

**BOARD FOR BARBERS AND COSMETOLOGY
TENTATIVE AGENDA**

Monday, November 18, 2019 – 9:00 a.m., Board Room 2, 2nd Floor
Department of Professional and Occupational Regulation, 9960 Mayland Drive
Richmond, Virginia 23233 804-367-8590

I. CALL TO ORDER

II. APPROVAL OF AGENDA

1. Board for Barbers and Cosmetology Board Meeting Tentative Agenda, November 18, 2019

III. APPROVAL OF MINUTES

2. Board for Barbers and Cosmetology Meeting Draft Minutes, September 9, 2019
3. Board for Barbers and Cosmetology – Standing Committee on Training, Draft Minutes, September 9, 2019

IV. COMMUNICATIONS

4. Letter from Ana Santanello regarding out-of-country training
5. Letter from Merry Burney regarding training for master permanent cosmetic tattooers
6. Letter from Christopher Walck regarding proposed changes to cosmetology curriculum

V. PUBLIC COMMENT PERIOD *

VI. CASES

- | | | | | |
|-----|------------|---|----------------------|---------------|
| 7. | 2016-03143 | Le Huyen Thi Nguyen | <i>(Dang)</i> | Disciplinary |
| 8. | 2016-03149 | Leakhena Key | <i>(Dang)</i> | Disciplinary |
| 9. | 2018-02040 | Laura Michelle Fisher | <i>(Quesenberry)</i> | Disciplinary |
| 10. | 2018-02347 | Lillique MedSpa LLC dba Lillique Training Institute | <i>(Quesenberry)</i> | Disciplinary |
| 11. | 2018-03268 | Thuy-Linh Thi Nguyen | <i>(Quesenberry)</i> | Disciplinary |
| 12. | 2018-03355 | Saint Universal Paulino LP | <i>(Quesenberry)</i> | Disciplinary |
| 13. | 2016-02956 | Anh Ngoc Nguyen | | Consent Order |
| 14. | 2016-03030 | Bich Phuong Thi Hoang | | Consent Order |
| 15. | 2016-03084 | Lan T. Nguyen | | Consent Order |
| 16. | 2016-03122 | Nhi Yen Huynh | | Consent Order |
| 17. | 2016-03167 | Linh T. Nguyen | | Consent Order |
| 18. | 2016-03300 | Hai Tuan Tran | | Consent Order |
| 19. | 2017-02269 | Ut Thi Nguyen | | Consent Order |
| 20. | 2019-01318 | Mary Jo Myers | | Consent Order |
| 21. | 2019-02455 | Inae Kim Itoh | | Consent Order |
| 22. | 2019-01015 | Tameika Rose Douglas | | Licensing |
| 23. | 2019-03014 | Jabar Ali Taylor | | Licensing |
| 24. | 2019-03015 | Travis Terrell Holloman | | Licensing |
| 25. | 2019-03016 | LeCorie Jermaine Manns | | Licensing |

- | | | |
|----------------|-------------------------|-----------|
| 26. 2019-03035 | Kevin Ja’Vone Jones | Licensing |
| 27. 2019-03180 | Rhonda Gale Patsell | Licensing |
| 28. 2020-00362 | Alexis Omega Davis | Licensing |
| 29. 2020-00364 | Melissa-Gay Avant Jones | Licensing |

VII. EXAMINATIONS

A. STATISTICS

B. REPORT ON EXAMINATION VENDOR TRANSITION

VIII. REGULATORY ACTION AND BOARD GUIDANCE

A. REGULATORY REPORT

B. STANDING COMMITTEE REPORT

IX. NEW BUSINESS

A. REPORT ON NEW BOARD MEMBER TRAINING CONFERENCE

B. REPORT ON IDENTIFYING RISKS IN BEAUTY SERVICES CONFERENCE

C. PILOT INSPECTION PROGRAM

D. BOARD ELECTIONS

X. OTHER BUSINESS

XI. ADJOURN

* 5-minute public comment, with the exception of any open disciplinary files. Persons desiring to attend the meeting and requiring special accommodations and/or interpretive services should contact the Board Office at (804) 367-8590 at least ten (10) days before the meeting so that suitable arrangements can be made for an appropriate accommodation. The Department and Board fully comply with the Americans with Disabilities Act.

NEXT MEETING DATE: January 13, 2020

2020 MEETING DATES:

March 9, 2020

May 11, 2020

July 13, 2020

September 14, 2020

November 9, 2020

DRAFT AGENDA
Materials contained in this agenda are proposed topics for discussion
and are not to be construed as regulation or official Board position.
DRAFT AGENDA

BOARD FOR BARBERS AND COSMETOLOGY

DRAFT MINUTES OF MEETING

The Board for Barbers and Cosmetology met on Monday, September 9, 2019, at the Offices of the Department of Professional and Occupational Regulation, 9960 Mayland Drive, 2nd Floor, Board Room 4, Richmond, Virginia. The following board members were present:

Oanh Pham Kim Dang
Margaret B. LaPierre
Josie R. Mace
Alfred O. Mayes
Lonnie Quesenberry
Matthew D. Roberts

The following board members were not present:

Gilda Acosta
Darrin L. Hill
Anne R. McCaffrey

DPOR staff present for all or part of the meeting included:

Mary Broz-Vaughan, Acting Director
Stephen Kirschner, Regulatory Operations Administrator
Tamika Rodriguez, Licensing Operations Administrator
Cathy Clark, Administrative Assistant

Representative from the Office of the Attorney General was present for all or part of the meeting:

Elizabeth Peay, Assistant Attorney General

Mr. Quesenberry, Chair, determined a quorum was present and called the meeting to order at 9:12 a.m.

