



Secretary of State

Professional Licensing Boards Division
237 Coliseum Drive
Macon, Georgia 31217-3858
478.207.1430

Cathy Cox
SECRETARY OF STATE
www.sos.state.ga.us

Mollie Fleeman
DIVISION DIRECTOR
Professional Licensing Division

THE GEORGIA STATE BOARD OF COSMETOLOGY

Martha Harris, Chairperson

March 8, 2006

9:00 am Meeting Called To Order

Minutes Reviewed

Executive Director's Report

Old Business

Legal/Enforcement Reports

New Business

Review Applications

Adjournment



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SUMMARY

Martha Harris called the meeting to order at 9:05 P.M.

The minutes were reviewed.

The Executive Director's report was presented by Tanja Battle.

Old business was conducted.

Legal/Enforcement report was presented.

New business was conducted.

An Executive Session was conducted.

Applications were reviewed.

The meeting adjourned at 4:05 P.M.

A meeting of the Georgia State Board of Cosmetology was conducted on Wednesday – March 8, 2006 at the Professional Licensing Boards Division office site.

Those present were:

From The Board

Martha Harris

Cynthia Stein

Wanda Brooks

T Kay Kendrick

Betty Carlisle

John Siggers

From The Staff

Tanja Battle, Deputy Division Director

Janet Jackson, Assistant Attorney General

Angela Price, Investigative Specialist

Annie Plummer, School/Inspections Supervisor

Annette Wimberly, Board Secretary

Martha Harris called the meeting to order at 9:15 am.

Kay Kendrick moved, Betty Carlisle seconded, and the Board voted unanimously to approve the minutes from the March.1, 2006 Board meeting with corrections.

Executive Director's Report

Tanja Battle informed the Board that progress was being made in establishing the M-check system for the salon inspectors to use in the field. Administration is awaiting a timeline from automation as to the effective date that the system will be operable.

Old Business

Kay Kendrick moved, Betty Carlisle seconded, and the Board voted unanimously to adopt a policy to only accept documents translated by agencies listed on the Translator List obtained from the Georgia Department of Driver Services and US Consulates.

Board members reviewed copies of correspondence from the December 14, 2005, January 11, 2006, February 1, 2006, and March 1, 2006 sent to applicants at the Board's request.

Kay Kendrick moved, Wanda Brooks seconded, and the Board voted unanimously to enter Executive Session in accordance with O.C.G.A. §§43-1-2(k) and 43-1-19(h) to deliberate on applications and enforcement matters and to receive information on applications and investigative reports. Voting in favor of the motion were Kay Kendrick, Cynthia Stein, John Siggers, Betty Carlisle, and Wanda Brooks.

The Board concluded Executive Session in order to vote on these matters and to continue with public session.

Kay Kendrick and Annie Plummer reported that the preliminary and final inspection of KSoHDi/newschool was completed and approved.

Kay Kendrick moved, Betty Carlisle seconded, and the Board voted unanimously to approve the application of TH/mascosreinstate attaching a consent order that upon proof of completion of five continuing education hours , the license is issued and placed on probation until Feb. 27, 2013 and the licensee must immediately report any future arrests or convictions to the Board.

Martha Harris called for a discussion of proposed rule revisions.

Kay Kendrick moved, Wanda Brooks seconded, and the Board voted unanimously to post rule 130-5-.01 as follows:

130-5-.01 Shampoo Equipment. Amended.

Shampoo bowls must be thoroughly cleansed and sanitized.

Authority O.C.G.A. §§43-10-2 and 43-10-6

1965. Amended: Rule repealed and a new Rule entitled "Shampoo Equipment" adopted. Filed February

25, 1986; effective March 17, 1986.

Kay Kendrick moved, Betty Carlisle seconded, and the Board voted unanimously to post rule 130-5-.02 as follows:

130-5-.02 Linens.

Towels/linens, after being used once, must be placed in a container until properly laundered.

Clean towels must be kept in a closed cabinet, container, or closet except lines which are designated for use on current patrons.

Clean towels must be kept in a closed cabinet.

Authority O.C.G.A §§ 43-10-2 and 43-10-6.

