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Division of Occupational Licensure
Board of Registration of Cosmetology and Barbering
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LAYLA R. D'EMILIA
COMMISSIONER, DIVISION OF
OCCUPATIONAL LICENSURE

MINUTES OF THE September 8
PUBLIC BOARD MEETING

TIME: 9:30 a.m.

PLACE: Conference Call

PRESENT: Joy Talbot (Chair), Cate Tool (Vice-Chair), Erinn Breedy, Heather Cohen, Nicole Corliss, Cassia Gilroy, Marian Saluto, and Iris Stowe.

STAFF: Richard Lawless, Executive Director
Kristina Gasson, Deputy General Counsel for Boards and Hearings

The Meeting was called to order at **9:30 a.m.** by Ms. Talbot. All board members and staff appeared telephonically or by videoconference.

Housekeeping and Conference Call Protocol:

Ms. Talbot reviewed conference call and open meeting protocol with meeting attendees. She also expressed condolences on the passing of the former Executive Director of the Board of Registration of Barbering, Zane Skerry. Ms. Talbot announced to the meeting attendees that the meeting was being recorded by Anthony Clemente from the Massachusetts Association of Cosmetology Schools.

Executive Director Report

Mr. Lawless explained conference call protocol to attendees who wished to be recognized by the Chair to address the Board during the meeting, and also expressed condolences on the passing of former Barbering Executive Director Zane Skerry.

Board Counsel Report:

Atty. Gasson provided a brief update on general legal matters.

Minutes of the August 11, 2022 Public Meeting

After discussion, a MOTION was made by Ms. Breedy, seconded by Ms. Cohen, to approve the public minutes of the August 11, 2022 meeting as drafted.

The Chair called for a Roll call vote:

Ms. Talbot (Yes), Ms. Tool (Yes), Ms. Breedy (Yes), Ms. Cohen (Yes), Ms. Corliss (Yes), Ms. Gilroy (Yes), Ms. Saluto (Yes), and Ms. Stowe (Yes).

The Motion passed 8-0.

Discussion

PSI Exam Implementation and Remote Proctoring

Mr. Lawless gave an update on the exam transition with PSI, confirming that a contract had officially been signed with PSI with a start date of October 5th for Cosmetology, Aesthetics, and Manicuring exams. He announced that Barber exams would follow on December 12th, and Electrology exams on January 22, 2023. He also said that PSI would be hosting a webinar for all schools to review the application and exam process on September 13th at 11:00am. No formal action was taken.

Proposed Aesthetics School – DiGrigoli School

Stephanie Melao-Nogueira was in attendance representing DiGrigoli school's application for an aesthetics school license. The Board reviewed documentation submitted by the school and provided feedback and proposed edits to the documents. Mr. Lawless also mentioned that the school's cosmetology school license is currently on stayed suspension for consecutive disciplinary issues.

After discussion, a MOTION was made by Ms. Cohen, seconded by Ms. Saluto, to delegate final evaluation and approval of documents, incorporating discussed edits, to Ms. Tool and Board staff, and upon approval of all documentation, passing of a final inspection, and processing of the application, to approve the school.

The Chair called for a Roll call vote:

Ms. Talbot (Yes), Ms. Tool (Yes), Ms. Breedy (Yes), Ms. Cohen (Yes), Ms. Corliss (Yes), Ms. Gilroy (Yes), Ms. Saluto (Yes), and Ms. Stowe (Yes).

The Motion passed 8-0.

Proposed Aesthetics School – Lawrence Training School

Maria Alcantara was in attendance representing Lawrence Training School's application for an aesthetics school license. The Board reviewed documentation submitted by the school and provided feedback and proposed edits to the documents.

After discussion, a MOTION was made by Ms. Cohen, seconded by Ms. Tool, to have the school make the requested edits to its documentation and to bring the updated documents to the Board for its next available meeting.

The Chair called for a Roll call vote:

Ms. Talbot (Yes), Ms. Tool (Yes), Ms. Breedy (Yes), Ms. Cohen (Yes), Ms. Corliss (Yes), Ms. Gilroy (Yes), Ms. Saluto (Yes), and Ms. Stowe (Yes).

The Motion passed 8-0.

Proposed Apprentices Program – Roger L. Putnam Vocational Technical Academy

The Board reviewed documentation for a proposed Apprentices Program from Roger L. Putnam Vocational Technical Academy. The Board reviewed documentation submitted by the school and provided feedback and proposed edits to the documents.

After discussion, a MOTION was made by Ms. Tool, seconded by Ms. Corliss, to delegate final evaluation and approval of documents, incorporating discussed edits, to Board staff, and upon approval of all documentation to approve the apprentices program.

The Chair called for a Roll call vote:

Ms. Talbot (Yes), Ms. Tool (Yes), Ms. Breedy (Yes), Ms. Cohen (Yes), Ms. Corliss (Yes), Ms. Gilroy (Yes), Ms. Saluto (Yes), and Ms. Stowe (Yes).

The Motion passed 8-0.

Questions on Policy on Apprenticeship and Student Employment

The Board discussed several questions received in response to the latest version of its Policy on Apprenticeship and Student Employment, regarding name tags and attendance at advanced seminars.

After discussion, a MOTION was made by Ms. Tool, seconded by Ms. Cohen, to edit the policy to remove the inclusion of surnames on Apprentice and Shop-Employed Student name tags.

The Chair called for a Roll call vote:

Ms. Talbot (Yes), Ms. Tool (Yes), Ms. Breedy (Yes), Ms. Cohen (Yes), Ms. Corliss (Yes), Ms. Gilroy (Yes), Ms. Saluto (Yes), and Ms. Stowe (Yes).

