



STATE OF WASHINGTON
DEPARTMENT OF LICENSING
Cosmetology/PO Box 9026, Olympia, WA 98507-9026

**COSMETOLOGY, BARBERING, ESTHETICS AND MANICURING
ADVISORY BOARD MINUTES**

Date of Meeting: November 9, 2015

Location: DOL Offices, 405 Black Lake Blvd SW, Olympia, WA 98502

Board Members Present: Tina Evans, Vice Chair; Katie Collette; Jeri Bryant; Victoria Kile; Kristina Valiani; Douglas Hoggatt; Shari Purves-Reiter

Board Members Absent: Megan Pedersen

Staff present: Susan Colard, Administrator
Kathe McDaniel, Assistant Administrator
Doron Maniece, Program Manager
Lori Gartland, Regulatory Compliance Manager
Steve Eacker, Inspections Manager
Karen Sloan, Schools Manager
Cameron Dalmas, Administrative Assistant

Call to order and Welcome

- Tina Evans, Vice Chair, called the meeting to order at 9:00 a.m.
- Introductions were made of board members, staff, and audience. Tina Evans introduced Shari Purves-Reiter, our new public board member. Shari reported she works for Labor and Industries doing small business and consumer education. Shari also reported she participates on a salon compliance project along with Susan Colard and numerous agencies.

Tina Evans reported there are other vacancies on the board and Susan Colard indicated applications are being reviewed at this time.

Susan Colard reported that Megan Pedersen reapplied to be on the board and has been selected for a second three-year term. She will continue to serve as Chair with Tina Evans as Vice Chair.

Approval of July 13, 2015 minutes

MOTION: Katie Collette moved to approve the July 13, 2015, minutes.

SECOND: Victoria Kile seconded the motion.

Motion Approved.

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There will be a combined board meeting of all Business and Professions board groups within the Department of Licensing on Wednesday, April 20, 2016, at the Red Lion Hotel, Olympia. Business and Professions Assistant Director, Kathleen Drew, would like all boards to share and experience board member training.

Proposed 2016 Schedule

Cameron Dalmas proposed the schedule of meeting dates and workshops for 2016. The dates will be posted on the dol.wa.gov webpage.

Board Members Report on New Trends

Kristina Valiani reported the Associated Skin Care Professionals (ASCP) has recently announced a complimentary membership for students for a full year with access to *Skin Deep* magazine and an online profile.

Katie Collette asked about sanitation and disinfection of boar-bristle brushes. Schools and salons in her network of contacts are using Clippercide or a citrus cleanser to treat the tools. Katie also reported she worked in Boise, Idaho for L'Oréal Professional and taught at a med spa there.

Douglas Carl Hoggatt reported the apprentice program is growing and the number of participating salons is higher than normal.

Jeri Bryant asked whether or not it is appropriate to speak on tax increases at board meetings. Susan Colard responded there has been no increases to licensing fees. Jeri also mentioned there is a nail salon in the Wenatchee area that is having a problem with reusing nail files.

Tina Evans reported she attended the Career Educators Alliance (CEA) conference in Phoenix, Arizona. There was a lot of focus on new technology. She stated Milady is offering Mind Tap and Pivot Point is offering The Lab as a resource tool for online education. She attended a two-hour class on electronic "apps" to aid in teaching. Next year's conference will be July 30 through August 1, 2015 in Las Vegas. Tina also reported she did some research on cosmetology hours and trends in other states.

Victoria Kile reported the National Accrediting Commission of Career Arts and Sciences (NACCAS) is pushing for across the board standardization of 1600 cosmetology hours across the United States. Victoria also reported her school has replaced textbooks with tablets in her school and it is working out really well.

Examination Vendor

Susan Colard reported the transition to PSI was expected to begin on January 4, 2016. She also reported Ergometrics scheduling availability has been impacted by this transition. Susan Colard reported that anyone with scheduling issues should contact Karen Sloan.

NIC Update

Susan Colard reported she attended the National-Interstate Council of State Boards of Cosmetology (NIC) annual conference which consists of regulatory board members, staff and administrators.

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Susan was nominated and appointed chair of the administrators' committee. This group is working on a model uniform law that could be available to all states.

Other topics included certification, reciprocity, foreign application credentials and infection control. Susan is also chair of the inspection and citation committee. Susan will be speaking with Nevada's Focused Action Inspection Response (FAIR) team which is a similar model to Washington's high risk program. The goal is to build consistency in the states. Other areas of focus include a uniform inspection manual and consistency on banned devices and services. Susan also spoke about fraud in schools and Washington State's success in closing approximately 14 schools. Other states are very interested in our data collection efforts.

