



**MAURA HEALEY**  
GOVERNOR

**KIM DRISCOLL**  
LIEUTENANT GOVERNOR

**YVONNE HAO**  
SECRETARY, EXECUTIVE OFFICE  
OF ECONOMIC DEVELOPMENT

**Commonwealth of Massachusetts**  
**Division of Occupational Licensure**  
**Board of Registration of Cosmetology and Barbering**  
One Federal Street, Suite 600  
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**LAYLA R. D'EMILIA**  
UNDERSECRETARY, CONSUMER  
AFFAIRS AND BUSINESS  
REGULATION

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

**MINUTES OF THE March 13, 2025**  
**PUBLIC BOARD MEETING**

**TIME:** 9:31 a.m.

**PLACE:** Conference Call / Virtual Meeting

**PRESENT:** Joy Talbot (Chair), Heather Cohen, Nicole Corliss, Cassia Gilroy, ToniAnne Harrison, Samuel Pierre, Marian Saluto, Iris Stowe,

**ABSENT:** Erinn Breedy

**STAFF:** Richard Lawless, Executive Director  
Jamie Dalton, Board Counsel

The Meeting was called to order at **9:31 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 welcomed new Board member Samuel Pierre. He also gave a reminder that the Division of Occupational Licensure will be moving to One Federal Street, Boston, at the end of March, and that the move may cause some temporary interruptions in Board activities.

**Minutes of the January 9, 2025 Public Meeting**

A MOTION was made by Ms. Cohen, seconded by Ms. Gilroy, to approve the January 9, 2025 Public Meeting Minutes as drafted.

The Chair called for a Roll call vote:



Ms. Cohen (Yes), Ms. Corliss (Yes), Ms. Gilroy (Yes), Ms. Harrison (Yes), Mr. Pierre (Yes), Ms. Saluto (Yes), Ms. Stowe (Yes), and Ms. Talbot (Yes).

The Motion passed 8-0.

### **Minutes of the February 13, 2025 Public Meeting**

A MOTION was made by Ms. Corliss, seconded by Ms. Cohen, to approve the February 13, 2025 Public Meeting Minutes as drafted.

The Chair called for a Roll call vote:

Ms. Cohen (Yes), Ms. Corliss (Yes), Ms. Gilroy (Yes), Ms. Harrison (Yes), Mr. Pierre (Yes), Ms. Saluto (Yes), Ms. Stowe (Yes), and Ms. Talbot (Yes).

The Motion passed 8-0.

### **Discussion**

#### **Proposed Change of Ownership – Catherine Hinds Institute**

Maureen Russell and Kristen Magnell were in attendance from Catherine Hinds Institute regarding the school's proposed change in ownership.

The Board reviewed the school's documents and provided minor revisions.

After discussion, a MOTION was made by Ms. Cohen, seconded by Ms. Saluto, to delegate approval of the school documents to Board staff, and upon receiving updated documents incorporating the Board's requested revisions, and upon meeting all other requirements including a final inspection and completed application, to approve the school ownership change and advanced courses.

The Chair called for a Roll call vote:

Ms. Cohen (Yes), Ms. Corliss (Yes), Ms. Gilroy (Yes), Ms. Harrison (Yes), Mr. Pierre (Yes), Ms. Saluto (Yes), Ms. Stowe (Yes), and Ms. Talbot (Yes).

The Motion passed 8-0.

#### **Proposed Apprentice Program – Assabet Valley Vocational High School**

Crystal Blake was in attendance to discuss Assabet Valley Vocational High School's proposed Apprentice Program.

The Board reviewed the school documents and provided some minor revisions.

After discussion, a MOTION was made by Ms. Corliss, seconded by Ms. Gilroy, to approve the program once the school sends updated documentation that incorporates all of the Board's requested revisions.

The Chair called for a Roll call vote:

Ms. Cohen (Yes), Ms. Corliss (Yes), Ms. Gilroy (Yes), Ms. Harrison (Yes), Mr. Pierre (Yes), Ms. Saluto (Yes), Ms. Stowe (Yes), and Ms. Talbot (Yes).

The Motion passed 8-0.

