

## **KENTUCKY STATE BOARD OF HAIRDRESSERS & COSMETOLOGISTS**

**March 1, 2004**

The March 1, 2004 meeting of the Kentucky State Board of Hairdressers and Cosmetologists was called to order by Chairman Bea Collins at 10:00 a.m. The meeting was held at the office of the board, 111 St. James Court, Suite A, Frankfort, Kentucky.

Two (2) new members of the board were introduced: Regina Webb, Bowling Green, representing salon owners, and Judy Penrod, Frankfort, representing the consumer. The two (2) board members were sworn and took the oath of office.

Due to the large number of persons in attendance at the board meeting, Chairman Collins requested all persons in the room turn off all cell phones.

Those members present were: Bea Collins, Beverly McCauley, Judy Penrod, Martha Preston, and Regina Webb. Also present was Cheryl LaLonde Mooney, Board Counsel, Attorney General's Office.

An addition to the December 1, 2003 board meeting minutes was noted as follows: On page 4, under NIC - Kirby Morris, it was suggested the following be added: "and no further action is necessary at this time." Beverly McCauley moved the December 1, 2003 board meeting minutes be approved as corrected. Martha Preston seconded and the motion carried by a 5-0 vote.

Martha Preston moved to approve the December 3, 2003 special board meeting minutes. Beverly McCauley seconded and the motion carried by a 5-0 vote.

Beverly McCauley moved to approve the December 16, 2003 special board meeting minutes. Martha Preston seconded and the motion carried by a 5-0 vote.

Martha Preston moved to approve the January 5, 2004 special board meeting minutes. Beverly McCauley seconded and the motion carried by a 5-0 vote.

Beverly McCauley moved to approve the January 12, 2004 special board meeting minutes. Martha Preston seconded and the motion carried by a 5-0 vote.

Martha Preston moved to approve the site inspection for additional space at Bellefonte Academy of Beauty, Russell, held on December 5, 2003. Beverly McCauley seconded and the motion carried by a 5-0 vote.

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Beverly McCauley moved to approve the final inspection of the relocation of Mr. Jim's College of Cosmetology, Owensboro, held on December 15, 2003. Martha Preston seconded and the motion carried by a 5-0 vote.

### COMMUNICATIONS

Sandra A. Guizio - Ms. Guizio submitted a letter requesting to enroll in a school of cosmetology for a brushup course in preparation for the restoration of her cosmetologist license. Ms. Guizio's license expired in 1997. Martha Preston moved Ms. Guizio be advised her request to enroll for a brushup course is approved for a maximum of 300 hours. Beverly McCauley seconded and the motion carried by a 5-0 vote.

Raima D. Bellah - Ms. Bellah submitted a letter requesting a waiver of the continuing education requirements in order to obtain her Kentucky cosmetologist license. Ms. Bellah is 60 years old and obtained her cosmetology license in California in 1992. Martha Preston moved Ms. Bellah be advised her request is denied as the Board does not have the authority to grant a waiver of the statutory requirements. Beverly McCauley seconded and the motion carried by a 5-0 vote.

Felicia Maupin - Ms. Maupin's application for examination and enrollment file was reviewed by the members of the board due to her conviction of a felony. Beverly McCauley moved the application for examination in order to obtain an apprentice cosmetologist license be approved and Ms. Maupin be notified to report for examination in April 2004. Martha Preston seconded and the motion carried by a 5-0 vote.

Alma Jones - Motif Beauty Academy, Eva Blanton - Ms. Blanton submitted a letter requesting Ms. Jones be allowed to return to school for 10 consecutive weeks for one hour per day to help prepare her for the written examination. Ms. Jones has been scheduled for the written examination on nine (9) occasions. Beverly McCauley moved Ms. Blanton be advised the request for Ms. Jones to return to school for a maximum of 50 hours is approved. Martha Preston seconded and the motion carried by a 5-0 vote.

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Teri Black - Ms. Black submitted a letter requesting a hearing with regard to the hours she obtained while enrolled in a school of cosmetology. Ms. Black has 371 hours that have expired. Beverly McCauley moved that due to the extenuating circumstances and the medical documentation provided, the request for the expired hours is approved. Martha Preston seconded and the motion carried by a 5-0 vote.