Douglas Hoggatt asked if tips and tip reporting has been discussed at the national level. Susan Colard said she would bring it to the next administrators' meeting. Susan Colard discussed the situation of students working on paying clients and talked about the need to have it addressed in RCW. She suggested we should begin discussions in the next year. Another issue to consider is the requirement in RCW that licenses expiring and cancelling after one year requires individuals to retest.

Rules Update

Susan Colard reported the safety and sanitation rules review and the SHB 1063 for distance learning, hair design and instructor competency were intentionally kept as separate rules filings. There will be two separate rule hearings on December 4, 2015. One will start at 10:30 with the second rule hearing following immediately after at 11:00 a.m. Implementation dates for both rules will be on February 1, 2016.

Licensing Update

Doron Maniece, the new Cosmetology program manager, reported there are 4 Customer Service Specialists who perform all of the licensing functions for the state. There is also one supervisor and one Licensing Services Manager for schools. Doron reported out on the following statistics:

- 62,944 operators
- 1,579 instructors
- 13,292 salon shops
- 193 personal service licenses
- 12 mobile units
- 86 schools

Doron Maniece asked for suggestions and new ideas on how the Department of Licensing could improve on services and requested responses be submitted to him directly. He also reported on the updated on line renewal system called SOLAR. On line renewals no longer require a password, and is much easier to use with only the license number, birthdate, and last four numbers of the social security number required. School renewals will be added in the future. We also encourage all licensees to update their addresses when renewing on line. We are starting to collect email addresses and the goal is to continue towards a paperless environment.

Schools and Apprenticeship Update

Karen Sloan reported there are 86 active licensed schools in Washington State and 2 pending licensure. She reported the new locations are in Yakima and Olympia. Karen Sloan also stated 4 schools have closed and the locations are in Mount Vernon, Yakima, Sunnyside and Vancouver. There are currently 40 approved apprentice salons with 29 apprentices currently earning hours. All audits and pre-inspections are up-to-date.

Inspection Report

Steve Eacker reported on the following top safety and sanitation violations from July 11, 2015 through November 9, 2015. He stated a total of 4,074 inspections were completed.

Top 10 violations for this period:

- 793 Improper storage of disinfected tools and implements in a closed, non-airtight container or UV sterilizer
- 536 Improper sanitation of headrests, shampoo bowls
- 492 Improper labeling of all bottles and containers
- 477 Improper posting of required credentials and information
- 378 Operator license with photograph not posted
- 371 Improper storage of tools and implements
- 369 All waste must be deposited in a covered waste disposal container.
- 281 Improper disinfection of tools and implements
- 281 Improper disinfection of nonelectrical tools and implements
- 256 All waste containers must be emptied when full and at end of each day and kept clean by sanitizing or using plastic liners

Compliance Report

Lori Gartland provided a report for the quarter:

- 283 new complaints opened
- 264 complaints closed
- 148 statements of charges (fines assessed)
- 238 technical assistance letters sent (56% response rate)

Lori Gartland described the safety and sanitation disciplinary action plan process that includes follow-up inspections on previously failed shops. We have closed 2 salons with the immediate summary suspension process. Both salons have since reopened and we will monitor with additional inspections during the year. We have also been successful using collection agencies to collect fines.

David Kile asked about the availability of having permanent inspectors on the East side. Susan Colard reported any unlicensed activity reported to the department is investigated and egregious complaints are taken very seriously. Susan also reported that previous experiences with inspectors assigned permanently on the East side of the state were not successful.

Open Public Input

David Kile and Frank Trieu commented on the problem schools are having with the mandated number of hours that schools are required to teach. Susan Colard requested they submit an email to the Department outlining their concerns.

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Agenda items for the next meeting

Board member trends/reports

Testing vendor update - Tina Evans asked for an update from the testing vendor on the new hair design exam and an overview of what is required for examination. Susan Colard responded that DOL can get the Candidate Information Bulletin (CIB) from NIC and report out at the next meeting.

Department updates

- NIC update
- Rules Update
- Inspections Update – Katie Collette would like to see additional information from the state on disinfection of boar bristle tools and wood handle implements and how they are handled by inspectors during an inspection.
- Jeri Bryant requested information on unlicensed makeup artists performing cosmetology or esthetics services, especially for weddings. Lori Gartland will do a report out at the next meeting. Victoria Kile reminded the group that students are currently tested on makeup and we should have a discussion about that portion of the National Exam.
- Schools Update

MOTION: Douglas Hoggatt moved to adjourn the meeting.

SECOND: Katie Collette seconded the motion.

All were in favor.

The meeting was adjourned.

Prepared by:

Cameron Dalmas 4/20/16
Cameron Dalmas Date
Administrative Assistant

Submitted by:

Susan Colard 5/13/16
Susan Colard Date
Administrator

Approved by Board:

Megan E Pedersen 4/20/2016
Megan Pedersen Date
Board Chair