



**STATE OF WASHINGTON
DEPARTMENT OF LICENSING
COSMETOLOGY, HAIR DESIGN, BARBERING,
ESTHETICS, AND MANICURING ADVISORY BOARD
SPECIAL MEETING MINUTES**

DATE: Monday December 12, 2022
TIME: 1:00 PM
LOCATION: Virtual via Teams

BOARD MEMBERS: Frank Trieu, Private Schools, Chair
Sylvia Garcia, Public School, Vice-Chair
Curtis Rice, Barber
Geri Merklin, Cosmetology
Shawna Martin, Manicurist
Iyana Thomas, Hair Design
Lara Olsha, Master Esthetician (Late)
Shari Reiter-Johnson, Public Member (Absent)
Lacey Nygard, 750 Hour Esthetician (Absent)
Tovi Wilkins, Apprentice Salon (Absent)

STAFF: Sandy Baur, Program Specialist 5
Saundra Schaefer, Program Specialist 3
Kelsey Stone, Management Analyst 5

AGENDA:

1. Call to Order

Chair Frank Trieu called the meeting to order at **1:01 PM**.

1.1. Introductions

Program Specialist Saundra Schaefer conducted roll call and all Board Members were present except Lara Olsha who arrived later and Shari Reiter-Johnson, Lacey Nygard, and Tovi Wilkins who were absent.

2. New Business

2.1. Annual Board Training

Program Specialist Sandy Baur provided training on the Open Public Meetings Act (OPMA), Ethics in Public Service, Public Records Disclosure, and Parliamentary Procedures.

Regarding Ethics in Public Service, Ms. Baur clarified that if the whole industry benefits because of a Board Member's decision, action, or inaction, it is not considered a conflict of interest. A conflict of interest arises if the benefit is only

to the individual Board Member and/or their family members. If a Board Member believes a decision, action, or inaction may be a conflict of interest, they should disclose the conflict and recuse themselves.

Regarding lobbying, Ms. Baur clarified that, as a private citizen, a Board Member has a right to talk with legislators on behalf of themselves or their business. A clear distinction must be made in all communication that the advice or opinion is not provided as representation of the Board but comes from their role as a private citizen.

Ms. Baur confirmed that the Chair can vote on any motions made during Board meetings.

Management Analyst Kelsey Stone provided Legislature 101 training regarding the steps a bill takes through the legislative process.

Ms. Stone clarified that DOL does not reach out to stakeholders regarding legislation related to their industry as DOL is nonpartisan and cannot appear biased. She said that anyone interested can join ListServ updates regarding bills relevant to DOL and make their own choice if they want to attend hearings. She also provided the Legislature website, www.leg.wa.gov, and shared the option to sign up for GovDelivery notifications on different subjects such as bill status and committee meeting information.

Board Member Sylvia Garcia clarified if someone wanted to start legislation, they would need to contact their legislator or senator to have a conversation. Ms. Stone added you can find out who represents you on www.leg.wa.gov. Additionally, anyone can reach out to any senator or committee chair or vice chair with questions about bills.

3. Public Comment Opportunity

There were no public comments.


4. Adjournment

Chair Trieu adjourned the meeting at **1:55 PM**.

Next Meeting:

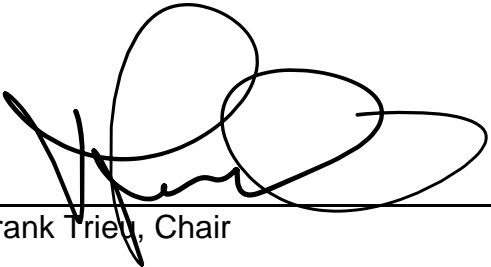
April 27, 2023 at 10:00 AM
Virtual via Teams

Submitted by:


Debra Allen-Ba, Assistant Administrator

04-27-2023
Date

Approved by:


Frank Trieu, Chair

04-27-2023
Date