



GEORGIA STATE BOARD *of*
COSMETOLOGY AND BARBERS

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

**BOARD MEETING
MINUTES
June 27, 2016**

The Georgia State Board of Cosmetology and Barbers met on Monday June 27, 2016 at the Professional Licensing Boards, 237 Coliseum Drive, Macon, GA 31217.

MEMBERS PRESENT

- Kay Kendrick, Chairperson
- Betty Carlisle
- Jennifer Cheely
- Virgil Ergle
- Dana Love
- Belinda Sanders
- Sarah Scott
- Philamenia Rivers

MEMBERS ABSENT

- David Jones, Vice Chairperson

STAFF PRESENT

- Andrew Turnage, Executive Director
- Beth Duffey, Board Support Specialist
- Jim Cleghorn, Executive Director
- Josh Waters, Business Operation Manager
- Janet Jackson, Sr. Assistant Attorney General
- Scott Forbes, Assistant Attorney General

Court Reporter

- Vanessa Cummings

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

- Lauren Davis – Georgia Career Institute
- Becky Sheffield – Toni & Guy Hairdressing
- Dorian Bishop – Toni & Guy Hairdressing

Kay Kendrick, Chairperson established that there was a quorum present and called the meeting to order at 9:15 a.m.

APPROVAL OF AGENDA

Sarah Scott made a motion, Betty Carlisle seconded and the Board voted unanimously to approve the June 27, 2016 Agenda.

ANNOUNCEMENTS

Andrew Turnage, Executive Director, informed the board that he was leaving the Cosmetology and Barbers Board and will be working with the Georgia Board of Nursing at the Secretary of State Professional Licensing Boards Division. Mr. Turnage announced that Mr. Jim Cleghorn, Executive Director of the Nursing Board, will be taking the role of Executive Director replacing him. Mr. Turnage noted that Mr. Cleghorn is a good Executive Director, organizer, and administrator that will serve the Board well. The Board members gave best wishes and expressed appreciation for all he has done for the Board.

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.

OPEN SESSION – Part I

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.

The Board reviewed and discussed the Proposed Rules as follows:

- Rule- 240-1- Organization
- Rule-240-2-Violations and Fines
- Rule- 240-3-Continuing Education
- Rule- 240-4- Facility Requirements
- Rule- 240-5- Apprentices
- Rule- 240-6- Licensure by Examination
- Rule -240-7-Cross-over Licensing
- (Reserved) Rule 240-8
- (Reserved) Rule 240-9
- Rule-240-10-Instructor Licensing
- Rule-240-11-Application by Endorsement
- Rule-240-12-Salon/Shop
- Rule-240-13-School Requirements
- Rule-240-14-Equipment, Curriculum, and Instructor Training

PROPOSED RULES DISCUSSION

- **Non-substantive corrections**

The Board discussed necessary non-substantive changes to the proposed rules as follows:

- Formatting corrections as needed, spacing, and indentation

- **Public Comment: Rule 240-4- Facility Requirements
Letter from Salon Lofts Group, LLC (see attached letter)**

The Board discussed the “300-foot requirement” of Rule 240-4-.01(6) as outlined in the letter from Lisa Doran, of Salon Lofts Group, LLC. The Board discussed the historical requirement for facilities to provide access to adequate restrooms at salon/shop facilities, and the intent of the rule being to prevent property developers from building or modifying facilities without access to restrooms. Executive Director Andrew Turnage noted that 240-4-.01 is a ‘consolidated rule’ that applies to all Salon/Shop, school, and facilities; without the rule the Board cannot enforce any restroom requirement. Mr. Turnage further noted the Board has not cited any facility for the “300 foot rule” in more than one year. The Board further discussed revisiting this rule at a later Rules Hearing to modify this rule if needed. Virgil Ergle made a motion, Jennifer Cheely seconded and the Board voted unanimously to approve the Rule 240-4 as proposed without changes.