Call to Order

The Board took the agenda under consideration. Mr. Quesenberry asked for any amendments. Mr. Kirschner stated that additional case exhibits were distributed for the Board's review regarding Case Number 2019-02676, Courtney Elissa Stevens. Mr. Quesenberry suggested that items number 4 and 20 on the Agenda be considered by the Board consecutively, as both cases relate to the same licensee, Huong Thu Duong.

Approval of Agenda

Upon a motion by Ms. LaPierre and seconded by Mr. Roberts, the Board voted to adopt the amended Agenda.

The members voting 'yes' were Ms. Dang, Ms. LaPierre, Ms. Mace, Mr. Mayes, Mr. Quesenberry, and Mr. Roberts. There were no negative votes. The motion passed unanimously.

The Board took the minutes of the July 29, 2019 Board Meeting and the July 29, 2019 Standing Committee on Training under consideration. Mr. Quesenberry asked for any amendments. There were none.

Upon a motion by Ms. LaPierre and seconded by Mr. Mayes, the Board voted to approve the minutes.

The members voting 'yes' were Ms. Dang, Ms. LaPierre, Ms. Mace, Mr. Mayes, Mr. Quesenberry, and Mr. Roberts. There were no negative votes. The motion passed unanimously.

Mr. Kirschner introduced two written communications, of which the Board was provided copies. The communications included a letter dated August 28, 2019 from Lester D. Mardiks, Senior Vice President and General Counsel for the Ratner Companies (**Addendum 1**) and an email message dated September 4, 2019 from Barbara Parker regarding reinstatement of an expired esthetician license.

Mr. Quesenberry asked if there was any public comment.

Mr. Nicholas Landay, owner/operator of PR Academy, a cosmetology school in McLean, Virginia, addressed the topic of non-accredited schools accepting transfer students from accredited schools. The Board took Mr. Landay's comments under advisement.

In the matter of **File Number 2019-02698, Huang Thu Duong**, the Board reviewed the record which consisted of the Summary of the Informal Fact-Finding Conference, investigative file, Report of Findings, transcript and exhibits. Huang Thu Duong did not appear at the meeting in person, by counsel, or by any other qualified representative.

Concerning Count 1, upon a motion by Ms. LaPierre and seconded by Mr. Roberts, the Board adopted the Report of Findings which contains the facts regarding the regulatory and/or statutory issues in this matter, and the Summary of the Informal Fact-Finding Conference, and found substantial evidence that Huang Thu Duong violated the following section of its Regulations:

Count 1: 18 VAC 41-20-280.3

The members voting 'yes' were Ms. Dang, Ms. LaPierre, Ms. Mace, Mr. Mayes, Mr. Quesenberry, and Mr. Roberts. There were no negative votes. The motion passed unanimously.

Approval of Minutes for the July 29, 2019 Board Meeting and Standing Committee on Training

Communication

Public Comment

Cases

File Number 2019-02698, Huang Thu Duong

Concerning Count 1, upon a motion by Ms. LaPierre and seconded by Mr. Roberts, the Board voted to accept the recommended sanctions contained in the Summary of the Informal Fact-Finding Conference and to impose the following sanction(s):

| | | |
|----------------------------|--------------------|-----------|
| Count 1: | 18 VAC 41-20-280.3 | \$ 500.00 |
| | | ----- |
| TOTAL (MONETARY PENALTIES) | | \$ 500.00 |

The members voting 'yes' were Ms. Dang, Ms. LaPierre, Ms. Mace, Mr. Mayes, Mr. Quesenberry, and Mr. Roberts. There were no negative votes. The motion passed unanimously.

In the matter of **File Number 2019-02697, Huong Thu Duong**, the Board reviewed the record which consisted of the application file, transcript, exhibits, and the Summary of the Informal Fact-Finding Conference. Huong Thu Duong did not appear at the meeting in person, by counsel, or by any other qualified representative.

File Number 2019-02697, Huong Thu Duong

Upon a motion by Mr. Roberts and seconded by Ms. Mace, the Board voted to accept the recommendation in the Summary of the Informal Fact-Finding Conference and approve Huong Thu Duong's Nail Tech Instructor license application.

The members voting 'yes' were Ms. Dang, Ms. LaPierre, Ms. Mace, Mr. Mayes, Mr. Quesenberry, and Mr. Roberts. There were no negative votes. The motion passed unanimously.

Upon a motion by Ms. LaPierre and seconded by Mr. Roberts, the Board voted to accept five of the seven Consent Orders as a block, including Agenda Items 5, 6, 8, 10, and 11.

Board Considers and Accepts Certain Consent Order Cases As Block

The members voting 'yes' were Ms. Dang, Ms. LaPierre, Ms. Mace, Mr. Mayes, Mr. Quesenberry, and Mr. Roberts. There were no negative votes. The motion passed unanimously.