Margaret E. Ganote - Ms. Ganote submitted a letter requesting restoration of her cosmetologist license that expired in 1997. Ms. Ganote's original request for restoration was postmarked on July 25, 2003, but mailed to the old address, and after being returned to her, it was after the July 31, 2003 deadline and she would be required to retake the examination in order to restore. Beverly McCauley moved Ms. Ganote be advised since her original request for restoration was postmarked on July 25, 2003, the restoration be accepted. Martha Preston seconded and the motion carried by a 5-0 vote.

Marilyn Fielding - Ms. Fielding submitted a letter requesting restoration of her cosmetologist and instructor license into an inactive status. Due to the illness of her mother it was a hardship for her to obtain the continuing education hours. Beverly McCauley moved Ms. Fielding be requested to provide medical documentation. Regina Webb seconded and the motion carried by a 5-0 vote.

Hasija Mrzljak - Ms. Mrzljak submitted a letter requesting licensure and documents concerning her licensure in Bosnia. Beverly McCauley moved the request for licensure be denied and she must complete the statutory requirement of 1,800 hours in order to obtain a cosmetology license. Martha Preston seconded and the motion carried by a 5-0 vote.

Junisha Callis - Ms. Callis submitted a letter requesting to be rescheduled for the regular cosmetologist examination. Ms. Callis has previously entered into an Agreed Order, and applied for the regular cosmetologist examination. She was scheduled in December 2003 and canceled, paid a \$100.00 fine; scheduled in January 2004, canceled, and paid a \$100.00 fine; scheduled in February 2003 and failed the practical examination; scheduled for March 2003 and failed to appear. Martha Preston moved to issue a new Agreed Order advising that she must apply for examination and report no later than June 2004 or her license will be suspended for one (1) year. Beverly McCauley seconded and the motion carried by a 5-0 vote.

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Sylvia Whiting - Ms. Whiting submitted a letter requesting she be allowed to report for examination without paying the \$100.00 fine that was imposed. Ms. Whiting has not obtained her apprentice cosmetologist license. Due to the history of Ms. Whiting, Martha Preston moved Ms. Whiting be issued an Agreed Order indicating she must obtain her apprentice cosmetologist license by June 2004 or she must return to school for 300 hours. Beverly McCauley seconded and the motion carried by a 5-0 vote.

Samantha Syktich - Ms. Syktich submitted an article appearing in a local Lexington publication regarding the WOW Expo and services being performed. At the request of board counsel, Beverly McCauley moved a copy of the article be sent to Mr. Thomas Dysarz, Planet Salon, for response. Regina Webb seconded and the motion carried by a 5-0 vote.

#### NEW BUSINESS

Several individuals submitted letters requesting to address the board concerning issues that were discussed at a recent School Owners Association Meeting. The individuals present and wishing to address the board were advised they would be given a time limit of 10 minutes. There were also letters appearing on Additional Items that addressed these issues.

Jan Rowland - Mrs. Rowland indicated she was present and speaking on behalf of herself and no other organization. Mrs. Rowland addressed the board on behalf of the following issues: using mannequins for practical examination; national testing; work permits for apprentice instructors.

Johnny Ray Browning, Appalachian Beauty School - Mr. Browning addressed the board and the attendees regarding the importance of HB 408; spoke on behalf of upgrading the testing for cosmetologists and instructors; and testing on mannequins.

Mary Lou Campbell - Ms. Campbell spoke against national testing; spoke on behalf of mannequins, and indicated that all schools should be contacted for input on any changes.

Lunelle Leonard - Ms. Leonard indicated that she understood that no major changes can be addressed until the financial situation of the board improves.

June Bowles - Ms. Bowles spoke against an increase in the instructor/student ratio; additional students for apprentice instructors; indicated an agreement with an internship provided it is strongly regulated; and spoke in support of a fee increase.

There were letters on Additional Items from Sandra Pride and Jamie Lovern regarding these issues.

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Chairman Collins addressed the attendees regarding the issues presented to the board. HB 408 was also discussed. Chairman Collins assured the attendees that all schools would be contacted for input before any changes occurred, but emphasized that no changes could occur until the board receives a fee increase.

