who will forward the package to Regulations Specialist Stephanie Davis to begin the formal process. The typical regulation timelines are 6–12 months; given multiple boards/projects, ~12 months or more may be realistic. The Department of Law will review for consistency and statutory alignment; after legal clearance, the package will be issued for 30 days of public comment. She noted that written comments can be submitted to the regulation's specialist or via the Board's email. If desired, the Board may schedule a meeting specifically to receive public comment.

PC Derr stated Priority 2 projects are expected to require more stakeholder feedback; Priority 3 may warrant extended comment or dedicated meetings, depending on timing before the 2027 administration change.

PC Derr stated that LE Spencer has drafted required project questions; the package is ready pending Board motion.

Ms. Desarae Hager asked whether the Board would vote on each section individually or as a single motion.

Ms. Derr advised a single, consolidated motion, noting sections were reviewed individually and will be reflected in the recording and minutes.

Chair McKinley thanked Ms. Derr for the thorough report and asked if Board members had any further questions. Hearing none he requested a motion.

Motion: 1st Shannon Thmpson– 2nd Desarae Hager

Move to initiate a regulations project regarding amendments to the Board of Barbers & Hairdressers, 12 AAC 09 by approving the proposed removal discussed for public comment, unless substantive changes are made by the regulation’s specialist or the Department of Law. The following sections will Be included in this project. I do not request an oral hearing or an extended public comment period.

- 12 AAC 09.002 Review of License Applications
- 12 AAC 09.004 Courtesy Licenses
- 12 AAC 09.005 Examination Requirements for Licensure
- 12 AAC 09.020 Identification of Applicant
- 12 AAC 09.115 Verifications
- 12 AAC 09.125 Requirements for School License; Renewal Requirements
- 12 AAC 09.127 License Requirements for School Offered by a College or University
- 12 AAC 09.135 Transfer of Hours and Reenrollment
- 12 AAC 09.170 Theory Syllabus
- 12 AAC 09.180 Student Permits
- 12 AAC 09.905 Location of Shop in Private Residence
- 12 AAC 09.930 Reinstatement of Lapsed Licenses

Chair McKinley asked if the board had any additional discussion; hearing none, Chair McKinley requested a roll call vote.

Roll Call Vote

NAME	YES	NO	Recuse
Jessica Pestrikoff	X		
Shannon Thompson	X		
Jenn Lombardo	X		
W. Mae Canady	X		
Desarae Hager	X		
Kevin McKinley	X		

THE MOTION PASSED UNANIMOUSLY.

LE Spencer and PC Derr completed required Project Opening Questionnaire forms for the regulation specialist.

Ms. Lombardo asked what percentage of AO360 progress the Board’s first regulations project represents.

PC2 Derr stated that completion of the first project should put the Board close to the 15% milestone targeted by the end of the fiscal year (noting internal references to FY2026/FY2027 timing). She added

that while monetary markers set early in AO360 are still being clarified, the Division’s focus is on meeting the spirit of AO360 and moving projects through the pipeline.

PC Derr noted the Board is positioned toward the front of the line for regulations work, offering a valuable process example for other boards that may seek guidance on how AO360 projects proceed.

Chair McKinley expressed appreciation for the progress and stated the session went very well, with good debate and clear explanations. He thanked PC Derr for leading this project and all her hard work.

12. Administrative Business Cont.

H. Board Confirmation of Vice Chair

LE Spencer noted that Ms. Lombardo has stepped in to preside during Chair McKinley’s absences based on her prior experience as Board Chair. To ensure clarity and continuity, an official Vice Chair designation is needed on the record.

Chair McKinley thanked Ms. Lombardo for her service and asked whether she would accept the role.

Ms. Lombardo stated she accepts.

Chair McKinley thanked Ms. Lombardo and asked whether a motion was needed; staff confirmed that a motion is required. The Chair called for additional nominations; none were offered.

Motion: 1st Shannon Thmpson– 2nd Desarae Hager

Appoint Jennifer Lombardo as Vice Chair for the Board of Barbers and Hairdressers.

Chair McKinley asked if the board had any additional discussion; hearing none, Chair McKinley requested a roll call vote.

