

A meeting of the Georgia State Board of Cosmetology was conducted on Monday – April 16, 2007 at the Professional Licensing Boards Division site, for the purpose of conducting a training session with the Inspectors.

Those present were:

From The Board

Martha Harris, Chairperson
Cynthia Stein
Betty Carlisle
John Siggers
Wanda Brooks

From The Staff

Eleanor Surrency, Executive Director
Annie Plummer, School/Inspections Supervisor
Annette Wimberly, Board Secretary
Angela Price, Investigative Assistant

Martha Harris called the meeting to order at 10:40 a.m.

The following subjects were reviewed during the training session:

1. Identification: present proper state identification and inform person in charge that you are there to so an inspection
2. Inspection of Licenses: #1 Salon/Shop, #2 Personal -Ask for the shop license first. Ask for the manager to show you around. Ask how many are working that day.
3. Inspection of premises: #1 Pedicure Area, #2 Manicure Area, #3 Hair Design Work Area, #4 Wet & Dry Sanitation, #5 Storage; #6 Required Postings, #7 Esthetics Area
4. Instructions For Georgia State Board of Cosmetology Sanitary Regulation Form: “POST THESE PAGES IN THE SALON/SCHOOL WHERE THEY CAN BE READ BY ALL”
5. Salon/Shop Inspection Sheet. Items 1 through 26.
6. Tip Sheets to be distributed by Inspectors.
7. Required Signs for Posting in Salons/Shops to be distributed by Inspectors

No further business was conducted. The meeting adjourned at 3:40 pm.

Martha Harris, Chairperson
The Georgia State Board of Cosmetology

Date

Eleanor Surrency, Executive Director
The Georgia State Board of Cosmetology

Date