Keith Hall - Governor's Office - Mr. Hall, Director of Boards and Commissions, along with Hollis Rosenstein, his assistant, was present at 11:00 a.m. to discuss the hiring of an administrator. Chairman Collins introduced the Board to Mr. Hall. Mr. Hall addressed the board concerning this matter. Cheryl Mooney, Board Counsel, advised Mr. Hall of the requirements of KRS 317A.040(2) that granted the authority to the board. Mr. Hall requested Ms. Mooney contact him with regard to this matter. Mr. Hall concluded his presentation and the Board thanked him for the opportunity to discuss this matter with him.

The Board recessed for 15 minutes.

Felecia Myers - The Academy of Cosmetology Arts, Paducah - Ms. Myers submitted an application for a change of location, and all related documents, for The Academy of Cosmetology Arts from 1408 Broadway, Paducah, to 1407 West Main Street, Murray. Beverly McCauley moved the application for a change of location be approved. Martha Preston seconded and the motion carried by a 5-0 vote. It was determined that a site inspection of the proposed location would be conducted on Monday, March 22, 2004 at 11:30 a.m.

Felecia Myers - The Academy of Cosmetology Arts - Ms. Myers submitted an application for a school of cosmetology to be located in the 1<sup>st</sup> Congressional District, Hopkinsville. There is vacancy in the 1<sup>st</sup> Congressional District, due to the license issued to Head's Hopkinsville Beauty College not being renewed. (See December 2003 Minutes) Beverly McCauley moved the application for a school of cosmetology to be located at 105 Hammond Plaza, Hopkinsville, be approved. Martha Preston seconded and the motion carried by a 5-0 vote. It was determined that a site inspection of the proposed location would be conducted on Monday, March 22, 2004 at 10:00 a.m.

Melissa Bingham - Trend Setters Academy - Mr. & Mrs. Bingham submitted an application for a school of cosmetology to be located in the 4<sup>th</sup> Congressional District, 6539 W. Highway 22, Crestwood, Kentucky. Beverly McCauley moved the application

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for a school of cosmetology to be located at 6539 W. Highway 22, Crestwood, be approved. Martha Preston seconded and the motion carried by a 5-0 vote. It was determined that a site inspection of the proposed location would be conducted on Thursday, March 11, 2004, at 10:00 a.m.

Applications for Cosmetology Schools in the 3<sup>rd</sup> Congressional District - Two (2) applications for a school of cosmetology were received for the 3<sup>rd</sup> Congressional District. However, only one (1) license is available in accordance with 201 KAR 12:105. This matter was discussed. By advise of counsel, the first application received and correct would be the application considered. Both applications were received on the same date, January 21, 2004, and had to be returned for additional information/correction. The application submitted by Mr. & Mrs. Bingham, Trend Setters Academy, was returned to the office of the board on January 28, 2004. The application submitted by Mr. & Mrs. Rowland, The Hair Design School, was returned to the office of the board on January 29, 2004. Martha Preston moved the application submitted by Mr. & Mrs. Bingham, Trend Setters Academy, to be located at 8111 Preston Highway, Louisville, be approved since it was received and correct on January 28, 2004. Beverly McCauley seconded and the motion carried by a 5-0 vote. It was determined that a site inspection of the proposed premises would be conducted on Thursday, March 11, 2004, at 11:30 a.m.

Corbie's School of Beauty, Ashland - Mr. Stull submitted a letter and floorplan requesting to reduce the square footage of the school located at 1653 Greenup Avenue, Ashland. The reduction would occur by removing the addition that was approved in 1994 of 1,250 square feet. Beverly McCauley moved the reduction in square footage for Corbie's School of Beauty, Ashland, be approved. Martha Preston seconded and the motion carried by a 5-0 vote.

Trend Setters Academy of Beauty, Louisville - Ms. Melissa Bingham submitted a letter requesting to change the days of operation for Trend Setters Academy of Beauty, Louisville, by opening on Mondays from 9:00 a.m. to 5:30 p.m. Beverly McCauley moved to approve the change in the days of operation for Trend Setters Academy, Louisville. Martha Preston seconded and the motion carried by a 5-0 vote.

Bellefonte Academy of Beauty - Mr. Stull, Owner, submitted a letter requesting to consider a student enrolled in the nail technology course attending 25 hours a week to be considered a full time student. Beverly McCauley moved the request be approved. Martha Preston seconded and the motion carried by a 5-0 vote.