Kay Kendrick moved, Wanda Brooks seconded, and the Board voted unanimously to post Rule 130-5-.05 as follows:

130-5-.05 Cleaning and Recommended Disinfection of Implements. Amended.

(1) All multi-use tools, implements, and equipment used for cosmetology services that come in contact with a client must be cleaned of all visible debris after each use and disinfected after each use by complete saturation or immersion for at least 10 minutes in an EPA registered, hospital grade disinfectant according to the manufacturer's directions. Autoclave is an acceptable method of sterilization. Each salon or shop shall provide correct wet disinfection and dry storage standards at all times.

(a) Multi-use items constructed of nonporous materials such as metal, glass, or plastic for use on more than one client include, but are not limited to the following items: nail clippers, cuticle nippers, cuticle pushers, scissors, shears, reusable nail forms, manicure and pedicure bowls, foot files, glass, metal and fiberglass files, metal drill bits, tweezers, comedone extractors, brushes, combs, clips, reusable pencil sharpeners, reusable gloves, and any other metal tools/non-porous implements not listed above.

(b) Single use items shall be discarded after being used one time. These items include: buffers, emery boards, nail files, sleeves and sanders for electric files, orangewood/birchwood sticks, wooden applicator sticks or spatulas, porous foot files, pedicure slippers and toe separators, disposable gloves, paraffin liners, cotton balls, cotton strips or swabs, neck strips and muslin strips or any items that cannot be disinfected.

(2) Wet disinfection standards for tools, implements, or equipment:

(a) After cleaning, all tools, implements and equipment must be disinfected by complete saturation or immersion (enough solution to cover all surfaces of the item) for 10 minutes in an EPA registered, hospital grade disinfectant that is bactericidal, virucidal, fungicidal, and pseudomonacidal. The disinfecting solution must be changed daily and/or prepared according to manufacturer's directions.

(b) All tools, implements, or equipment that come in contact with blood or body fluids must be disinfected by complete immersion for a minimum of 10 minutes in an EPA registered disinfectant that is effective against HIV-1 and Human Hepatitis B Virus, or tuberculocidal that is prepared and used according to the manufacturer's directions. Autoclave is an acceptable method of sterilization.

(3) Dry storage standards for tools, implements, or equipment:

(a) All disinfected tools and implements shall be stored in a sanitary manner in a covered container. The container must be labeled to show that it contains disinfected tools and implements.

(b) Soiled and dirty tools and implements must be stored in a separate and properly labeled covered container. Soiled and dirty tools and implements shall not be used again until properly cleaned and disinfected according to the procedures stated in this rule.

(4) Hand washing is required before and between providing services to each client. An anti-bacterial soap is recommended to sanitize the hands and the exposed portions of arms before providing services and after smoking, drinking, eating, and using restrooms.

(5) Pedicure equipment cleaning and disinfection procedures to be used for all pedicure equipment that holds water including sinks, bowls, basins, pipe-less, and whirlpool spas are as follows:

(a) After each client, all pedicure units must be cleaned with a chelating soap or detergent with water to remove all visible debris, then disinfected with an EPA registered hospital grade bactericidal, fungicidal, virucidal, and pseudomonacidal disinfectant used according to manufacturers instructions for at least ten (10) minutes. If the pedicure unit has a foot plate, it should be removed and the area beneath it cleaned, rinsed, and wiped dry.

(b) At the end of each day of use, the following procedures shall be used:

1. All filter screens in whirlpool pedicure spas or basins for all types of foot spas must be sanitized. All visible debris in the screen and the inlet must be removed and cleaned with a chelating soap or detergent and water. For all pedicure units, the jet components and/or foot plate must be removed and any debris removed and cleaned. The screen, jet, and/or foot plate must be completely immersed in an EPA registered, hospital grade bactericidal, fungicidal, virucidal, and pseudomonacidal disinfectant that is used according to

manufacturer's instructions. The screen, jet, and/or foot plate should be replaced after disinfection is completed and the system flushed with warm water and low-sudsing soap for 5 minutes, rinsed, and drained.

