



GEORGIA STATE BOARD *of*  
**COSMETOLOGY AND BARBERS**

237 Coliseum Drive • Macon, GA 31217  
(478) 207-2440 [www.sos.ga.gov/plb/cosmetology](http://www.sos.ga.gov/plb/cosmetology)

**BOARD MEETING  
MINUTES  
February 22, 2016**

The Georgia State Board of Cosmetology and Barbers met on Monday February 22, 2016 at the Professional Licensing Boards, 237 Coliseum Drive, Macon, GA 31217.

**MEMBERS PRESENT**

- Kay Kendrick, Chairperson
- David Jones, Vice Chairperson
- Betty Carlisle
- Virgil Ergle
- Dana Love
- Belinda Sanders
- Sarah Scott
- Philamenia Rivers

**MEMBERS ABSENT**

- Jennifer Cheely

**STAFF PRESENT**

- Andrew Turnage, Executive Director
- Beth Duffey, Board Support Specialist
- Scott Forbes, Assistant Attorney General

**Court Reporter**

- Vanessa Cummings

**Visitors Present**

(During Executive Session, Visitors are excused unless scheduled for personal appearance)

- George Schramm
- Phyllis Johnson
- Christina Dunbar
- Sonia Palmore
- Joy Anderson

Kay Kendrick, Chairperson established that there was a quorum present and called the meeting to order at 9:06 a.m.

Kay Kendrick, Chairperson called for the first order of business.

**PROPOSED RULES HEARING**

A public rules hearing was conducted by the Georgia State Board of Cosmetology and Barbers. Chairperson Kay Kendrick called the hearing to order at 9:15 a.m. After hearing all concerned regarding the proposed rules hearing, Chairperson Kay Kendrick declared the hearing adjourned at 12:06

At the conclusion of the Public Rules Hearing Chairperson Kay Kendrick declared the meeting of the Board back in open session.

**OPEN SESSION – Part I**

**APPROVAL OF AGENDA**

Sarah Scott made a motion, Betty Carlisle seconded and the Board voted unanimously to approve the February 22, 2016 Agenda.

**MINUTES**

The Board reviewed the Minutes from the January 11, 2016 Board Meeting. Virgil Ergle motioned, Sarah Scott seconded and the Board voted unanimously to approve the minutes with corrections.

**RULES**

The Board reviewed and discussed the Proposed Rules as follows:

- Rule – 240-14-.04 - Barber Instructor Training Curriculum
- Rule – 240-15 – Cosmetology School Equipment, Curriculum, And Instructor Training Curriculum
- Rule – 240-16 – Esthetician School Equipment, Curriculum, And Instructor Training
- Rule – 240-17 – Nail Care School Equipment, Curriculum, And Instructor Training
- Rule – 240-18 – Hair Designer School, Equipment, Curriculum, And Instructor Training

**PUBLIC COMMENTS**

The Board listened to and reviewed comments from George Schramm, Curriculum Program Specialist at the Technical College System of Georgia, with regard to making the requirements between chapters consistent, as well as using consistent terminology (service applications rather than clock hours) in the proposed rules (see Attachment A written statement from Mr. Schramm).

[Recess for lunch]

**RULES (CONTINUED)**

Upon returning from lunch the Board reviewed and discussed proposed rules.

**PUBLIC COMMENTS (CONTINUED)**

The Board fielded additional questions from Mr. Schramm, Ms. Johnson, Ms. Dunbar, Ms. Palmore, and Ms. Anderson

David Jones motioned, Sarah Scott seconded, and the Board voted unanimously to adopt the terminology updates as nonsubstantive changes.

The Board discussed the economic impact of the proposed rules pursuant to O.C.G.A. § 50-13-4(a)(3)-(4). Specifically, the Board discussed whether the economic impact of the rules on small businesses could be reduced by establishing different reporting requirements, clarifying reporting requirements, establishing performance rather than design standards, or exempting small businesses from requirements of the rules. The Board also discussed whether the proposed rules imposed excessive regulatory cost or whether costs could be reduced by a less expensive alternative that accomplishes the objectives of the statutes forming the basis of the proposed rules. Finding no excessive regulatory costs or changes or alternatives that would reduce economic impact on small business or reduce regulatory costs, David Jones motioned and Belinda Sanders seconded to refer the proposed rules to the Attorney General's office for a memorandum of authority and to post the rules (Proposed Rule 240-14-.04 and Proposed Rules chapters 240-15, 240-16, 240-17, 240-18; see attached copy) for adoption pursuant to § 50-13-4(a)(1) upon receipt of this memorandum.