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Hung T. Nguyen - Mr. Nguyen reported for examination on February 2, 2004 and was asked to leave the written examination room for writing in the test booklet. Beverly McCauley moved Mr. Nguyen be advised he must not write in the test booklet and must follow all instructions given by the proctor and he be notified to report for examination in April 2004. Martha Preston seconded and the motion carried by a 5-0 vote.

Sharon Salinas - Brenda Light, The Light Touch - Ms. Salinas submitted a letter of complaint concerning a gift certificate that was purchased for her from The Light Touch. The gift certificate was lost and the salon refused to give credit for the lost certificate. Brenda Light, Owner, responded to Ms. Salinas' letter and provided a credit to Ms. Salina's daughters credit card. This matter was discussed. Beverly McCauley moved Ms. Salinas be advised that there is no violations of the statutes and administrative regulations. Martha Preston seconded and the motion carried by a 5-0 vote.

Roba Redmon - Lisa Strader, Salon Technical Director, Z Salon & Spa - Ms. Redmon submitted a letter of complaint concerning a permanent wave service she received at Z Salon & Spa. Ms. Strader, Salon Technical Director, provided a response to Ms. Redmon's complaint which indicated Ms. Redmon received a full refund for the services rendered. Beverly McCauley moved Ms. Redmon be advised there are no violations of the statutes and regulations and since a refund was made, the matter will be dismissed. Martha Preston seconded and the motion carried by a 5-0 vote.

"Brenda, Cresto and Kola" - Sotha Kao, City Nails - A letter of complaint was received advising the individuals received infections from services received at the salon and further indicated that unlicensed persons were working in the salon. Mr. Kao responded to the complaint and the board reviewed the most recent salon inspection which indicated no violations. Beverly McCauley moved the complaint be dismissed due to insufficient evidence. Martha Preston seconded and the motion carried by a 5-0 vote.

Donella Meeks - Joseph Wiedl, JC Penney Salon - Ms. Meeks submitted a letter of complaint concerning a color service she received from JC Penney Salon, Jefferson Mall, Louisville. Ms. Joseph Wiedl, Store Manager, responded to the complaint advising that Ms. Meeks' mother is the one who contacted the salon and she was advised that Ms. Meeks must contact the salon herself but had not contacted them until receipt of the letter of complaint. Beverly McCauley moved the complaint be dismissed due to insufficient evidence. Martha Preston seconded and the motion carried by a 5-0 vote.

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Diana Eldridge - Melissa Rich & Donya Bourne, Creative Hair Designs - Ms. Eldridge submitted a letter of complaint concerning a permanent wave service she received from Creative Hair Designs, Stanford. Ms. Rice and Ms. Bourne, Owners, responded to the complaint. Beverly McCauley moved that Ms. Eldridge be advised that the complaint will be dismissed as there appears to be no violation of the statutes or regulations. Martha Preston seconded and the motion carried by a 5-0 vote.

Amanda Haines - Mai Ngo, Owner, California Nails, Richmond - Ms. Haines submitted a letter of complaint concerning the sanitation/sterilization of the salon she observed while receiving a service. Mr. Ngo, Owner, responded to the complaint. The Board also reviewed the most recent salon inspection report which indicated "no grade" due to the sanitation inspection and further indicated an unlicensed person was performing services in the salon. Beverly McCauley moved an Agreed Order be issued to the salon owner and manager for a \$250.00 fine and the salon inspector be requested to return to the salon to assure compliance. Martha Preston seconded and the motion carried by a 5-0 vote.

Rita Richardson - Beverly McCauley, Donta School of Beauty Culture, Louisville - Beverly McCauley recused. Ms. Richardson submitted a letter of complaint concerning a service she received from the school. Ms. McCauley, Owner, submitted a response to the complaint. Martha Preston moved Ms. Richardson be advised the board found no violations of the statutes and administrative regulations and due to insufficient evidence, the complaint will be dismissed. Regina Webb seconded and the motion carried by a 4-0 vote.

Anonymous - Brenda Brown, Owner, Ezell's Cosmetology School, Murray - An anonymous complaint was received concerning the conduct of the school owner that she observed while obtaining services at the school. Ms. Brown, Owner, responded to the complaint. Martha Preston moved that the anonymous complaint be dismissed due to insufficient evidence. Beverly McCauley seconded and the motion carried by a 5-0 vote.