2. After the above procedures are completed, the basin should be filled with clean water and the correct amount of EPA registered disinfectant. The solution must be circulated through foot spa system for 10 minutes and the unit then turned off. The solution should remain in the basin for at least 6 to 10 hours. Before using the equipment again, the basin system must be drained and flushed with clean water.

(c) Once each week, additional procedures should be performed. After completing the required cleaning procedures for the end of the day, the basin should be filled with water that contains one teaspoon of 5.25% bleach for each gallon of water.

The solution should be circulated through the spa system for 5 to 10 minutes and then the solution should sit overnight in the basin, or for at least 6 to 10 hours. Before being used again, the system should be drained and flushed.

(d) A record or log book containing the dates and times of all pedicure equipment cleaning and disinfection procedures must be documented and kept in the pedicure area by the salon or shop and made available for review upon request by a consumer and/or an inspector from the Board.

(6) Signs shall be posted in clear view in the reception area of the salon/shop as follows:

(a) Cosmetology laws, rules, and regulations are available upon request.

(b) All cosmetology services shall only be performed on intact, healthy scalp, skin, and nails.

(c) Customers should not shave their legs the same day as receiving pedicure services to reduce the risk of infection.

(7) Signs shall be posted in clear view in the pedicure services area of the salon/shop as follows:

(a) All cosmetology services shall only be performed on intact, healthy scalp, skin, and nails.

(b) Customers should not shave their legs the same day as receiving pedicure services to reduce the risk of infection.

(c) Any razor-like implement, such as a credo blade, shall not be used to reduce the chance of injury or infection.

(d) Pumice stones shall not be reused from one customer to another to prevent the spread of bacteria.

Authority O.C.G.A. §§ 43-10-2 and 43-10-6.

The Board acknowledged that **Kay Kendrick moved, Wanda Brooks seconded, and the Board voted unanimously at the October 19, 2005 Board meeting to repeal rule 130-5-.08** in its entirety and to reserve the rule number for later use.

Kay Kendrick moved, Wanda Brooks seconded, and the Board voted unanimously to post rule 130-5-.09 as follows:

130-5-.09 Protective Clothing.

Cosmetologists, nail technicians, and estheticians in Georgia are required to abide by all federal and state laws for cosmetology, nail care, and esthetics.

The professions of cosmetology, nail technology and esthetics are subject to the guidelines of the rules and promulgated by the Occupational Safety and Health Administration (OSHA) of the United States government.

Cosmetologists, nail technicians, estheticians are also subject to the provisions of O.C.G.A. §43-1-19. Practitioners of the cosmetology profession in Georgia shall wear appropriate protective clothing for clinical services to prevent occupational exposure to potential infectious materials. Appropriate clothing

shall include, but not be limited to clinical jackets, gloves and/or similar outer garments for the protection from infectious or harmful materials.

Authority O.C.G.A. §§ Sec. 43-10-2, 43-10-6, and 43-10-9

Kay Kendrick moved, Wanda Brooks seconded, and the Board voted unanimously that the formulation and adoption of these rules does not impose excessive regulatory cost on any licensee and any cost to comply with the proposed rule cannot be reduced by a less expensive alternative that fully accomplishes the objectives of **O.C.G.A. §§43-10-1, 43-10-2 and 43-10-9(a)** and that it is not legal or feasible to meet the objectives of **O.C.G.A. §§43-10-1, 43-10-2 and 43-10-9(a)** to adopt or implement differing actions for business as listed at **O.C.G.A. §50-13-4(3)(A), (B), (C), & (D)** and that the formulation and adoption of these rules will impact every licensee in the same manner and each licensee that is independently licensed, owned, and operating in the field of Cosmetology, Nail Care, and Esthetics.

Kay Kendrick moved, Cynthia Stein seconded, and the Board voted unanimously, amend rule 130-2-.03 as follows:

130-2-.03 License to Operate a School, Ownership, or Relocation. Amended.

(1) A license to operate a school carries with it the approval of the Georgia State Board of Cosmetology and is valid only for the owner or owners specified on the original application for the school. Any request for expansion, relocation, or change in the school's name or school's owners must comply with statutory and regulatory provisions applicable to new schools.