In the matter of **File Number 2016-03026, Thavy Da**, the Board reviewed the record, which consisted of the Consent Order. Thavy Da did not appear at the meeting in person, by counsel, or by any other qualified representative.

File Number 2016-03026, Thavy Da

By signing the Consent Order, Thavy Da acknowledges an understanding of the charges and admits to the violation of the Count as outlined in the Report of Findings and consents to the following term(s):

| | | |
|----------|----------------------|-------------|
| Count 1: | 18 VAC 41-20-280.A.3 | \$ 1,000.00 |
|----------|----------------------|-------------|

(Two violations at \$500 each)

| | |
|--------------------------------|-------------|
| SUB-TOTAL (MONETARY PENALTIES) | \$ 1,000.00 |
| BOARD COSTS | \$ 150.00 |
| TOTAL | \$ 1,150.00 |

In addition, for violation of Count 1, Thavy Da agrees to revocation of her Cosmetologist license, Number 1201111746.

Upon a motion by Ms. LaPierre and seconded by Mr. Roberts, the Board voted to accept the Consent Order.

The members voting 'yes' were Ms. Dang, Ms. LaPierre, Ms. Mace, Mr. Mayes, Mr. Quesenberry, and Mr. Roberts. There were no negative votes. The motion passed unanimously.

In the matter of **File Number 2016-03034, Bich-Lieu Thi Tran**, the Board reviewed the record, which consisted of the Consent Order Bich-Lieu Thi Tran did not appear at the meeting in person, by counsel, or by any other qualified representative.

File Number 2016-03034, Bich-Lieu Thi Tran

By signing the Consent Order, Bich-Lieu Thi Tran acknowledges an understanding of the charges and admits to the violation of the Count as outlined in the Report of Findings and consents to the following term(s):

| | | |
|--------------------------------|----------------------------------|-------------|
| Count 1: | 18 VAC 41-20-280.A.3 | \$ 2,250.00 |
| | (Three violations at \$750 each) | |
| SUB-TOTAL (MONETARY PENALTIES) | | \$ 2,250.00 |
| BOARD COSTS | | \$ 150.00 |
| TOTAL | | \$ 2,400.00 |

In addition, for violation of Count 1, Bich-Lieu Thi Tran agrees to revocation of her Cosmetologist license, Number 1201110220.

Upon a motion by Ms. LaPierre and seconded by Mr. Roberts, the Board voted to accept the Consent Order.

The members voting 'yes' were Ms. Dang, Ms. LaPierre, Ms. Mace, Mr. Mayes, Mr. Quesenberry, and Mr. Roberts. There were no negative votes. The motion passed unanimously.

In the matter of **File Number 2019-00619, Annie Beauty & Tech Inc dba Annie Beauty & Tech School**, the Board reviewed the record, which consisted

File Number 2019-00619, Annie

of the Consent Order. Annie Beauty & Tech did not appear at the meeting in person, by counsel, or by any other qualified representative.

Beauty & Tech Inc
dba Annie Beauty
& Tech School

By signing the Consent Order, Annie Beauty & Tech Inc acknowledges an understanding of the charges and admits to the violation of the Counts as outlined in the Report of Findings and consents to the following term(s):

| | | |
|----------|--------------------------------|-------------|
| Count 1: | 18 VAC 41-20-260.B | \$ 1,200.00 |
| | (Two violations at \$600 each) | |
| Count 2: | 18 VAC 41-20-240.A & B | \$ 1,250.00 |
| Count 3: | 18 VAC 41-20-270.B.7 | \$ 50.00 |
| Count 4: | 18 VAC 41-20-270.C.1 | \$ 50.00 |
| Count 5: | 18 VAC 41-20-270.C.8 | \$ 50.00 |
| Count 6: | 18 VAC 41-20-270.D.1 | \$ 100.00 |
| Count 7: | 18 VAC 41-20-120.D | \$ 0.00 |
| | ----- | |
| | SUB-TOTAL (MONETARY PENALTIES) | \$ 2,700.00 |
| | BOARD COSTS | \$ 150.00 |
| | TOTAL | \$ 2,850.00 |

In addition, for violation of Counts 2 and 7, Annie Beauty & Tech Inc agrees to revocation of its Cosmetology School license, Number 1205001281.

Upon a motion by Ms. LaPierre and seconded by Mr. Roberts, the Board voted to accept the Consent Order.

The members voting 'yes' were Ms. Dang, Ms. LaPierre, Ms. Mace, Mr. Mayes, Mr. Quesenberry, and Mr. Roberts. There were no negative votes. The motion passed unanimously.

In the matter of **File Number 2019-01465, M & P Stonebridge LLC dba Creative Nail & Spa**, the Board reviewed the record, which consisted of the Consent Order. M & P Stonebridge LLC did not appear at the meeting in person, by counsel, or by any other qualified representative.

