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**Commonwealth of Massachusetts**  
**Division of Occupational Licensure**  
**Board of Registration of Cosmetology and Barbering**  
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REGULATION

**SARAH R. WILKINSON**  
COMMISSIONER, DIVISION OF  
OCCUPATIONAL LICENSURE

**MINUTES OF THE November 9, 2023**  
**PUBLIC BOARD MEETING**

**TIME:** 9:30 a.m.

**PLACE:** Conference Call / Virtual Meeting

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

**ABSENT:** Marian Saluto

**STAFF:** Richard Lawless, Executive Director  
Jamie Dalton, Board Counsel  
Andrew Lutynski, Chief Investigator

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

The Chair informed Board members and attendees that the public meeting was being recorded.

**Housekeeping and Conference Call Protocol:**

The Chair reviewed conference call and open meeting protocol with meeting attendees.

**Executive Director Report:**

Mr. Lawless noted that he had participated in a webinar presentation for MassEdCo, providing information to career counselors about the training requirements and licensure process for the Board's professions.

**Minutes of the October 12, 2023 Public Meeting**

After discussion, a MOTION was made by Ms. Tool, seconded by Ms. Corliss to approve the public minutes of the October 12, 2023 meeting as drafted.



The Chair called for a Roll call vote:

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

The Motion passed 7-0.

### **Discussion**

#### **Proposed Updated Aesthetics Hybrid Curriculum – Diamond Aesthetics Academy**

Tatiana Guerrero from Diamond Aesthetics Academy was in attendance to discuss the school's updated hybrid curriculum.

After discussion, a MOTION was made by Ms. Corliss, seconded by Ms. Cohen, to approve the updated curriculum.

The Chair called for a Roll call vote:

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

The Motion passed 7-0.

#### **Proposed Apprentice Program – Mildred Elley Cosmetology School**

Belinda Green from Mildred Elley was in attendance to discuss their school's proposed apprentice program.

After discussion, a MOTION was made by Ms. Cohen, seconded by Ms. Tool, to approve the apprentice program upon receipt of updated documentation incorporating the Board's recommended edits, with delegation to Ms. Corliss and Board staff to review the documents.

The Chair called for a Roll call vote:

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

The Motion passed 7-0.

#### **Proposed Microneedling Advanced Course – Chelmsford Beauty Academy**

A representative from Chelmsford Beauty Academy was in attendance to discuss their school's proposed advanced course in microneedling.

After discussion, a MOTION was made by Ms. Corliss, seconded by Ms. Tool, to approve the course upon receipt of updated documentation incorporating the Board's recommend edits.

The Chair called for a Roll call vote:

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

The Motion passed 7-0.

### **Barber School Requirements**

Jose Dones, a barber in Western Massachusetts, was in attendance to ask the Board to consider changing its requirements for opening a barber school, citing the lack of barber schools in Western Massachusetts. The Board confirmed that it has voted on proposed regulation changes to lower the chair and space requirements for new barber schools, but stated that these regulation changes are pending and have not yet been approved. The Board provided some suggestions for Mr. Dones, including approaching vocational cosmetology schools about offering an adult education barbering program at night. The Board also suggested that Mr. Dones consider discussing with existing barber schools about offering apprentice programs to provide an opportunity for barber students to earn school hours working in a shop, and decrease the amount of time they would need to travel to attend school.

No formal action was taken.

### **Proposed Policy on Eyelash Technician License**

The Board discussed edits to a draft policy outlining rules and requirements for an eyelash technician registration.

After discussion, a MOTION was made by Ms. Cohen, seconded by Ms. Corliss to approve the draft policy and send the policy to the Division of Occupational Licensure for legal review.

The Chair called for a Roll call vote:

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

The Motion passed 7-0.

### **PSI Exams**

Mr. Lawless shared the most recent pass rates with the Board. The Board members expressed concerns particularly on the low pass rates for cosmetology and barbering exams, and discussed the possibility of creating their own exam. Attorney Dalton said that the agency would need to explore the legality of any major changes to exam administration before any definitive decisions were made.

After discussion, the Board gave direction to staff to begin talks with PSI on options to expedite the review of the current exams and the ability to make changes to the exams independently of any national review.

*Ms. Gilroy left the meeting at or around 10:57 a.m.*

### **2024 Meeting Calendar**

After discussion, a MOTION was made by Ms. Corliss, seconded by Ms. Cohen to set the 2024 meeting schedule with Board meetings on the second Thursday of each month.

The Chair called for a Roll call vote:

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

The Motion passed 6-0.

### **Public Comment**

Janice Dorian asked the Board to also consider lowering the exam pass score as a more immediate measure to assist candidates struggling with the exams.

Frank Zona said the Board should schedule its meetings around the convenience of the industry and not the convenience of Board members' schedules. He also said that the industry is not aware of the exam pass rates and that the Board should communicate this information to the industry.

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

A MOTION was made by Ms. Breedy, seconded by Ms. Tool, to adjourn the public meeting at **11:30 a.m.**, and to enter into **Executive Session, pursuant to Massachusetts General Laws chapter 30A, Section § 21(a)(1)** to discuss individuals' character rather than competence; 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. Tool (Yes), Ms. Breedy (Yes), Ms. Cohen (Yes), Ms. Corliss (Yes), Ms. Stowe (Yes), and Ms. Talbot (Yes).

The Motion passed 6-0.

*Ms. Gilroy rejoined the meeting at or around 12:00 p.m.*

### **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:

#### **Review of Cases**

2023-000552-IT-ENF	Referred to Prosecutions
2023-000574-IT-ENF	Combine with Existing Case
2023-000480-IT-ENF	Dismissed with Advisory
2023-000581-IT-ENF	Dismissed

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

A MOTION was made by Ms. Tool, seconded by Ms. Cohen, to adjourn the Investigative Conference at **1:16 p.m.**, and to enter into **Executive Session, pursuant to Massachusetts General Laws chapter 30A, Section § 21(a)(1)** to discuss individuals' character rather than competence.

The Chair called for a Roll call vote:

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

The Motion passed 6-0.

**Settlements**

2023-000285-IT-ENF

2023-201450-FI-ENF

Guidance Given to Prosecutor

Guidance Given to Prosecutor

**Adjournment**

A MOTION was made by Ms. Cohen, seconded by Ms. Tool, to adjourn the meeting at 1:50 p.m.

The Chair called for a Roll call vote:

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

The Motion passed 6-0.

The above Minutes were approved at the open meeting held on December 14, 2023.



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Richard Lawless, Executive Director

**Documents Used During the Meeting:**

Agenda

Draft Minutes of October 12, 2023 Open Meeting

Documentation from Diamond Aesthetics Academy

Documentation from Mildred Elley

Documentation from Chelmsford Beauty Academy

Proposal from Jose Dones on Barber School Requirements

Draft Policy for Eyelash Technician Registration

October 2023 PSI Exam Data