Roll Call Vote			
NAME	YES	NO	Recuse
Kevin McKinley	X		
Desarae Hager	X		
Jenn Lombardo			X
W. Mae Canady	X		
Shannon Thompson	X		
Jessica Pestrikoff	X		

THE MOTION PASSED BY MAJORITY

The Board was ahead of schedule and decided to review Item 12 C until Inv. Summers rejoined the Board at 1:30p.m.

C. Prioritization Matrix

Jessica Pestrikoff opened the Prioritization Matrix (Excel) and described her approach to streamline work by removing or hiding “no-brainer” items and focusing on Priority 1 tasks first, then moving to Priority 2, 3, and 4 items.

Chair McKinley asked how the matrix is intended to keep the Board on track.

Ms. Pestrikoff explained the matrix ranks items 1–4 (with 1 = high priority). Her proposal: address Priority 1 items, then proceed sequentially.

LE Spencer recommended starting with Priority 1 items and, for statutory changes, bundle all needed statute updates into one legislative packet (rather than piecemeal) to be carried by a sponsor. She noted many regulatory changes are tied directly to statute; regulatory changes cannot proceed until the related statutes are amended. She suggested the Chair may assign statute topics to Board members to

review, draft update recommendations, and bring them together into a single legislative document for Board consensus.

LE Spencer reminded the Board that staff can proofread and flag issues but cannot write or submit legislative projects, this responsibility rests with the Board.

LE Spencer and Ms. Pestrikoff ran through the matrix updating with regulatory projects submitted as part of AO360 work and body art exams discussed today.

- **“Update tattoo exam”**—mark complete/cross off (pending final decision timing captured under Item 12B).
- **Fine schedule matrix**—mark as in progress today; to be completed when edits are finalized (see Item 7 continuation).
- **AO360 regulations:**
 - 12 AAC 09.002, 09.004, 09.005, 09.020, 09.115, 09.125, 09.127, 09.135, 09.170, 09.180, 09.905, 09.930.

PC Derr clarified that the current project covers high-level cleanup items only and that some sections (e.g., courtesy license 12 AAC 09.004) should remain “in process” due to anticipated public comment and further work.

- **Direction:** Reflect AO360 Priority 1 items as “in process/completed” consistent with the approved project scope; do not mark sections beyond that scope as completed yet.

Board and staff concurred, 12 AAC 09.025 is not part of the current project and should remain active on the matrix.

Board members agreed that esthetics should be a priority. The matrix includes “Create tiered esthetician license; review medical-spa-related needs/changes” as a Priority 1 item, referencing the medical spa workgroup. The Board reaffirmed this as high priority with estheticians awaiting progress.

Ms. Pestrikoff stated she will maintain the Excel version and will add a column to track responsible Board member/owner and status (e.g., “In Progress,” “Completed,” “Deferred”). The Excel view can be filtered to Priority 1 and In Progress for focused review during meetings.

Chair McKinley emphasized avoiding prolonged discussions without action, as Legislative Audit can cite “identified but unresolved” items. The Board should close out topics explicitly—either advance with a workplan or defer/decline with rationale.

LE Spencer asked whether matrix reviews should occur alongside other items or as a dedicated agenda segment earlier in the day.

Board members expressed flexibility with this item.

The Board opted to return to the Fine Matrix with Investigator Jenni Summers joining, then resume prioritization matrix work as time allows.

Chair McKinley thanked Ms. Pestrikoff for taking on this responsibility and all her hard work.

7. Administrative Business

A. Fine Matrix Update - Review/Approve, Cont.

Staff displayed two draft formats: the Desarae Hager breakdown (explicit rows by days after deadline) and the alternate format previously used in Board packets.

Ms. Thompson and Ms. Canady found the Desarae breakdown easier to read at a glance.

Ms. Pestrikoff preferred the top/left version on screen.

Ms. Lombardo preferred the left version but noted both conveyed the same substance.

The Board directed staff to retain the version that explicitly addresses “second offense” and day-range tiers and to incorporate the edits made live during the meeting. Staff will finalize formatting and maintain that version as the master Fine Matrix.