Ashley Shepard - Deidra Roy, State Beauty College - Ms. Shepard submitted a letter of complaint concerning her enrollment in the State Beauty College. Ms. Roy, Owner, responded to the complaint. Based on the information provided, Beverly McCauley moved Ms. Shepard be advised the board found no violations of the statutes and administrative regulations. Martha Preston seconded and the motion carried by a 5-0 vote.

The Board recessed for 15 minutes for lunch.

Martha Preston moved the Board enter Closed Session pursuant to KRS 61.810(1)(c) and (j) to discuss proposed or pending litigation. Beverly McCauley second and the motion carried by a 5-0 vote.

Beverly McCauley moved the Board enter Open Session. Martha Preston seconded and the motion carried by a 5-0 vote.

Gina Brinegar - Jimmi Roland/Michelle Whitaker, J&M Academy of Cosmetology - Beverly McCauley moved this matter be set for mediation. Judy Penrod seconded and the motion carried by a 5-0 vote.

Cosmetology Salon Inspectors - A request was received from the cosmetology salon inspectors requesting to meet with the board. The inspectors were scheduled to meet with the board at 1:00 p.m. Linda Alley spoke on behalf of the inspectors. The main reason for their request is to discuss with the board their positions due to the budget. Other areas of concern were also discussed. Mary Class addressed the members of the board concerning ideas and suggestions she had with regard to the inspector's positions. No action was necessary.

Eric Zager - WHAS Television - Mr. Zager submitted a letter requesting they be allowed to place a hidden camera on an inspector to "get an insiders look of what inspectors must do to ensure consumers are not putting themselves at risk." This matter was discussed. Beverly McCauley moved Mr. Zager be advised the board respectfully declines the offer. Martha Preston seconded and the motion carried by a 5-0 vote.

### **Continuing Education:**

Previously Approved Programs - See Attached Listing

### **Approval for Additional Instructors:**

Beverly McCauley moved to approve the following request for additional instructors for previously approved programs. Martha Preston seconded and the motion carried by a 5-0 vote.

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Salon Education Services - Karin Bennett  
Bellefonte Academy of Beauty - Della Pauline Swetnam  
Regis Corporation - Mary Gail Hall  
Adanta Regional Prevention Center - Brandy Stephens

New Programs:

Beverly McCauley moved to approve the following applications. Martha Preston seconded and the motion carried by a 5-0 vote.

JC Penney Styling Salon - Florence - Permanent Hair Straightening

TreWyn & Associates - Louisville - Managing Finances in a “No Paycheck World”

A Cutting Edge - Vicki Roberts - Louisville - Egg Head Color Class

West Kentucky Comm & Technical College - Paducah - Love the Skin You Are In - Beginning Access 2000 - Beverly McCauley moved to approve. Martha Preston seconded and the motion carried by a 5-0 vote.

Beverly McCauley moved to approve the following applications. Martha Preston seconded and the motion carried by a 5-0 vote.

KCC Hair Designers Guild - Paducah, Louisville, Lexington - Hair Designers Guild Continuing Education

State Beauty Supply - Lexington - Incorporating Massage Services into Your Salon Business

Fantastic Sams - Grayson, Ashland - Quick and Easy Updos - Retailing: Benefits and Rewards

Maysville Community College - Maysville, Morehead - Computer Basics for Business - CPR & First Aid for Cosmetologists

Dazzle Salon & Spa - Louisville - Current Trends

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Martha Preston moved to approve the following applications. Beverly McCauley seconded and the motion carried by a 5-0 vote.

Fantastic Sams (TECA) - Louisville - Retailing for the Salon Professional - The Art of Delegation - Making Meetings Work - Managing Negative People - Leadership in the Performance Review - Controlling Cost in Your Salon - Human Resource Issues for the Salon Manager - Effective Interviewing

Beverly McCauley moved to approve the following applications. Regina Webb seconded and the motion carried by a 5-0 vote.