The Board scheduled a Proposed Rule Hearing and Board meeting for a public hearing on February 22, 2015 to adopt the proposed Rules referred to the Attorney General for a Memo of Authority in December and at this meeting.

**The next scheduled meeting of the Georgia State Board of Cosmetology and Barbers is:**

**Monday, March 7, 2016  
Professional Licensing Boards Division  
237 Coliseum Drive  
Macon, Georgia 31217**

The meeting adjourned at 5:30 p.m.

Minutes recorded by:

Beth Duffey, Board Support Specialist

Minutes reviewed and edited by:

Andrew Turnage, Executive Director

**Kay Kendrick**

Kay Kendrick, Board Chair

**Andrew Turnage**

Andrew Turnage, Executive Director

These minutes were approved on: August 8, 2016

[ATTACHMENT A]

**Georgia State Board of Cosmetologists and Barbers  
Professional Licensing Boards  
237 Coliseum Drive  
Macon, Georgia 31217**

Members and staff of the Board:

As discussed and requested at the February 15, 2016 board meeting, please find enclosed comments regarding the proposed rule changes noted on your web site as:

COSMO-BARBER RULE 240-14-04  
COSMO-BARBER 240-15  
COSMO-BARBER 240-16  
COSMO-BARBER 240-17  
COSMO-BARBER 240-18

**Consistent program requirements:** The requirements for some competency areas of the Hair Designer curriculum do not match the requirements for the same competency areas in the Cosmetology curriculum. For example, both program curricula require 250 hours of theory. However, the Hair Designer curriculum requires 50 theory/clock hours in subsection **1. Theory**, whereas the Cosmetology curriculum requires only 40 in the corresponding content area. Likewise subsections **5. Theory of Hair Cutting** and **7. Theory of Hairdressing/Hairstyling**, which require more time in the Hair Designer curriculum than the Cosmetology curriculum; 30 versus 25 and 45 versus 25 respectively. This mismatch is perhaps because the Cosmetology curriculum includes additional skill areas, specifically nail and skin care. Our suggestion would be for shared content areas of Hair Designer and Cosmetology to have the same requirements, both in the Level 1 (theory) and Level 2 (application) sections of the curricula. This could be accomplished in the Level 1 by adding 25 hours to the Level 1 (theory) section of the Cosmetology curriculum, for a total of 275, and adjusting the Level two requirements to arrive at the targeted 1500 hours. Revisions would be required in subsections 4, 7, 8, and perhaps 12. Additionally, in Level 2 there are several instances where the service application hours in the Hair Designer curriculum do not match those for corresponding content areas in the Cosmetology curriculum (4, 7, 10). These could be addressed with minor changes to the number of applications and hours for the impacted content areas.

**Consistent terminology:** The terminology use to note required hours and applications is not consistent throughout the Cosmetology and Hair Designer curricula documents. The revised terminology is primarily **xx service application hours/ xx applications**, however there are several instances in which **clock hours** appears in place of **applications** (see HD 240-18-02 Level 2, subsection 4; COSM 240-15-02 Level 2 subsection 3), or in which **service credit hours** appears in place of **service application hours** (see Cosm 240-15-02, Level 2, subsections 6 and 13 (i)). We would urge the consistent use of **xx service application hours/ xx applications** throughout all curricula governed by the Board.

**Calculation of hours:** The General Education (theory) section (a) of the Barber instructor curriculum totals 225 hours rather than the listed 250.

**Hours not counted in total:** In 240-18-03 Level 2, subsection 8. **(IV) brow lash and tent** [sic]. The 2.5 service application hours for this requirement are not counted in section total. This service appears in a different section of the cosmetology curriculum. This may be an issue of consistency for consideration.

Other details: There is an extraneous ); at the end of first line in 240-18 Level 2, subsection 1.

Thank you for the opportunity to provide input.

Sincerely,

George Schramm

Curriculum Program Specialist

Technical College System of Georgia

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