The Motion passed 8-0.

After discussion, a MOTION was made by Ms. Corliss, seconded by Ms. Breedy, to permit shop-employed students and apprentices to attend advanced seminars in their field, as long as they are able to provide proof that they have completed their programs.

The Chair called for a Roll call vote:

Ms. Talbot (Yes), Ms. Tool (Yes), Ms. Breedy (Yes), Ms. Cohen (Yes), Ms. Corliss (Yes), Ms. Gilroy (Yes), Ms. Saluto (Yes), and Ms. Stowe (Yes).

The Motion passed 8-0.

Reciprocity for Electrology

The Board discussed an inquiry from an Electrology licensed in California and New Mexico on whether they would be eligible for licensure in Massachusetts.

After discussion, a MOTION was made by Ms. Tool, seconded by Ms. Saluto, to establish a reciprocity process for Electrology and to provide guidance to applicants that candidates who have completed a program of less than 1100 hours must show 2 years of work experience as a licensed Electrologist, and must make up any educational deficiencies in laser hair removal, and must also take the Board's Electrology exam in order to be licensed in Massachusetts.

The Chair called for a Roll call vote:

Ms. Talbot (Yes), Ms. Tool (Yes), Ms. Breedy (Yes), Ms. Cohen (Yes), Ms. Corliss (Yes), Ms. Gilroy (Yes), Ms. Saluto (Yes), and Ms. Stowe (Yes).

The Motion passed 8-0.

Unanticipated Topics: Electrology Student Letter on Exams

The Board reviewed an unanticipated topics regarding a letter sent by Electrology school graduates inquiring about an examination date, and whether the Board's supervision requirement for shop-employed Electrology students could be revisited. The Board confirmed that Electrology exams were scheduled to begin on January 22, 2023, and that the supervision requirement for shop-employed students did not prevent a shop-employed Electrology student from starting their own practice, as long as a licensed Electrologist was onsite as a supervisor.

Public Comment

Jon Schmaling from Spa Tech Institute thanked the Board for revising its Policy on Apprenticeship and Student Employment based on industry feedback, and asked about any exam preparation material that was available. Mr. Lawless responded that PSI may have some practice materials available, and that the Candidate Bullets would contain a few sample questions and content outlines for each exam to help students prepare.

Janice Dorian from Mansfield Beauty Schools asked for more information on Written Practical content from PSI.

Louise Devin, an Electrologist, asked the Board to amend its Policy on Apprenticeship and Student Employment to allow shop-employed Electrology students to be able to be supervised by phone or video conferencing.

Executive Session CLOSED per M.G.L. c. 30A, § 21(a)(1), Individual Character Rather Than Competence

A MOTION was made by Ms. Cohen, seconded by Ms. Tool, to adjourn the public meeting at **11:50 a.m.**, and to enter into **Executive Session, closed per M.G.L. c. 30A, § 21(a)(1)**, for the purposes of discussing character rather than competence; and then to enter into **Quasi-Judicial Session, closed per M.G.L. c. 30A, § 18**, for the purposes of conducting Board deliberations on a final decisions; and then to move into **Closed Investigative Conference, closed session pursuant to G.L. c. 112, § 65C**, to consider open cases, conduct investigative conferences, and consider settlement offers, and the Open Meeting would not resume.

The Chair called for a Roll call vote:

Ms. Talbot (Yes), Ms. Tool (Yes), Ms. Breedy (Yes), Ms. Cohen (Yes), Ms. Corliss (Yes), Ms. Gilroy (Yes), Ms. Saluto (Yes), and Ms. Stowe (Yes).

The Motion passed 8-0.

Quasi-Judicial Session, closed per M.G.L. c. 30A, § 18

During the closed Quasi-Judicial Session, the Board voted to take the following actions:

2020-000349-IT-ENF Determined Final Decision and Order

Closed Investigative Conference, closed session pursuant to G.L. c. 112, § 65C

During the closed Investigative Conference, the Board voted to take the following actions:

Application Review

2020-396-HD-OS-APP Guidance given to Board staff

Settlements

2021-200810-FI-ENF Guidance given to Prosecutor

2021-206126-FI-ENF Guidance given to Prosecutor

Ms. Tool left the meeting at or around 1:38 p.m.

Review of Cases

2022-000684-IT-ENF Referred to Office of Prosecutions

2022-000753-IT-ENF Referred to Office of Investigations

2022-000750-IT-ENF Referred to Office of Prosecutions

2022-000657-IT-ENF Referred to Office of Prosecutions

Adjournment

A MOTION was made by Ms. Tool, seconded by Ms. Cohen, to adjourn at 1:52 p.m.

The Chair called for a Roll call vote:

Ms. Talbot (Yes), Ms. Tool (Yes), Ms. Breedy (Yes), Ms. Cohen (Yes), Ms. Corliss (Yes), Ms. Gilroy (Yes), Ms. Saluto (Yes), and Ms. Stowe (Yes).

The Motion passed 8-0.

The above Minutes were approved at the open meeting held on October 13, 2022.

A handwritten signature in dark ink, appearing to read 'R. Lawless', with a long horizontal flourish extending to the right.

Richard Lawless, Executive Director

Documents Used During the Meeting:

Agenda

Draft Minutes of August 11, 2022 Open Meeting

Aesthetics Program Documentation from DiGrigoli School

Aesthetics Program Documentation from Lawrence Training School

Apprentice Program Documentation from Roger L Putnam Vocational Technical Academy

Board Policy on Apprenticeship and Student Employment

Letter from A. Allen on Electrology Reciprocity

Draft Board Policy on Reciprocity

Letter from L. Beasley on Electrology Exams