### **Proposed Adult Education Manicuring Program – Worcester High School**

Ruth Seward was in attendance to discuss Worcester High School's proposed Adult Education Manicuring Program.

The Board reviewed the school documents and provided some minor revisions.

After discussion, a MOTION was made by Ms. Cohen, seconded by Mr. Pierre, to approve the program once the school sends updated documentation that incorporates all of the Board's requested revisions, and after conducting an inspection of the premises.

The Chair called for a Roll call vote:

Ms. Cohen (Yes), Ms. Corliss (Yes), Ms. Gilroy (Yes), Ms. Harrison (Yes), Mr. Pierre (Yes), Ms. Saluto (Yes), Ms. Stowe (Yes), and Ms. Talbot (Yes).

The Motion passed 8-0.

### **Proposed Manicuring School – Briller Academy**

Alex Santana and Jenniffer Ramos were in attendance to discuss their proposed manicuring school.

The Board reviewed the school's documents and provided revisions.

After discussion, the Board requested that the school revise the documents to incorporate the Board's requested edits, and to bring the revised documents back to the Board for next month's meeting.

### **Letter Requirements for Incarcerated Applicants**

The Board reviewed draft guidance on information that incarcerated applicants must address in letters submitted to the Board as part of their licensure application. Board members provided some revisions to the guidance.

After discussion, a MOTION was made by Mr. Pierre, seconded by Ms. Cohen, to approve the guidance and to send this information to the Department of Corrections to provide to applicants.

The Chair called for a Roll call vote:

Ms. Cohen (Yes), Ms. Corliss (Yes), Ms. Gilroy (Yes), Ms. Harrison (Yes), Mr. Pierre (Yes), Ms. Saluto (Yes), Ms. Stowe (Yes), and Ms. Talbot (Yes).

The Motion passed 8-0.

### **Unanticipated Topics:**

Ms. Corliss asked Mr. Lawless if there was a specific timeframe for publishing updated PSI examinations that incorporated the input of national panels that included Massachusetts Board members. Mr. Lawless said that he would check with PSI for more specifics, but that the new exams would likely only be for aesthetics, manicuring and electrology.

**Public Comment:**

None.

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

A MOTION was made by Ms. Stowe, seconded by Ms. Gilroy, to adjourn the public meeting at **11:00 a.m.**, and to enter into **Closed Investigative Conference, 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.

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

**Review of Cases**

2025-000133-IT-ENF	Referred for Prosecution
2025-000091-IT-ENF	Dismissed
2025-000059-IT-ENF	Referred for Prosecution
2025-000062-IT-ENF	Referred for Prosecution
2025-000080-IT-ENF	Dismissed
2025-000036-IT-ENF	Referred for Prosecution
2024-202164-FI-ENF	Referred for Prosecution
2024-202955-FI-ENF	Referred for Prosecution
2024-000733-IT-ENF	Dismissed

Complaint from Attorney General's Office   Gave Direction to Staff

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

A MOTION was made by Ms. Gilroy, seconded by Ms. Saluto, 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. Cohen (Yes), Ms. Corliss (Yes), Ms. Gilroy (Yes), Ms. Harrison (Yes), Mr. Pierre (Yes), Ms. Saluto (Yes), Ms. Stowe (Yes), and Ms. Talbot (Yes).

The Motion passed 8-0.

**Adjournment**

A MOTION was made by Ms. Stowe, seconded by Ms. Saluto, to adjourn the meeting at 12:56 p.m.

The Chair called for a Roll call vote:

Ms. Cohen (Yes), Ms. Corliss (Yes), Ms. Gilroy (Yes), Ms. Harrison (Yes), Mr. Pierre (Yes), Ms. Saluto (Yes), Ms. Stowe (Yes), and Ms. Talbot (Yes).

The Motion passed 8-0.

The above Minutes were approved at the open meeting held on April 10, 2025.

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

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Richard Lawless, Executive Director

**Documents Used During the Meeting:**

Agenda

Draft Minutes of January 9, 2025 Public Meeting

Draft Minutes of February 13, 2025 Public Meeting

Documents from Catherine Hinds Institute

Documents from Assabet Valley Vocational High School

Documents from Worcester High School

Documents from Briller Academy

Draft Guidance for Incarcerated Applicants