Substantive Edits Approved - Global Clarifications

- Remove the term “per incident” where it appears; use “per offense” when needed for clarity.
- Where applicable, designate fines “per student/apprentice” (to reflect separate violations).
- In the NDLA box, do not include “harm” language; harm triggers consent agreement with fine/probation in the higher-discipline box.

AS 08.13.070 — Unlicensed Practice (general structure for (1), (2), and as applicable elsewhere)

- First offense — 90 days or less: Non-Disciplinary Advisement Letter (NDLA).
- First offense — 91 days or more: Imposition of civil fine.
- Second or more offense: Imposition of civil fine (days do not matter).
AS 08.13.070(1) & (2) — Fine Amount Harmonization
- Confirmed \$1,000 per offense for first offense ≥91 days and second or more offense.
- (Earlier inversion corrected: 08.13.130(a) license display = \$500; unlicensed practice fines = \$1,000.)

AS 08.13.070(3) — Harm Against Student (discipline tier)

- Retained \$4,000 fine; \$2,000 suspended in the higher-discipline box for first offense ≥91 days / second or more offense / harm against a student.
(No changes requested for this subsection in this segment.)
AS 08.13.070(4) — Harm Against Apprentice/Trainee
- Mirror (3) with “harm against an apprentice/trainee” in the higher-discipline box.
(No changes requested for fine amounts in this segment.)
AS 08.13.080 — Shop Owners
- Retained \$4,000 fine; \$2,000 suspended for first offense ≥91 days / second or more offense / harm against another.
(No changes requested.)

AS 08.13.070(6) — Allow Unlicensed Practice (by owner/manager)

- Fine reduced from \$2,000 (\$1,000 suspended) per practitioner/student/apprentice to \$1,500 per practitioner/student/apprentice.
 - Rationale: acknowledges owner responsibility while recognizing practical limits on preventing unsanctioned work during brief absences; Investigations will continue to open separate cases against the unlicensed practitioner.

AS 08.13.070(8) — Fraudulent License/Means

- Retained framework: Consent Agreement, two-year probation, reprimand; \$4,000 fine with \$2,000 suspended.
 - Clarified that subsection covers both initial applications (subject to denial/cease & desist) and renewals (subject to consent agreement and fine).

AS 08.13.130(a) — License Display

- Second offense fine = \$500 (confirmed).
 - (Harmonization with unlicensed practice fines, see above.)

AS 08.13.217(a) & (b) — Tattooing/Piercing a Minor

- Add: “Referral to law enforcement.”
- Remove suspended amount: Fine set to \$4,000 per offense (no suspended portion).
 - Rationale: seriousness of offense and recent case experience; criminal referral may or may not be pursued by law enforcement, so administrative penalty must stand on its own.

12 AAC 09.130 — Student Records; 12 AAC 09.185 — Apprentice Records; 12 AAC 09.190 — Apprentice/Trainee Records

- Measure lateness after the statutory deadline (reports due by the 15th day of the month following the quarter) — remove “from quarter end” phrasing.
- Replace “offense” framing with day-range tiers (applies each reporting period):
 - 0–15 days late: NDLA (grace period).
 - 16–30 days late: \$250 (per student/apprentice, where applicable).
 - 31–45 days late: \$500 (per student/apprentice).
 - 46+ days late: \$1,000 (per student/apprentice).
- Add explicit line: Second offense — 15 days or less: \$250 (clarity, per Investigations’ recommendation).
- The Board confirmed identical structure across 09.130, 09.185, and 09.190.

Chair McKinley asked if there were any additional comments or questions; hearing none he requested a motion.

Motion: 1st Desarae Hager – 2nd Shannon Thompson Canady

Adopt and approve the reviewed and revised Fine Matrix as presented.

Approved by roll call vote.

The board thanked Inv. Summers for her assistance updating the matrix.

12. Administrative Business Cont.

C. Prioritization Matrix, Cont.

Chair McKinley reiterated that upcoming work would focus on statute/legislative projects, with emphasis on esthetics and other outdated statutes.

LE Spencer advised that statutory changes should be grouped as a single “batch/packet” rather than piecemealed.