(2) Any person, firm, corporation or establishment which accepts, directly or indirectly, compensation for teaching more than one person any branch of cosmetology will be classified as a school and will be required to comply with all the provisions of the Georgia laws and rules and regulations of the Board.

(3) Any person, firm, corporation or establishment licensed hereunder shall furnish to the Georgia State Board of Cosmetology a copy of the school rules and regulations at the time of application for a school license, and in the event any such rules and regulations are thereafter changed, a copy of same shall be filed with the Board.

(4) Each school is required to notify the Board within ten (10) days, in writing, of any change in its supervising instructor or instructors.

(5) Schools shall be required to supply each student with a basic kit containing sufficient implements for the learning of cosmetology, esthetics, or nail technology as listed below and a current copy of the laws, rules and regulations of the Georgia State Board of Cosmetology. Such schools are required to comply with all sanitation rules adopted by this Board and shall instruct the students in the importance of complying with all sanitation rules and regulations of this Board.

(a) The basic kit for cosmetology students shall contain the following:

1. mannequin with hair at least 6-7 inches long
2. basic combs
3. scissors/shears and thinning shears
4. razor with guard and disposable blades
5. brushes
6. rollers
7. clips
8. protective capes
9. disposable neck strips, disposable or reusable gloves
10. perm rods and end papers
11. marcel curling iron
12. blow dryer
13. consumable supplies for hair services, such as hair shampoo, hair spray, conditioners, etc.
14. extension materials for hair braiding
15. hackle or drawing board
16. esthetics kit
17. manicuring kit

18. standard textbook
 19. one (1) workbook
 20. a current copy of the laws, rules and regulations of the Georgia State Board of Cosmetology
- (b) The basic kit for esthetics shall contain the following:
1. tweezers
 2. comedone extractors
 3. cleansers
 4. liquid and bar soap
 5. skin fresheners (toners)
 6. astringents
 7. moisturizers
 8. emollient creams
 9. foundation
 10. concealer
 11. blusher
 12. lipstick
 13. powder
 14. eye shadow
 15. mascara
 16. eyeliners
 17. eyebrow pencils
 18. professional pencil sharpener
 19. disposable sponges and applicators; q-tips, round cotton pads, rectangular rolled cotton and cotton balls, disposable gloves
 20. a current copy of laws, rules and regulations of the Georgia State Board of Cosmetology
- (c) The basic equipment and kit for manicuring, pedicuring, and sculptured nails shall contain the following:
1. nail station with adequate light and two chairs
 2. paraffin wax machine
 3. wet disinfection container for complete submersion of implements
 4. sealed container for storage of disinfected implements
 5. supply tray
 6. finger bowl with nail brush
 7. closed container with cotton
 8. nail implements (disinfection required)
 - a. steel cuticle pusher
 - b. metal nail file
 - c. manicure scissors
 - d. cuticle nippers
 - e. acrylic nippers
 - f. fingernail clipper
 - g. toenail clipper
 - h. spatula
 - i. tweezers and metal tongs
 9. nail care supplies (disposable items)
 - a. emery boards
 - b. nail buffers
 - c. orangewood sticks
 - d. foot file or paddle
 - e. pedicure slippers
 - f. toe separators
 - g. disposable gloves
 10. nail polish
 - a. colored nail enamel
 - b. base coat and top coat
 11. polish remover
 12. cuticle remover and cuticle oil

13. hand cream
 14. mannequin hand and/or practice fingers
 15. materials for acrylic sculptured nails
 16. pedicure supplies
 17. a current copy of laws, rules, and regulations of the Georgia State Board of Cosmetology
 - a. one (1) whirlpool pedicure spa (with fixed plumbing) and three (3) footbaths
 - b. antiseptic foot spray
 - c. liquid soap
 - d. massage lotion
 - e. paraffin wax
- (6) All schools of cosmetology, esthetics, and nail technology shall maintain a library which includes at least one each of the following: medical dictionary, book on first aid, book on cosmetic chemistry, history book on hair styles, history book on esthetics, history book on nail technology, book on basic nutrition, book on theory and practices of beauty culture, book on theory and practices of esthetics, book on theory and practices of nail technology, book on personality and charm, book on primary art form and sketching, etc., at least one book on business management, and the current copy of laws, rules and regulations of the Georgia State Cosmetology Board.
- (7) All schools must have proper lighting and ventilation.
- (8) All schools must have a supply of clean drinking water and separate toilet facilities for male and female students .
- (9) When closing a cosmetology, nail technology, or esthetics school, the school's owner shall notify the Board in writing about the closing and all student records shall be released to the Board no later than 30 days prior to the closure date.
- (10) All schools of cosmetology, esthetics, and nail technology shall be separated from a barber school by ceiling high and air tight walls and shall have a separate entrance and a separate exit.
- Authority O.C.G.A. §§ 43-10-2, 43-10-8, 43-10-11, and 43-10-12.