File Number 2019-
01465, M & P
Stonebridge LLC
dba Creative Nail
& Spa

By signing the Consent Order, M & P Stonebridge LLC acknowledges an understanding of the charges and admits to the violation of the Counts as outlined in the Report of Findings and consents to the following term(s):

| | | |
|----------|----------------------|-----------|
| Count 1: | 18 VAC 41-20-260.A | \$ 100.00 |
| Count 2: | 18 VAC 41-20-270.E.1 | \$ 50.00 |
| Count 3: | 18 VAC 41-20-270.I | \$ 50.00 |
| Count 4: | 18 VAC 41-20-270.B.2 | \$ 100.00 |

| | | |
|--------------------------------|----------------------|-----------|
| Count 5: | 18 VAC 41-20-270.B.3 | \$ 100.00 |
| Count 6: | 18 VAC 41-20-270.E.2 | \$ 100.00 |
| | | ----- |
| SUB-TOTAL (MONETARY PENALTIES) | | \$ 500.00 |
| BOARD COSTS | | \$ 150.00 |
| TOTAL | | \$ 650.00 |

Upon a motion by Ms. LaPierre and seconded by Mr. Roberts, the Board voted to accept the Consent Order.

The members voting 'yes' were Ms. Dang, Ms. LaPierre, Ms. Mace, Mr. Mayes, Mr. Quesenberry, and Mr. Roberts. There were no negative votes. The motion passed unanimously.

In the matter of **File Number 2019-01693, Maria Michelle Hillard**, the Board reviewed the record, which consisted of the Consent Order. Maria Michelle Hillard did not appear at the meeting in person, by counsel, or by any other qualified representative.

File Number 2019-01693, Maria Michelle Hillard

By signing the Consent Order, Maria Michelle Hillard acknowledges an understanding of the charges and admits to the violation of the Count as outlined in the Report of Findings and consents to the following term(s):

| | | |
|--------------------------------|----------------------|-------------|
| Count 1: | 18 VAC 41-20-280.A.4 | \$ 1,350.00 |
| | | ----- |
| SUB-TOTAL (MONETARY PENALTIES) | | \$ 1,350.00 |
| BOARD COSTS | | \$ 150.00 |
| TOTAL | | \$ 1,500.00 |

Upon a motion by Ms. LaPierre and seconded by Mr. Roberts, the Board voted to accept the Consent Order.

The members voting 'yes' were Ms. Dang, Ms. LaPierre, Ms. Mace, Mr. Mayes, Mr. Quesenberry, and Mr. Roberts. There were no negative votes. The motion passed unanimously.

Mr. Quesenberry recused himself from the meeting, and Ms. LaPierre, Co-Chair, assumed the Chair.

Mr. Quesenberry recused

In the matter of **File Number 2019-00328, Custom Nails & Spa Corporation**, the Board reviewed the record, which consisted of the Consent Order. Custom Nails & Spa Corporation did not appear at the meeting in person, by counsel, or by any other qualified representative.

File Number 2019-00328, Custom Nails & Spa Corporation

By signing the Consent Order, Custom Nails & Spa Corporation acknowledges an understanding of the charges and admits to the violation of the Count as outlined in the Report of Findings and consents to the following term(s):

| | | |
|--------------------------------|----------------------|-----------|
| Count 1: | 18 VAC 41-20-270.B.8 | \$ 100.00 |
| Count 2: | 18 VAC 41-20-270.D.1 | \$ 100.00 |
| | | ----- |
| SUB-TOTAL (MONETARY PENALTIES) | | \$ 200.00 |
| BOARD COSTS | | \$ 150.00 |
| TOTAL | | \$ 350.00 |

Upon a motion by Mr. Mayes and seconded by Mr. Roberts, the Board voted to accept the Consent Order.

The members voting 'yes' were Ms. Dang, Ms. LaPierre, Ms. Mace, Mr. Mayes, and Mr. Roberts. There were no negative votes. The motion passed unanimously.

As a Board representative in this case, Mr. Quesenberry was not present, did not participate in the discussion, and did not vote on this matter.

Mr. Quesenberry returned to the meeting and resumed the Chair.

Ms. LaPierre recused herself from the meeting.

Ms. LaPierre
Recused

In the matter of **File Number 2019-01354, Salon Haley Inc dba Haley Too Salon and Day Spa**, the Board reviewed the record, which consisted of the Consent Order. Salon Haley Inc did not appear at the meeting in person, by counsel, or by any other qualified representative.

File Number 2019-
01354, Salon
Haley Inc dba
Haley Too Salon
and Day Spa

By signing the Consent Order, Salon Haley Inc acknowledges an understanding of the charges and admits to the violation of the Counts as outlined in the Report of Findings and consents to the following term(s):

| | | |
|----------|----------------------------------|-------------|
| Count 1: | 18 VAC 41-20-280.14 | \$ 2,000.00 |
| | (Two violations at \$1,000 each) | |
| Count 2: | 18 VAC 41-20-270.E.1 | \$ 200.00 |
| Count 3: | 18 VAC 41-20-270.I | \$ 200.00 |
| Count 4: | 18 VAC 41-20-270.C.4 | \$ 200.00 |
| Count 5: | 18 VAC 41-20-270.B.8 | \$ 200.00 |
| Count 6: | 18 VAC 41-20-270.D.1 | \$ 200.00 |
| Count 7: | 18 VAC 41-20-270.D.6 | \$ 200.00 |

| | | |
|--------------------------------|----------------------|-------------|
| Count 8: | 18 VAC 41-20-270.E.2 | \$ 200.00 |
| | | ----- |
| SUB-TOTAL (MONETARY PENALTIES) | | \$ 3,400.00 |
| BOARD COSTS | | \$ 150.00 |
| TOTAL | | \$ 3,550.00 |

Upon a motion by Mr. Roberts and seconded by Ms. Dang, the Board voted to accept the Consent Order.