Great Clips - Louisville - Great Clips Academy for Hair (Day 1-3)

Maysville Community College/Licking Valley Center - Cynthiana - Advanced Color, Cuts and Perms

Lawanda Denney - Lexington - Highlight and Clipper Class

Dynamic Wellness - Paula Kommor - Louisville - Power Up Your Performance - A Professional Development Seminar

Supercuts - Lexington - Supercuts Haircutting

Letitia Hovanec - Horizon Continuing Education - Pikeville, Danville, Glasgow, Williamsburg - Professionalism & Foiling Techniques

Nail Techniques University - Alethea Eatman - Covington - The Business of Booth Renting - Salon Conference

State Beauty Supply - Paducah - Clipper Art & Design

Beverly McCauley moved to approve the following applications. Martha Preston seconded and the motion carried by a 5-0 vote.

Narita Rose - Richmond - Nail Trends and Group Discussion

Great Clips - W. Harrison, IN - The Academy

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Myers & Crockett - Paducah - The Artistry in Hair & The Business of Hair

Heil Beauty Systems - Nashville, TN, Paducah, Covington, Bowling Green - The Business & Beauty of Nails - Circuit Training - Fitness for the Nail Professional

Kentucky Beauty Salon - Richmond - Dealing with People

Lexington Beauty College - Lexington - Don't Fuel the Fire!

Touch of Class - Bennie Jones - Whitesburg, Pikeville, Prestonsburg, Paintsville, Hazard - Client Relations and Salon Success: Better Business Through Communications and Stress Management

Kentucky Association of Cosmetology Schools - Denise Vitt - Louisville - Mindful Teaching 201 & 301

Martha Preston moved to approve the following application. Regina Webb seconded and the motion carried by a 4-0 vote. Beverly McCauley recused.

Donta School of Beauty Culture - Louisville - Hairshaping, NCA Trend Cut & Color, Salon Business, IRS - Nail Enhancements & Art, HIV/Aids, Salon Business, IRS

Beverly McCauley moved to approve the following applications. Martha Preston seconded and the motion carried by a 5-0 vote.

Charles Martin - Lexington, London, Pikeville - Mission: Success in the Future

Jimmy Roy - Jamestown - Creative Cut & Color

McBride Research Labs - Louisville - Martha Preston moved to approve the applications for the following: Interactive Seminar - Color Fusion #1 and Interactive Seminar - Color Fusion #2; and the application for Interactive Seminar - Wet Styling Agents be denied as it appears to be a product class. Beverly McCauley seconded and the motion carried by a 5-0 vote.

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Billy E. Chatman - Louisville - CPR Plus - Martha Preston moved to deny as the application did not comply with the requirement of 201 KAR 12:200. Section 1, by including the program location and time, time schedule, instructor's biography and current credentials and course evaluation. Beverly McCauley seconded and the motion carried by a 5-0 vote.

The board recessed for 10 minutes.

### OLD BUSINESS

There was no Old Business to be brought before the board.

### UNFINISHED BUSINESS

William Stull - Bellefonte Academy of Beauty, Russell - Mr. Stull submitted a letter advising that the expansion of the Bellefonte Academy of Beauty, Russell, was completed and requested final inspection. The members of the board determined that a final inspection of the expansion would be conducted on March 23, 2004 at 11:00 a.m.

Cherie Schultz - Wisconsin Department of Regulation and Licensing - See December 2003 Minutes - Notification was received from the Wisconsin Department of Regulation and Licensing, Barbering & Cosmetology Examining Board, advising they only verify a record for a person who has become licensed. If a person obtains hours in Wisconsin, the cosmetology school would provide an official transcript of the training. Beverly McCauley moved to accept the certification of training from the school Ms. Schultz attended. Martha Preston seconded and the motion carried by a 5-0 vote.

Beverly McCauley moved that if the state board does not certify partial hours for an applicant, a certification of training from the school be acceptable. Martha Preston seconded and the motion carried by a 5-0 vote.

Brien S. Hoover, Leasing Manager - Mr. Hoover submitted a memorandum and revised floorplan to reduce the square footage leased by the board office. It was determined that this matter be tabled until June 2004.

Esthetic Administrative Regulations & 201 KAR 12:115 - The members of the board discussed the issuing of esthetic licenses. It was determined that the board needed to discuss the equipment, examinations (both written and practical), and software enhancements that would have to be made to upgrade the system to issue licenses.