Kay Kendrick moved, Cynthia Stein seconded, and the Board voted unanimously, amend rule 130-2-.06 as follows:

130-2-.06 Student and Apprentice Records. Amended

(1) Student Records

(a) A weekly work sheet completed signed in ink by the student and the instructor shall be kept for each student indicating the number of hours of training in each subject. This work sheet shall be subject to review by the Georgia State Board of Cosmetology at any time.

(b) Student attendance records, and grades shall be maintained on school premises by the school as part of the permanent record for each student for a period of five (5) years.

© Progress reports on students' hours, attendance, and grades shall be current and shall be made available for inspection by the Georgia State Board of Cosmetology at all times. Should a student withdraw for any purpose, a notarized transcript of total school hours for that student shall be signed by the school's owner or manager and submitted to the Georgia State Board of Cosmetology within thirty (30) days of withdrawal.

(d) Each school shall have a curriculum guide and lesson plan used by each instructor for each course taught. Such curriculum guides and lesson plans shall be made available to the Georgia State Board of Cosmetology for inspection at all times.

(e) Certification of completed training shall be included with the examination application.

(2) Apprentice Records

(a) A weekly work sheet completed and signed in ink by the apprentice, the salon/shop owner/manager, and the training master cosmetologist shall be kept for each apprentice indicating the number of hours of training in each subject. This work sheet shall be subject to review and available to the Georgia State Board of Cosmetology for inspection at any time.

(b) Salon/shop owners/managers must maintain records on each apprentice for a period of five (5) years. These records must be accurate, complete, and available to the Georgia State Board of Cosmetology for inspection at all times.

(c) Should an apprentice change salon/shop or master cosmetologist-esthetician-nail technician, a notarized transcript of total hours accumulated shall be signed by both the

salon/shop owner/manager and the master cosmetologist-esthetician-nail technician and submitted to the Georgia State Board of Cosmetology within thirty (30) days of the change.
(d) Certification of completed training shall be included with the examination application.
Authority O.C.G.A. §43-10-2, 43-10-12, 43-10-9, and 43-10-14

Kay Kendrick moved, Cynthia Stein seconded, and the Board voted unanimously, amend rule 130-2-.09 as follows:

130-2-.09 Application for Apprentice License. Amended.

(1) Any person at least 17 years of age desiring to train as an apprentice in a cosmetology, salon/shop under the direct supervision of a master cosmetologist, esthetician, or nail technician, who holds a current Georgia license and has been licensed at least thirty-six (36) months, may make application for an apprentice license using the form furnished by the Georgia State Board of Cosmetology.

(2) Apprentice hours are accumulated according to the actual number of credit/clock hours of performance and training in the shop or salon after being registered with the Board as an apprentice. It is the responsibility of the It is the responsibility of the salon/shop owner/manager to keep an accurate record of the apprentice credit/clock hours. Credit WILL NOT be allowed for any hours received prior to issuance of the apprentice license. Credit hours are defined in Rules 130-3-.02, 130-3-.06 and 130-3-.08.

(3) Apprentice training is required as follows:

Minimum No. of Months Minimum No. of Hours

Cosmetologist 18 3,000

Esthetician 18 2,000

Nail Technician 8 1050

(4) Each time the apprentice changes supervising master cosmetologist, esthetician or nail technician, or salon/shop; a new application must be filed with the Board. The salon/shop owner/manager must notify the Board that this apprentice is not training in the salon/shop under the master licensee and submit a notarized transcript of total hours accumulated by apprentice within thirty (30) days of termination of the apprenticeship. (5) The maximum time for holding an apprentice license(s) is four (4) years.