The members voting 'yes' were Ms. Dang, Ms. Mace, Mr. Mayes, Mr. Quesenberry, and Mr. Roberts. There were no negative votes. The motion passed unanimously.

As a Board representative in this case, Ms. LaPierre was not present, did not participate in the discussion, and did not vote on this matter.

Ms. LaPierre returned to the meeting.

In the matter of **File Number 2019-01337, Derrick James Sydnor**, the Board reviewed the record which consisted of the application files, transcript, exhibits, and the Summary of the Informal Fact-Finding Conference. Derrick James Sydnor appeared at the meeting in person and addressed the Board.

File Number 2019-01337, Derrick James Sydnor

Upon a motion by Ms. Mace and seconded by Mr. Mayes, the Board voted to accept the recommendation in the Summary of the Informal Fact-Finding Conference and approve Derrick James Sydnor's Barber license application.

The members voting 'yes' were Ms. Dang, Ms. LaPierre, Ms. Mace, Mr. Mayes, Mr. Quesenberry, and Mr. Roberts. There were no negative votes. The motion passed unanimously.

In the matter of **File Number 2019-02472, Curtis Wayne Givens**, the Board reviewed the record which consisted of the application file, transcript, exhibits, and the Summary of the Informal Fact-Finding Conference. Curtis Wayne Givens did not appear at the meeting in person, by counsel, or by any other qualified representative.

File Number 2019-02472, Curtis Wayne Givens

Upon a motion by Ms. LaPierre and seconded by Mr. Roberts, the Board voted to accept the recommendation in the Summary of the Informal Fact-Finding Conference and deny Curtis Wayne Givens' license application.

The members voting 'yes' were Ms. Dang, Ms. LaPierre, Mr. Mayes, Mr. Quesenberry, and Mr. Roberts. The member voting 'no' was Ms. Mace. The motion passed by a majority.

In the matter of **File Number 2019-02672, Robert Jason Fields**, the Board reviewed the record which consisted of the application files, transcript, exhibits, and the Summary of the Informal Fact-Finding Conference. Robert Jason Fields did not appear at the meeting in person, by counsel, or by any other qualified representative.

File Number 2019-02672, Robert Jason Fields

Upon a motion by Mr. Roberts and seconded by Mr. Mayes, the Board voted to accept the recommendation in the Summary of the Informal Fact-Finding Conference and approve Robert Jason Fields' Tattooer license application.

The members voting 'yes' were Ms. Dang, Ms. Mace, Mr. Mayes, Mr. Quesenberry, and Mr. Roberts. The member voting 'no' was Ms. LaPierre. The motion passed by a majority.

In the matter of **File Number 2019-02673, Timothy Adrain Jones**, the Board reviewed the record which consisted of the application files, transcript, exhibits, and the Summary of the Informal Fact-Finding Conference. Timothy Adrain Jones did not appear at the meeting in person, by counsel, or by any other qualified representative.

File Number 2019-02673, Timothy Adrain Jones

Upon a motion by Ms. LaPierre and seconded by Ms. Mace, the Board voted to accept the recommendation in the Summary of the Informal Fact-Finding Conference and approve Timothy Adrain Jones' Barber license application.

The members voting 'yes' were Ms. Dang, Ms. LaPierre, Ms. Mace, Mr. Mayes, Mr. Quesenberry, and Mr. Roberts. There were no negative votes. The motion passed unanimously.

In the matter of **File Number 2019-02674, Melissa Giselle Diaz-Marty**, the Board reviewed the record which consisted of the application files, transcript, exhibits, and the Summary of the Informal Fact-Finding Conference. Ms. Debra Fortune, Cosmetology instructor for Fluvanna Correctional Center for Women, appeared at the meeting in person and addressed the Board on behalf of Ms. Diaz-Marty.

File Number 2019-02674, Melissa Giselle Diaz-Marty

Upon a motion by Ms. LaPierre and seconded by Mr. Mayes, the Board voted to accept the recommendation in the Summary of the Informal Fact-Finding Conference and approve Melissa Giselle Diaz-Marty's Cosmetologist license application.

The members voting 'yes' were Ms. Dang, Ms. LaPierre, Ms. Mace, Mr. Mayes, Mr. Quesenberry, and Mr. Roberts. There were no negative votes. The motion passed unanimously.

In the matter of **File Number 2019-02675, Carol Lynette Brooks**, the Board reviewed the record which consisted of the application files, transcript, exhibits,

File Number 2019-02675, Carol

and the Summary of the Informal Fact-Finding Conference. Ms. Debra Fortune, Cosmetology Instructor for Fluvanna Correctional Center for Women, appeared at the meeting in person and addressed the Board on behalf of Ms. Brooks.

Lynette Brooks

Upon a motion by Mr. Mayes and seconded by Ms. Mace, the Board voted to accept the recommendation in the Summary of the Informal Fact-Finding Conference and approve Carol Lynette Brooks' Cosmetologist license application.

The members voting 'yes' were Ms. Dang, Ms. LaPierre, Ms. Mace, Mr. Mayes, Mr. Quesenberry, and Mr. Roberts. There were no negative votes. The motion passed unanimously.