The members of the board requested information be obtained from Milady with regard to the course management guides.

It was determined that a special board meeting would be called by the chairman on March 8, 2004 following the conclusion of examinations to discuss these matters.

#### BOARD INFORMATION

Beverly McCauley moved to accept the following items. Martha Preston seconded and the motion carried by a 5-0 vote.

November, December 2003, and January 2004 Financial Statements  
November, December 2003, and January 2004 Recaps of Receipts  
November, December 2003, and January 2004 Cash Receipt Vouchers  
Employees Time and Attendance

2004-2006 Executive Budget - A copy of the executive budget as it relates to General Government, Boards and Commissions, Board of Hairdressers, was provided to the members of the board. No action was necessary at this time.

National-Interstate Council of State Boards of Cosmetology - A registration packet for Regions I & II meeting was provided to the members of the board. No action was necessary.

NIC - A Conference Site Survey Form for the 2006 NIC Conference was provided to the members of the board. No action was taken.

Scarlet Stumbo - Ms. Stumbo provided a letter to Board Chair and Board Members offering assistance to the board with regard to legislative matters. It was determined that a letter be sent to Ms. Stumbo advising the board appreciates her contacting them with regard to this matter.

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Cosmetology Inspectors - A copy of the memorandum to all cosmetology inspectors regarding distribution of material was provided to the members of the board. No action was necessary.

NCEA - An advisory notice on use of ultrasound by skin care professionals was provided to the members of the board for their information. No action was necessary.

Paula Murphy - Ms. Murphy wrote a letter of thanks to the board regarding a staff member, Sandy Brashears, advising how helpful Sandy was when applying for examination. No action was necessary.

State Beauty College, Campbellsville - Ms. Roy submitted a notification of change of operation due to holiday schedule. No action was necessary, the letter will be placed in the school file.

Gateway Community & Technical College - A revised price list for services rendered by students enrolled in the cosmetology department at Gateway Community and Technical College was provided to the members of the board. No action was necessary and the letter will be placed in the school file.

Sandra Denney - Ms. Roberts provided a hand-written message from a telephone call she had received from Ms. Denney regarding the board's decision in December 2003. No action was necessary at this time.

Keith Hall - Governor's Office - The members of the board discussed the issue of hiring the Administrator with Ms. Mooney, Board Counsel.

Regina Webb moved to run a classified advertisement for the position in the Courier Journal and Lexington Herald Leader on Sundays. Beverly McCauley seconded and the motion carried by a 5-0 vote.

Judy Penrod moved that the Board contact the Governor's Office and in accordance with KRS 317A.040(2), the Board agrees that it is within their authority to hire and appoint the Administrator. Regina Webb seconded and the motion carried by a 5-0 vote.

ADDITIONAL ITEMS

The following appear under New Business:

June Bowles  
Lunelle Leonard  
Sandra Pride  
Jamie Lovern

Tiffany Rambo - Ms. Rambo submitted a letter requesting she be allowed to enroll in a school of cosmetology for a brushup course. Ms. Rambo obtained her apprentice cosmetologist license in November 2003. Beverly McCauley moved to approve the request for a brushup course for a maximum of 300 hours. Martha Preston seconded and the motion carried by a 5-0 vote.

Domique Hobbs - Ms. Hobbs submitted a letter advising why she did not comply with the Agreed Order she signed in June 2003. Martha Preston moved that since Ms. Hobbs did not comply with the terms of her Agreed Order, her apprentice cosmetologist license is suspended until July 2005. Beverly McCauley seconded and the motion carried by a 5-0 vote.

Johnny Browning - Mr. Browning submitted a letter requesting to return to school for a brushup course in preparation for the cosmetology instructor examination. Beverly McCauley moved Mr. Browning be advised his request is approved and he may enroll for a maximum of 300 hours. Martha Preston seconded and the motion carried by a 5-0 vote.

Robin Saltsman - Louise Hester, PJ's College of Cosmetology - Ms. Hester submitted a letter requesting permission for Robin Saltsman to work as office personnel after completion of her 1,000 hour apprentice instructor training. Beverly McCauley moved the request be approved. Regina Webb seconded and the motion carried by a 5-0 vote.