(6) The salon/shop owner/manager shall be required to supply each apprentice with the basic materials for the learning of cosmetology, esthetics, or nail technology as listed below. The master licensee training the apprentice shall comply with all rules adopted by this Board and shall instruct the apprentice in the importance of complying with all the rules and regulations of the Board.

(a) The basic equipment and materials for the cosmetology apprentice shall consist of the following:

1. station (with mirror);
- 2 wet disinfection container which allows for complete submersion of cosmetology implements in a hospital grade disinfectant;
- 3 closed container for storage of disinfected implements
4. mannequin
- 5 basic combs
6. scissors/shears and thinning shears
7. razor with guard and disposable blades
8. brushes
9. rollers
- 10 clips
11. protective capes
- 12 disposable neck strips, disposable or reusable gloves
- 13 perm rods and end papers
14. marcel curling iron
15. blow dryer
16. consumable supplies for all hair services, such as hair shampoo, hair spray, conditioners, etc.
17. extension materials for hair braiding
18. hackle or drawing board
19. esthetics kit

20. manicuring kit
 21. standard textbook
 22. one (1) workbook
 23. a current copy of the laws, rules, and regulations of the Georgia State Board of Cosmetology
- (b) The basic equipment and kit for esthetics shall consist of the following:
1. tweezers
 2. comedone extractors
 3. cleansers
 4. liquid and bar soap
 5. skin fresheners (toners)
 6. astringent
 7. moisturizers
 8. emollient creams
 9. foundation
 10. concealer
 11. blusher;
 12. lipstick;
 13. powder;
 14. eye shadow;
 15. mascara;
 16. eyeliners;
 17. eyebrow pencils;
 18. professional pencil sharpener;
 19. disposable sponges and applicators, q-tips, round cotton pads, rectangular rolled cotton and cotton balls; disposable gloves
 20. A current copy of the laws, rules, and regulations of the Georgia State Board of Cosmetology
- (c) The basic equipment and kit for manicuring, pedicuring, and sculptured nails shall consist of the following:
1. nail station and chair with adequate light
 2. proper paraffin wax machine
 3. wet disinfection container for complete submersion of implements
 4. sealed container with for storage of disinfected implements
 5. supply tray
 6. finger bowl with nail brush
 7. closed container with cotton
 8. nail implements (disinfection required)
 - a. steel cuticle pusher
 - b. metal nail file
 - c. manicure scissors
 - d. cuticle nippers
 - e. acrylic nippers
 - f. fingernail clipper
 - g. toenail clipper
 - h. spatula
 - i. tweezers and metal tongs
 9. nail care supplies (disposable items)
 - a. emery boards
 - b. nail buffers
 - c. orangewood sticks
 - d. foot file or paddle
 - e. pedicure slippers
 - f. toe separators
 - g. disposable gloves
 10. nail polish
 - a. colored nail enamel
 - b. base coat and top coat

11. polish remover
 12. cuticle remover and cuticle oil
 13. hand cream
 14. mannequin hand and/or practice fingers
 15. materials for acrylic sculptured nails
 16. pedicure supplies:
 - a. footbath
 - b. antiseptic foot spray
 - c. liquid soap
 - d. massage lotion
 - e. paraffin wax
 17. A current copy of the laws, rules, and regulations of the Georgia State Board of Cosmetology
- (7) Apprentice training shall include the curriculum required for students in the respective levels of cosmetology, esthetics, or nail technician.
- O.C.G.A. §§ 43-10-2, 43-10-9, 43-10-14

Wanda Brooks moved, John Siggers seconded, and the Board voted unanimously, amend rule 130-2-.11 as follows:

130-2-.11 Application for Cosmetology /Shop Amended.