In the matter of **File Number 2019-02676, Courtney Elissa Stevens**, the Board reviewed the record which consisted of the application files, transcript, exhibits, and the Summary of the Informal Fact-Finding Conference. Courtney Elissa Stevens did not appear at the meeting in person, by counsel or by any other qualified representative.

File Number 2019-02676, Courtney Elissa Stevens

Upon a motion by Ms. Mace and seconded by Ms. LaPierre, the Board voted to accept the recommendation in the Summary of the Informal Fact-Finding Conference and approve Courtney Elissa Stevens' Cosmetologist license application.

The members voting 'yes' were Ms. Dang, Ms. LaPierre, Ms. Mace, Mr. Mayes, Mr. Quesenberry, and Mr. Roberts. There were no negative votes. The motion passed unanimously.

In the matter of **File Number 2019-02677, Huy Duc Nguyen**, the Board reviewed the record which consisted of the application files, transcript, exhibits, and the Summary of the Informal Fact-Finding Conference. Huy Duc Nguyen appeared at the meeting in person and addressed the Board.

File Number 2019-02677, Huy Duc Nguyen

Upon a motion by Ms. LaPierre and seconded by Ms. Dang, the Board voted to accept the recommendation in the Summary of the Informal Fact-Finding Conference and approve Huy Duc Nguyen's Nail Technician license application.

The members voting 'yes' were Ms. Dang, Ms. LaPierre, Ms. Mace, Mr. Mayes, Mr. Quesenberry, and Mr. Roberts. There were no negative votes. The motion passed unanimously.

In the matter of **File Number 2019-02706, Cheyenne Jessica McDowell**, the Board reviewed the record which consisted of the application files, transcript, exhibits, and the Summary of the Informal Fact-Finding Conference. Ms. Debra Fortune, Cosmetology Instructor for Fluvanna Correctional Center for Women,

File Number 2019-02706, Cheyenne Jessica McDowell

appeared at the meeting in person and addressed the Board on behalf of Ms. McDowell.

Upon a motion by Ms. Mace and seconded by Mr. Mayes, the Board voted to accept the recommendation in the Summary of the Informal Fact-Finding Conference and approve Cheyenne Jessica McDowell's Cosmetologist license application.

The members voting 'yes' were Ms. Dang, Ms. LaPierre, Ms. Mace, Mr. Mayes, Mr. Quesenberry, and Mr. Roberts. There were no negative votes. The motion passed unanimously.

In the matter of **File Number 2019-02707, Capitol City Cuts LLC**, the Board reviewed the record which consisted of the application files, transcript, exhibits, and the Summary of the Informal Fact-Finding Conference. D'Andre Jose Hill appeared at the meeting in person and addressed the Board on behalf of Capitol City Cuts LLC.

File Number 2019-02707, Capitol City Cuts LLC

Upon a motion by Ms. Mace and seconded by Mr. Roberts, the Board voted to accept the recommendation in the Summary of the Informal Fact-Finding Conference and approve Capitol City Cuts LLC's Barber Shop license application.

The members voting 'yes' were Ms. Dang, Ms. LaPierre, Ms. Mace, Mr. Mayes, Mr. Quesenberry, and Mr. Roberts. There were no negative votes. The motion passed unanimously.

In the matter of **File Number 2019-02708, D'Andre Jose Hill**, the Board reviewed the record which consisted of the application files, transcript, exhibits, and the Summary of the Informal Fact-Finding Conference. D'Andre Jose Hill appeared at the meeting in person and addressed the Board.

File Number 2019-02708, D'Andre Jose Hill

Upon a motion by Ms. Mace and seconded by Mr. Mayes, the Board voted to accept the recommendation in the Summary of the Informal Fact-Finding Conference and approve D'Andre Jose Hill's Master Barber license renewal.

The members voting 'yes' were Ms. Dang, Ms. LaPierre, Ms. Mace, Mr. Mayes, Mr. Quesenberry, and Mr. Roberts. There were no negative votes. The motion passed unanimously.

In the matter of **File Number 2019-02946, Frazier Lee Hunter III**, the Board reviewed the record which consisted of the application files, transcript, exhibits, and the Summary of the Informal Fact-Finding Conference. Frazier Lee Hunter III and Alonzo Bates, witness, appeared at the meeting in person and addressed the Board.

File Number 2019-02946, Frazier Lee Hunter III

Upon a motion by Ms. Mace and seconded by Mr. Mayes, the Board voted to accept the recommendation in the Summary of the Informal Fact-Finding Conference and approve Frazier Lee Hunter III's Barber license application.

The members voting 'yes' were Ms. Dang, Ms. LaPierre, Ms. Mace, Mr. Mayes, Mr. Quesenberry, and Mr. Roberts. There were no negative votes. The motion passed unanimously.

In the matter of **File Number 2019-03033, Jamilla Q. Williams**, the Board reviewed the record which consisted of the application files, transcript, exhibits, and the Summary of the Informal Fact-Finding Conference. Jamilla Q Williams appeared at the meeting in person and addressed the Board.

File Number 2019-03033, Jamilla Q Williams

Upon a motion by Mr. Roberts and seconded by Mr. Mayes, the Board voted to accept the recommendation in the Summary of the Informal Fact-Finding Conference and approve Jamilla Q Williams' Barber license reinstatement.