Chair McKinley proposed that each Board member review statutes in their own modality/industry and identify items to clean up, amend, or repeal. He asked members to bring proposed statute changes back to the Board, with a target of the August meeting, noting timing will depend on AO360 regulations workload.

LE Spencer noted the Board has discussed the matrix but has not yet assigned tasks. The Chair confirmed assignments as homework for all members to review their sections and return with specific proposals aligned to items listed in the matrix.

Board members agreed to review applicable statutes and report back on this during the August 2026 meeting.

LE Spencer relayed a question from Inv Summers, asking whether the fine matrix addresses practicing outside scope (e.g., an esthetician performing microneedling).

Board members agreed practicing outside the licensed scope (e.g., performing a service that requires a different license) will be treated as Unlicensed Practice under AS 08.13.070, and the existing unlicensed practice schedule applies (e.g., First offense ≤ 90 days = NDLA; First offense ≥ 91 days or Second/More offense = civil fine, as adopted).

D. FY26 Annual Report

LE Spencer reminded the Board that the FY26 Annual Report (covering July 1, 2025 – June 30, 2026) is due June 30. The report requires Board-authored statements for:

- Accomplishments (Board and staff).
- Needs (priorities, resources, legislative/regulatory work).

LE Spencer emphasized that failure to submit a complete, Board-approved report reflects poorly in Legislative Audit. Staff can transcribe the Board’s dictated statements and assemble the report shell but cannot author the Board-required narratives.

Chair McKinley proposed drafting as much content in-meeting, then finalizing via email before the deadline. Staff will type as the Board dictates during the meeting, and Ms. Hager will refine language

post-meeting (English-teacher edit), then send the draft to LE Spencer for assembly and OnBoard posting.

Brainstormed Content (for the Report)

Accomplishments (FY26)

- **AO360 Progress:**
 - Initiated the Priority 1 regulations cleanup project; identified duplicative/outdated sections; coordinated with Regulations Specialist/Dept. of Law; positioned the Board early in the AO360 pipeline.

- **Fine Matrix Modernization:**
 - Reviewed, updated, and adopted a comprehensive Fine Matrix (graduated day-range tiers, harm placement, per-student/apprentice clarity, harmonized amounts; improved readability and enforcement guidance).

- **Exam Modernization (Body Art):**
 - Adopted separate NIC theory written examinations for Tattooing and Permanent Cosmetic Coloring (PCC), administered by PROV, including multilingual availability and aligned study materials/practice exams.

- **Mission & Strategic Planning:**
 - Created a Board mission statement; refreshed strategic priorities, including the Prioritization Matrix to sequence work (statutes, regulations, enforcement, board development).

- **Meeting Management & Participation:**
 - Maintained quorum and strong attendance; conducted meetings efficiently with robust debate and clear decisions.

- **Investigations & Case Throughput:**
 - Improved processing/case clearance with the Investigations Unit; continued coordination to address backlog and timeliness (staff to provide stats for the final draft).

- **Staffing & Operations:**
 - Supported program operations with addition of a third licensing examiner; continued effective coordination with PC Derr and Division leadership.

- **DEC Coordination (Body Art Inspections):**
 - Received and reviewed quarterly DEC Environmental Health inspection reports; maintained oversight of pre-event and in-event inspections at expos; ensured documentation flows to the Board.

Recess The Board recessed at 3:06 p.m. for a short break; reconvened at 3:11 p.m. Majority of the board confirmed by roll call

Needs (FY27 & Forward)

- **Statutory Clean-Up (Legislative Packet):**
 - Prepare a bundled “batch” packet of all needed AS changes (do not piecemeal), including:
 - Esthetics scope modernization (e.g., tiered esthetician licensure; medical-spa-related services alignment; remove misplacements under tattoo statutes; clearer device/service definitions).
 - Clarifications supporting regulatory modernization (ensure regs can proceed after statute updates).
 - Non-body-art shop inspection references where applicable (DEC or other mechanisms).

- **Event/Expo Oversight (Tattoo/PCC):**
 - Consider regulatory updates or an event/expo license structure to clearly define sponsor responsibilities, artist requirements, fees, and public safety controls.