- (1) Any person or person desiring to operate a salon/shop which offers and performs cosmetology services shall submit an application for a license using the form furnished by the Georgia State Board of Cosmetology and shall meet all the requirements of the law and the requirements of the Board.
 - (2) Any salon/shop must be registered with the Board prior to its opening. Change of salon/shop ownership or change in the tenant leasing must be registered with the Board by filing an application for licensure within thirty (30) days of the purchase of said salon/shop. Business names of salon/shop shall include the word salon or shop and shall not contain terms which would tend to mislead the public as to the operation of cosmetology establishment.
 - (3) The salon/shop license shall be displayed in the reception area of the registered salon/shop so as to be easily read by customers and available for inspection by the Board at all times.
 - (4) It shall be prohibited to allow pets in, except guide and assistance dogs as permitted under Title 30 Of the Georgia Code.
 - (5) Salons/shops shall comply with rules for sanitation, health and disinfectants in Chapter 130-5 of the Rules of Georgia State Board of Cosmetology.
- Authority O.C.G.A. §§43-10-2, 43-10-8, and 43-10-11

Kay Kendrick moved, Betty Carlisle seconded, and the Board voted unanimously, amend rule 130-3-.01 as follows:

130-3-.01 Cosmetology School Equipment. Amended.

- (1) Each school desiring to teach cosmetology must provide the following minimum equipment:
 - (a) secured metal filing cabinets for school and student records;
 - (b) sufficient chalkboards;
 - (c) one (1) wet disinfectant container for each work station;
 - (d) a minimum of four (4) shampoo basins for enrollment up to fifteen (15) students, and one (1) additional shampoo basin for each additional fifteen (15) students or fraction thereof;
 - (e) three (3) facial chairs or cushioned massage tables;
 - (f) a minimum of seven (7) hair dryers for enrollment up to fifteen (15) students and one (1) additional dryer for each additional five (5) students;
 - (g) work stations with mirrors for each individual student;
 - (h) sufficient waste containers for soiled or disposable towels;
 - (i) one mannequin per student
 - (j) one closed container per station for clean implements only
 - (k) one closed towel container to adequately store clean linens.
- (1) locker space for personal items must be furnished for each student;
- (m) school minimum floor space: 3,000 sq. ft.;

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(n) four (4) manicuring tables with two (2) chairs at each table, and implements as specified on nail care equipment rules of the Board;

(o) paraffin wax machine

(p) one (1) whirlpool pedicure spa (with fixed plumbing) and three (3) footbaths;

(q) pedicure supplies as listed in Rule 130-2-.03;

(r) audio visual aids.

(2) All of the above equipment must be standard beauty equipment and maintained in good working condition at all times.

(3) Any cosmetology school desiring to teach a separate course in esthetics or nail technology and having more than fifteen (15) students in an esthetics or nail technology course shall provide all necessary equipment and supplies for each such course.

(4) Schools licensed by the Board prior to March 17, 1986 are exempt from the square footage requirements of this rule, but such schools are not exempt from all other requirements of this rule.

O.C.G.A. §§43-10-02 and 43-10-12

Kay Kendrick moved, Cynthia Stein seconde d, and the Board voted unanimously, amend rule 130-3-.01 as follows:

130-3-.04 Esthetician School Equipment. Amended.

(1) Each esthetician school must provide the following minimum equipment:

(a) secured metal filing cabinets for school and student records;

(b) sufficient chalkboards;

(c) one lavatory bowl for up to fifteen students;

(d) eight facial chairs or cushioned massage tables;

(e) one work station or position per two students;

(f) one set of facial equipment per each two work stations or positions to include manual, mechanical, or electrical apparatus (at least one each of the following): electrical heating mask, steamer, brushing, vacuum ionization, glass electrode or high frequency galvanic or cathodic current (prohibited faradic), decrustation machine, spray or mister, one magnification lamp;

(g) sufficient trays for facial supplies;

(h) one covered waste paper basket container for soiled or disposable towels; also, container for soiled linen;

(i) locker space must be furnished for each student;

(j) one properly lighted make-up area;

(k) one head form or chart per class;

(l) school minimum floor space—1800 sq. ft.;

(m) audio visual aids;

(n) wet sterilizer for each station;

(o) closed cabinet for clean linen;

(p) The basic kit for esthetics shall contain the following:

1. tweezers

2. comedone extractors

3. cleansers

4. liquid and bar soap

5. skin freshners (toners)

6. astringents

7. moisturizers

8. emollient creams

9. foundation

10. concealer

11. blusher

12. lipstick

13. powder

14. eye shadow

15. mascara

16. eyeliners

17. eyebrow pencils

18. professional pencil sharpener
 19. disposable sponges and applicators; q-tips. Round cotton pads, rectangular rolled cotton and cotton balls, wooden spatula, muslim strips, disposable gloves
 (2) All of the above equipment must be standard equipment and maintained in good working condition at all times.
 (3) Each cosmetology school desiring to specialize in esthetics and having more than 15 students in the specialized course is required to obtain necessary equipment listed in this chapter.