The members voting 'yes' were Ms. Dang, Ms. LaPierre, Ms. Mace, Mr. Mayes, Mr. Quesenberry, and Mr. Roberts. There were no negative votes. The motion passed unanimously.

In the matter of **File Number 2019-03179, Lipscombe, Scheer Unstoppable Force Tattooing LLC**, the Board reviewed the record which consisted of the application files, transcript, exhibits, and the Summary of the Informal Fact-Finding Conference. Lipscombe, Scheer Unstoppable Tattooing LLC did not appear at the meeting in person, by counsel, or by any other qualified representative.

File Number 2019-03179, Lipscombe, Scheer Unstoppable Force Tattooing LLC

Upon a motion by Mr. Roberts and seconded by Ms. LaPierre, the Board voted to accept the recommendation in the Summary of the Informal Fact-Finding Conference and approve Lipscombe, Scheer Unstoppable Tattooing LLC's Tattoo Parlor license application.

The members voting 'yes' were Ms. Dang, Ms. LaPierre, Ms. Mace, Mr. Mayes, Mr. Quesenberry, and Mr. Roberts. There were no negative votes. The motion passed unanimously.

EXAMINATIONS

Ms. Rodriguez reported to the Board on current pass rates for barbers and cosmetology related examinations, including information on private and public schools. **(Addendum 2)**

Exam Statistics

Mr. Kirschner reported to the Board on the progress of the Request for Proposals (RFP) currently underway to award a new contract for administering examinations for barbers and cosmetology professions. He stated that the RFP

Examination Request for Proposal Report

committee has completed its work and that the two companies being considered were being reviewed by VITA for tech security. After a decision has been made regarding the award of the contract, a 30-day protest period will take place to allow the second company to appeal the decision. Mr. Kirschner indicated that the best case scenario is the new contract taking effect in mid-October and that January 2020 testing may be impacted as a result.

**REGULATORY
ACTION AND
BOARD
GUIDANCE**

Mr. Kirschner reported to the Board that there are currently three regulatory actions underway, including the Tattoo Regulations general review, which has been approved by the Governor and is now in the public comment period. Mr. Kirschner advised the Board that a hearing was held on August 12th to allow public comment on the proposed regulations, and that the public comment period remains open until September 20, 2019. All public comments will be presented to the Board at the November 18, 2019 meeting, and the Board will have six months from the close of the comment period to adopt the final regulations or implement a second proposed regulations phase.

Regulatory Report

The second action on which Mr. Kirschner updated the Board was the fast-track change to the sanitation and safety regulations to remove reference to the term “tuberculocidal” from the text. He reported that this proposed regulations are currently in the Secretary’s office for review and approval.

Lastly, Mr. Kirschner advised the Board that the fast-track legislation to amend the regulation related to the display of apprenticeship documents is also in the Secretary’s office for review and approval.

Mr. Kirschner provided the Board with an overview of its current regulations and guidance related to the transfer of hours between schools, indicating that, on November 18, 2013, the Board’s consensus was that the Barbers and Cosmetology Regulations contained no provision for allowing transfer of hours between schools. He further reminded the Board that all the professions under the Board except permanent cosmetic tattooing, allow transfer of hours between school, either in the regulations or through subsequent Board guidance. Current Board guidance does not include guidelines for transfers between permanent cosmetic tattoo schools. He reported that staff recommended eliminating the November 2013 policy prohibiting transferring hours between schools and allowing transfer of hours be allowed for permanent cosmetic tattoo schools.

**Transfer Hours
For Permanent
Cosmetic
Tattooing Schools**

After discussion, and upon a motion by Ms. Dang and seconded by Ms. LaPierre, the Board voted to accept the staff recommendation and allow

transfers of hours and performances for permanent cosmetic tattoo schools.

The members voting ‘yes’ were Ms. Dang, Ms. LaPierre, Ms. Mace, Mr. Mayes, Mr. Quesenberry, and Mr. Roberts. There were no negative votes. The motion passed unanimously.

Mr. Kirschner directed the Board’s attention to his memo dated August 23, 2019 regarding the definition of contact hours. Staff recommends adopting the clock hour criteria utilized by the State Council of Higher Education for Virginia (SCHEV) for defining a clock (contact) hours for its certified schools as a minimum of 50 minutes (**Addendum 3**).

**Board Guidance –
What Constitutes
A Contact Hour In
Licensed Schools**

Upon a motion by Ms. LaPierre and seconded by Mr. Roberts, the Board voted to accept the staff recommendation and publish a Guidance Document that defines the hours of instruction requirements in the regulations as having the same meaning as clock hour under SCHEV Regulation 8 VAC 40-31-10, “‘Clock (or contact) hour’ means a minimum of 50 minutes of supervised or directed instruction and appropriate breaks.”

The members voting ‘yes’ were Ms. Dang, Ms. LaPierre, Ms. Mace, Mr. Mayes, Mr. Quesenberry, and Mr. Roberts. There were no negative votes. The motion passed unanimously.

Mr. Kirschner directed the Board to his memo dated August 23, 2019 regarding the required Periodic Regulatory Review (**Addendum 4**). He indicated that the Board had been provided three public comments for review related to Tattoo, Body Piercing, and Esthetics Regulations, respectively, and summarized the comments for the Board.