- **National Representation & Training:**
 - Maintain budget to send a Board representative (and staff as appropriate) to NIC/national conferences; continue participation in national workgroups to track industry standards and emerging issues.
- **Meetings & Outreach:**
 - Plan at least one in-person Board meeting and explore town hall opportunities with stakeholders.
 - Consider a Juneau visit to coordinate with Division leadership and legislators (subject to legislative submissions and budget).
- **Board Composition:**
 - Fill vacant seats (e.g., barber representative) to maintain full Board expertise and quorum stability.
- **Operating Budget & Staff Support:**
 - Maintain adequate budget for program operations; continue leveraging **PC Derr** (program coordinator/executive director functions) and the examiner team; reassess need for additional FTEs as workload evolves.

Assignments & Deadlines:

- **Desarae Hager:** Draft and refine the Accomplishments and Needs narratives (integrating the bullets above) and send to LE Spencer by May 11, 2026.
- **Chair McKinley:**
 - Review final narrative and confirm submission readiness; encourage timely approvals.
- **LE Spencer:**
 - Send source materials (prior annual report format, current report shell, Prioritization Matrix, AO360 summary, DEC quarterly snapshot, Investigations stats if available) to Ms. Hager.
 - Assemble the edited narrative into the Annual Report shell and post to OnBoard for Board review/approval.
- **All Board Members:**
 - Email any additional accomplishments/needs to LE Spencer promptly; review the OnBoard posting and approve before June 30, 2026.

Chair McKinley thanked the board for their work on this report and thanked Ms. Hager for taking on the responsibility of drafting the FY26 Annual Report.

F. Application Review

- i. Manifest E Malcuit – Training Review
- ii. Maya T Ellis - Esthetician by Examination - Training Evaluation Assistance

LE Spencer informed the board that the two applications/training reviews are for Manifest Malcuit and Maya Ellis. Staff needs the Board to review and consider training documentation; these will be reviewed in executive session.

Chair McKinley requested a motion.

Motion to enter executive session: 1st Jenn Lombardo - 2nd Shannon Thompson.
Alaska State Board of Barbers and Hairdressers enter executive session in accordance with AS 44.62.610(c) and Alaska constitutional right to privacy provisions, for the purpose of discussing subjects that tend to prejudice the reputation and character of any person, provided the person may request a public discussion. Board staff to remain during the session.

APPROVED UNANIMOUSLY.

Board entered executive session at 3:19 p.m. and returned from executive session at 4:18 p.m.
Quorum of board confirmed by roll call.

Chair McKinley requested motions be made separately.

Motion: 1st Jenn Lombardo– 2nd Shannon Thompson

Accept the practical operation totals provided on the last submitted quarterly report for April – June 2025 from Shear Fire Academy of Hair Design for Manifest Malcuit.

Chair McKinley requested a roll call vote.

Roll Call Vote

NAME	YES	NO	Recuse
Kevin McKinley		X	
Desarae Hager		X	
W. Mae Canady		X	
Jenn Lombardo		X	
Shannon Thompson		X	
Jessica Pestrikoff		X	

THE MOTION PASSED UNANIMOUSLY

Motion: 1st Jenn Lombardo– 2nd Shannon Thompson

Table the training review for an esthetician license for Maya Ellis in order to present Board practical operation findings and request additional training documentation or clarification.

Chair McKinley requested a roll call vote.

Roll Call Vote

NAME	YES	NO	Recuse
Jessica Pestrikoff		X	
Shannon Thompson		X	
Jenn Lombardo		X	
W. Mae Canady		X	
Desarae Hager		X	
Kevin McKinley		X	

THE MOTION PASSED UNANIMOUSLY

LE Spencer thanked the Board for their assistance. She stated that once documentation and information was received from Maya Ellis, her training documentation would be presented to the Board either via OnBoard or during the August 18, 2026, meeting.

Chair McKinley thanked all board members and staff for their engaged participation and hard work.

15. Adjourn

The chair declared the board off the record at 4:22 p.m.

Respectfully submitted:

Cynthia Spencer, Licensing Examiner III

Approved:

Kevin McKinley, Chairperson
Board of Barbers and Hairdressers

Date: _____

DRAFT