Cicely Anderson - The application for examination and related documents concerning her conviction of a felony was presented to the members of the board. Beverly McCauley moved Ms. Anderson be scheduled for examination in order to obtain a nail technician license. Martha Preston seconded and the motion carried by a 5-0 vote.

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Dawn Strader - The application for examination and related documents concerning her conviction of a felony was presented to the members of the board. Beverly McCauley moved Ms. Strader be scheduled for examination in order to obtain an apprentice cosmetologist license. Martha Preston seconded and the motion carried by a 5-0 vote.

Mojgan Rashidkhani - Ms. Rashidkhani submitted a letter and documents relating to her training in Tehran. Beverly McCauley moved Ms. Rashidkhani be advised she must enroll and complete 1,800 hours in order to be eligible for examination. Martha Preston seconded and the motion carried by a 5-0 vote.

Steve Hunter - Warren County City-County Planning Commission - Mr. Hunter submitted a letter requesting the board's assistance in signage requirements for home-based beauty salons in Warren County. The requirements of 201 KAR 12:080. Section 1, were discussed. Martha Preston moved Mr. Hunter be advised that a notation on the mailbox and a sign at the entrance of the salon, in lieu of a free-standing sign, would be acceptable. Beverly McCauley seconded and the motion carried by a 5-0 vote.

Malena G. Hughes - Shea Conley, Attorney - The final Settlement Agreement in this matter was presented to the members of the board. Beverly McCauley moved to approve. Martha Preston seconded and the motion carried by a 5-0 vote.

Signature Authorization - The members of the board were advised that signature authorizations were needed for Dena Moore, Executive Secretary, to have the authority to sign certifications, approve pay documents, personnel documents, etc. Beverly McCauley moved that Dena Moore be given signature authority. Martha Preston seconded and the motion carried by a 5-0 vote.

Apprentice Instructor Licenses Issued:

Debbie Lee - Bowling Green Beauty College, Bowling Green

Jeanetta Thornberry - CD Perkins Rehab, Thelma

Heather Harmon - Lexington Beauty College, Lexington

Denelda A. Flowers - Bowling Green Beauty College, Bowling Green

Melissa J. Graus - Michael's College of Hair Design, Florence

Charlotte Phillips - Head's Beauty College, Madisonville

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Maranda M. Metcalf - Paducah Beauty School, Paducah  
June J. Bowles - Gateway Community & Technical College, Covington  
Cheryl Gatewood - Michael's College of Hair Design, Florence

Applications for Enrollment - Felony Convictions:

Elexis Goodlett - Barrett & Co School of Hair Design, Nicholasville  
Ashley Arrington - CD Perkins, Thelma  
Demetria L. Holt - Donta School of Beauty Culture, Louisville  
Melonie S. Clark - Bellefonte Academy of Beauty, Russell  
Lynn M. Mattingly - Donta School of Beauty Culture, Louisville  
Andrea C. Smith - Donta School of Beauty Culture, Louisville  
Gary T. Conley - Hazard Comm & Technical College, Hazard  
Samuel A. Jones - Jefferson Technical College, Louisville  
Rebecca Brock - Southeast Community College, Pineville  
Brittany McClain - Tri-State Beauty Academy, Morehead  
Nina V. Wheeler - Jefferson Technical College, Louisville  
Donna K. Macklin - West Kentucky Technical College, Paducah  
Stacey R. Gilbert - Donta School of Beauty Culture, Louisville  
Cynthia F. Newbern - Academy of Cosmetology Arts, Paducah

Agreed Orders signed by Chairman

Vicki Woolfolk  
Jillian Gillespie  
Misty Warrington  
San Sokhon, Owner - Mom Bum, Manager - Pretty Nails  
Lorie Webb  
Lanna K. Combs  
Brandy L. Stokley  
Kimberly Hester  
Terrence N. Thompson  
Stephanie Loman  
Ashley B. Chase  
Debbie Chapman  
Jaimy Quinones  
Courtney S. Trusty

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Agreed Orders signed by Chairman

Mary Leandre  
Lakeshia Smith

Agreed Orders to be signed by Chairman

Ginger Ferguson  
Allison Niceley

ADJOURNMENT

Beverly McCauley moved the March 1, 2004 board meeting adjourn. Martha Preston seconded and the motion carried by a 5-0 vote.

The meeting adjourned at 4:15 p.m.