Cynthia Stein moved, John Siggers seconded, and the Board voted unanimously to require that the “Sanitation Tip Sheet” and a space for a salon FAX number be added to all salon applications.

The board voted to the following actions on applications, requests, etc:

Name	Request	Action
Before and After Unisex Salon	Waive Re-instatement Fee	Denied
Amaylia F Calhoun	Mas. Cos. Exam	Board Appearance
Laura S Hernandez	Reciprocity	Approved
Bridgette S Justice	Review Test Scores	Test Scores Stand
Ethel M Keasler	HS Diploma or GED	Denied
Hong Van Thi Lam	HS Diploma or GED	Denied
Mary Negron	Accept Out-of-State Hrs. For Exam	Denied
Huong D Le	HS Diploma or GED	Denied
Mary Negron	Reciprocate School Hours	Denied
Chau Minh Nguyen	HS Diploma or GED	Denied
Timmy Nguyen	Reciprocate Training Hours	Denied
Ellion C Profitt	Reciprocity Reciprocity/mas cos – Guyana	More Info
Rodney L Radford	Reciprocity/mas cos – Holland	Denied – Take Exam
Aubrey Thorne	Alternative Training Hours/Esth.	Denied
Michelle Vanarsdale	Renew Cos. Apprentice License	Approved
Elaine White	Reciprocity/mas cos – NY	Approved

No further business was conducted. The meeting adjourned at 4:05p.m.

 Martha Harris, Chairperson Date
 The Georgia State Board of Cosmetology

 Mollie Fleeman, Division Director Date
 The Professional Licensing Boards

STATE OF GEORGIA

COUNTY OF BIBB

AFFIDAVIT SUPPORTING CLOSING

OF PUBLIC MEETING

The Georgia Open Meetings Act, O.C.G.A. §50-14-1 et seq., requires that all meetings of an entity covered by the statute must be open to the public unless there is some specific statutory exception which permits the closing of the meeting. If such a meeting is to be closed, the law requires that the presiding person execute a sworn affidavit stating that the subject matter of the meeting or the closed portion thereof was devoted to matters within the statutory exceptions and identifying those specific exceptions relied upon. O.C.G.A. §50-14-4(b). A copy of this affidavit must be filed with the minutes of the meeting in question:

Comes now Martha Harris, the presiding officer identified below and, before an official duly authorized to administer oaths, makes this affidavit in satisfaction of the statutory requirements outlined above.

1. I am the presiding officer of the Georgia State Board of Cosmetology.

2. I am over the age of 18 years of age and in all other aspects competent to make this sworn statement. I acknowledge that I am giving this statement under oath and penalty of perjury and that I have read the contents of this affidavit prior to signing it.

3. On March 8, 2006 this entity, which is subject to the Open Meetings Act, met. A majority of the quorum of the members present voted to close the meeting or a portion thereof for the following indicated reason(s). I hereby certify that during the closed portion of the meeting, only those subjects indicated below were discussed. I also certify that I have reviewed the exceptions provided under the Open Meetings Act that may permit the closing of a meeting and that, to the best of my knowledge, the reasons I have described in detail below meet the requirements for closing this public meeting.

4. The legal authority for the closure of this meeting was:

O.C.G.A. § 43-1-2(k), 43-1-9(h)

5. The subject(s) discussed and the underlying facts supporting the closing of this meeting are: receiving disciplinary reports; reviewing applications.

FURTHER THE AFFIANT SAYETH NOT.

PRESIDING OFFICER

**Sworn and subscribed before me
This 8th day of March, 2006**

January 14, 2007

Notary Public

My Commission

Expires