- **Public Comment: Rule 240-12- Salon/Shop Change Application
Letter from Salon Lofts Group, LLC (see attached letter)**

The Board discussed the letter regarding 240-12-.01 as outlined in the letter from Lisa Doran, of Salon Lofts Group, LLC. The Board has previously incorporated the “Suite” field into salon/shop applications and can do so as a data field for the Change Application without modifying the rule.

- **Public Comment: Questions from attending Guests**

The Board fielded questions regarding Apprentice/Master requirements, school records retention and submission requirements, and crossover licensing and curriculum requirements in the proposed rules from the following guests in attendance at the hearing:

- Lauren Davis – Georgia Career Institute
- Becky Sheffield – Toni & Guy Hairdressing
- Dorian Bishop – Toni & Guy Hairdressing

No changes were proposed. No motions were made.

- **Economic Impact Of The Rules On Small Businesses**

For each of the proposed rules chapters, 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, where applicable, 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.

After hearing all concerned regarding the proposed rules hearing, and finding no excessive regulatory costs or changes or alternatives that would reduce economic impact on small business or reduce regulatory costs, the Board's recommendation for each chapter was to adopt the rule(s).

Sarah Scott motioned, Philamenia Rivers seconded and the Board voted unanimously to adopt the Proposed Rules to include the necessary non-substantive corrections.

Chairperson Kay Kendrick declared the Proposed Rules Hearing adjourned at 11:45

EXECUTIVE SESSION

Sarah Scott motioned, Philamenia Rivers seconded and the Board voted unanimously to enter into executive session in accordance with O.C.G.A. §§ 43-1-2(k), 43-1-19(h), and 50-14-2(1), to deliberate on application and miscellaneous items.

At the conclusion of the Executive Session, Kay Kendrick declared the meeting to be "open" pursuant to the Open and Public Meeting Act, O.C.G.A. § 50-14-1 et seq. No Board votes were obtained during Executive Session.

OPEN SESSION – Part II

BOARD MEETING

Applicant#2609014 S.C.

- Betty Carlisle motioned, Sarah Scott seconded and the Board voted unanimously to accept the recommendation to rescind previous motion.
- Jennifer Cheely motioned, Dana Love seconded and the Board voted unanimously to deny reinstatement based on applicant's violation of OCGA§ 43-1-19 (a) (1) and (2).

OTHER BUSINESS

Andrew Turnage, Executive Director, informed the board that the AG advised Board staff that, due to the time required for posting the newly adopted rules, some administrative operations will be impacted for the Board as follows:

- **Applications:** For the following application types received between July 1 – July 18, 2016, licenses will not be issued until July 19 under the new Board rules:
 - All Schools (Cosmetology, Barber, Barber II, Hair Design, Nail Technician)
 - Barber II
 - All Endorsement
 - All Instructor
 - All Reinstatement

- Facility Signs: Board staff will work to update new Facility and Salon/Shop signage to be posted on the Board website
- Inspection Forms: Board staff will work to revise the Inspection Report/Citation form for Salon/Shop and all other facilities
- Inspections: Only Cease & Desist, and citations for ULP, Expired and Lapsed licenses will be issued between July 1, 2016 through July 18, 2016.

Mr. Turnage also reminded the Board that rules will need to be developed for CE Providers over the next 3-6 months and proposed in preparation for the December 2017 renewal cycle which will include all Barber licenses.

The meeting adjourned at 12:15 p.m.

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

**Monday, July 11, 2016
Professional Licensing Boards Division
237 Coliseum Drive
Macon, Georgia 31217**

Minutes recorded by:

Beth Duffey, Board Support Specialist

Minutes reviewed and edited by:

Andrew Turnage, Executive Director

Kay Kendrick

Andrew Turnage

Kay Kendrick, Board Chair

Andrew Turnage, Executive Director

These minutes were approved on: July 11, 2016