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Board of Registration of Cosmetology and Barbering
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REGULATION

SARAH R. WILKINSON
COMMISSIONER, DIVISION OF
OCCUPATIONAL LICENSURE

MINUTES OF THE July 11, 2024
PUBLIC BOARD MEETING

TIME: 9:30 a.m.

PLACE: Conference Call / Virtual Meeting

PRESENT: Joy Talbot (Chair), Erinn Breedy, Heather Cohen, Nicole Corliss, Cassia Gilroy, Marian Saluto, Iris Stowe

ABSENT: Cate Tool (Vice-Chair)

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

The Meeting was called to order at **9:39 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 reported that after one month of the updated Cosmetology exams, pass rates had improved to 70%. He confirmed that the Board is continuing to review the Barber exams.

Minutes of the April 30, 2024 Public Meeting

The Board reviewed the minutes of the April 30, 2024 public meeting.

After discussion, a MOTION was made by Ms. Cohen seconded by Ms. Corliss, to approve the public minutes of the April 30, 2024 meeting as drafted.



The Chair called for a Roll call vote:

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

The Motion passed 7-0.

Discussion

Proposed Distance Learning Hybrid Curriculum – MCI Framingham

The Board reviewed a proposed hybrid distance learning curriculum from the Massachusetts Correctional Institute Framingham's Cosmetology program.

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

The Chair called for a Roll call vote:

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

The Motion passed 7-0.

School Application Process and Checklists

The Board reviewed updated school documentation checklists that provide more detailed guidance for prospective schools applying for approval.

The Board gave direction to staff to evaluate submitted school documents to ensure that required checklists are included and that documents include all checklists items, and to not bring any school documentation to the Board for review until it is complete.

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

The Chair called for a Roll call vote:

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

The Motion passed 7-0.

The Board also gave direction to staff to no longer require individual enrollment agreements from schools as part of the final steps of the application process, but instead have schools submit a list of enrolled students signed by the school owner/applicant.

After discussion, a MOTION was made by Ms. Corliss, seconded by Ms. Gilroy, to approve the updated school guidelines and have them posted on the Board's website.

The Chair called for a Roll call vote:

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

The Motion passed 7-0.

PSI Exams

The Board briefly discussed the PSI exams, with Mr. Lawless re-iterating the significant improvement in pass rates after the Cosmetology exams were updated after extensive Board review. The Board planned to continue its detailed review of the Barber exams. No formal action was taken.

Lowell Academy Hairstyling Institute Hearing

Carla Graham and Matthew Collins from Lowell Academy Hairstyling Institute were in attendance to participate in a Board hearing to determine whether the school currently met the Board's premises regulations to operate a cosmetology school. Ms. Graham and Mr. Collins submitted video evidence of the required number of shampoo bowls, disinfectant at each station, and a working basic room. They also confirmed that the theory room is now able to be used again.

After discussion, a MOTION was made by Ms. Saluto, seconded by Ms. Cohen, to have an inspector schedule a new inspection with the school, and if that inspection does not find any issues, that the hearing can be concluded.

The Chair called for a Roll call vote:

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

The Motion passed 7-0.

Unanticipated Topics

Due to several Board members traveling to a meeting to review PSI examinations, the Board discussed moving the August meeting to a different date.

After discussion, a MOTION was made by Ms. Corliss, seconded by Ms. Cohen, to move the August meeting to August 15.

The Chair called for a Roll call vote:

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

The Motion passed 7-0.

Public Comment:

Deanna Flores asked several questions about eyelash extensions. Mr. Lawless explained that while the Board signaled it was open to creating an eyelash registration, this proposal was under review by the administration. He also said that currently an individual can open an Advanced School to teach eyelash extension courses to licensed cosmetologists and aestheticians.

Anthony Clemente asked whether the Board created a state specific exam for cosmetology, and Mr. Lawless said that the updated exams reflected the Board's approved version of the PSI exams, and that the Board was moving in the same direction for the Barbering exam. He also

asked about the pass rates for barbering and manicuring. Mr. Clemente asked about when the portal for schools to access pass rates would be available and Mr. Lawless said he would check and provide an answer. He also asked that the Board clarify whether hours are clock hours or educational, and Mr. Lawless explained that the Board's regulations do not specifically state whether the hours are clock hours or not, but the Board asks schools to include break times to ensure that students are getting breaks during their time at school while still completing the full hour requirements for licensure.

Executive Session CLOSED per M.G.L. c. 30A, § 21(a)(1); M.G.L. c. 30A, § 21(a)(7), namely chapter 4, Section 7, paragraph 26(l), Individual Character Rather Than Competence and Review of Examination Materials

A MOTION was made by Ms. Cohen, seconded by Ms. Saluto, to adjourn the public meeting at **11:20 a.m.**, and to enter into **Executive Session, pursuant to Massachusetts General Laws chapter 30A, Section § 21(a)(1) and M.G.L. c. 30A, § 21(a)(7), namely chapter 4, Section 7, paragraph 26(l), at 11:30 a. m.** to discuss individuals' character rather than competence and review examination materials, respectively; and then to move into **Quasi-Judicial Session CLOSED per M.G.L. c. 30A, § 18**, to determine a Final Decision and Order, and then **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. Breedy (Yes), Ms. Cohen (Yes), Ms. Corliss (Yes), Ms. Gilroy (Yes), Ms. Saluto (Yes), Ms. Stowe (Yes), and Ms. Talbot (Yes).

The Motion passed 7-0.

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

During the closed session, the Board voted to take the following actions:

2024-000266-IT-ENF Guidance Given to Prosecutor

After discussion, a MOTION was made by Ms. Cohen, seconded by Ms. Corliss, to delegate authority to the Chair to approve a Final Decision and Order in this matter.

The Chair called for a Roll call vote:

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

The Motion passed 7-0.

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

A MOTION was made by Ms. Cohen, seconded by Ms. Saluto, to exit Quasi-Judicial Session and move into Investigative Conference, closed session pursuant to G.L. c. 112, § 65C, to consider open cases, conduct investigative conferences, and consider settlement offers

The Chair called for a Roll call vote:

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

The Motion passed 7-0.

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

Settlements

2024-200100-FI-ENF	Dismissed
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Review of Cases

2024-000416-IT-ENF	Dismissed
2024-000403-IT-ENF	Dismissed
2024-000315-IT-ENF	Dismissed
2024-000251-IT-ENF	Dismissed with an Advisory
2024-000214-IT-ENF	Refer to Prosecutions
2024-000215-IT-ENF	Refer to Prosecutions
2024-000435-IT-ENF	Dismissed

Executive Session CLOSED per M.G.L. c. 30A, § 21(a)(7), namely chapter 4, Section 7, paragraph 26(l), Review of Examination Materials

A MOTION was made by Ms. Cohen, seconded by Ms. Corliss to adjourn the Investigative Conference at 1:30 p.m., and to enter into **Executive Session, pursuant to Massachusetts General Laws chapter 30A, § 21(a)(7), namely chapter 4, Section 7, paragraph 26(l)**, to review examination materials.

Adjournment

A MOTION was made by Ms. Cohen, seconded by Ms. Gilroy, to adjourn the meeting at 3:03 p.m.

The Chair called for a Roll call vote:

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

The Motion passed 7-0.

The above Minutes were approved at the open meeting held on August 15th, 2024.



Richard Lawless, Executive Director

Documents Used During the Meeting:

Agenda

Draft Public Meeting Minutes from April 30, 2024

Proposed Hybrid Curriculum from MCI Framingham

Revised School Checklists and Opening Guidelines

Documentation from Lowell Academy Hairstyling Institute