**Periodic Review
Update – Public
Comment Review**

Mr. Kirschner advised the Board that it could vote to retain the regulations ‘as is’ or begin a regulatory action to make changes to all or some of the regulations. He further indicated that the Barbers and Cosmetology and Esthetics regulations were last updated in 2017 and that the Tattoo and Body Piercing regulations were currently in review.

Upon a motion by Ms. LaPierre and seconded by Mr. Mayes, the Board voted to retain the Public Participation Guideline Regulations as is.

The members voting ‘yes’ were Ms. Dang, Ms. LaPierre, Ms. Mace, Mr. Mayes, Mr. Quesenberry, and Mr. Roberts. There were no negative votes. The motion passed unanimously.

Upon a motion by Mr. Roberts and seconded by Mr. Mayes, the Board voted to retain the Barbers and Cosmetology Regulations as is.

The members voting ‘yes’ were Ms. Dang, Ms. LaPierre, Ms. Mace, Mr.

Mayes, Mr. Quesenberry, and Mr. Roberts. There were no negative votes. The motion passed unanimously.

Upon a motion by Ms. Mace and seconded by Mr. LaPierre, the Board voted to retain the Tattooing as is.

The members voting 'yes' were Ms. Dang, Ms. LaPierre, Ms. Mace, Mr. Mayes, Mr. Quesenberry, and Mr. Roberts. There were no negative votes. The motion passed unanimously.

Upon a motion by Mr. Mayes and seconded by Mr. Roberts, the Board voted to retain the Body Piercing Regulations as is.

The members voting 'yes' were Ms. Dang, Ms. LaPierre, Ms. Mace, Mr. Mayes, Mr. Quesenberry, and Mr. Roberts. There were no negative votes. The motion passed unanimously.

Upon a motion by Mr. Roberts and seconded by Ms. LaPierre, the Board voted to retain the Esthetics Regulations as is.

The members voting 'yes' were Ms. Dang, Ms. LaPierre, Ms. Mace, Mr. Mayes, Mr. Quesenberry, and Mr. Roberts. There were no negative votes. The motion passed unanimously.

NEW BUSINESS

Mr. Jeff Waite, DPOR's Financial Services Director provided an overview of the Statement of Financial Activity, year-to-date financial activity, and the Board's overall financial position (**Addendum 5**).

Report On Board's Financial Position

Mr. Kirschner introduced information about a pilot inspection program for salons that is currently in development as a result of the Board's request for salon inspections in 2018. He indicated that the purpose of the inspection program will be to educate salon owners about safety and sanitation and to aid in compliance with the Regulations. The pilot program would begin by inspecting salons and shop at reinstatement or when changing responsible management. Mr. Kirschner advised the Board that it will be asked at the November 18, 2019 meeting to delegate authority to DPOR to close cases for compliance obtained and enter citation agreement with salons, to formally approve which regulations will be included in the program, and to recommend sanctions.

Report On Pilot Inspection Program

Mr. Kirschner reported to the Board on a recommendation from the Standing Committee on Training to consider supporting the creation of a "hair only" license. The Board discussed the advantages and concerns about a hair only license. The Board did not take any action and agreed to take up the matter at

Recommendation From Standing Committee On Training For A

the next meeting.

Mr. Kirschner reminded the Board of the agency-wide Board Member Training Session that will take place on October 3 – 4, 2019. Mr. Kirschner advised Board members to confirm their attendance with staff.

Hair Only License

**Information On
Agency-Wide
Board Member
Training
Conference**

There being no further business to be brought before the Board, Mr. Quesenberry adjourned the meeting at 10:59 a.m.

Adjourn

Lonnie Quesenberry, Board Chair

Mary Broz-Vaughan, Acting Board Secretary

DRAFT AGENDA
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and are not to be construed as regulation or official Board position.
DRAFT AGENDA

**BOARD FOR BARBERS & COSMETOLOGY
STANDING COMMITTEE ON TRAINING**

DRAFT MINUTES OF MEETING

The Board for Barbers & Cosmetology Standing Committee on Training met on Monday, September 9, 2019, immediately following the full Board Meeting at the Offices of the Department of Professional and Occupational Regulation, 9960 Mayland Drive, Board Room 1, Richmond, Virginia. The following Board members were present:

Oanh Pham Kim Dang
Margaret B. LaPierre
Josie R. Mace
Alfred O. Mayes
Lonnie Quesenberry
Matthew D. Roberts

DPOR staff present for the meeting included:

Stephen Kirschner, Regulatory Operations Administrator
Tamika Rodriguez, Licensing Operations Administrator
Cathy Clark, Administrative Assistant

The meeting was called to order at 11:25 a.m.

Call To Order

Mr. Quesenberry asked for public comments.

Public Comment

Ms. Salina Burke addressed the Board in support of a tiered licensure model.

Mr. Kirschner reviewed the Committee's goals in a slide presentation that also included an overview of the tiered licensure model's hours and performances.

Discussion

Mr. Kirschner provided the Committee with a hand-out that outlined a sample structure for a tiered licensure program. The hand-out included proposed hours for each tier, as well as recommended performances. The Committee discussed the details of the example and agreed that the model needs to be revised with regard to the number of performances required.

Mr. Kirschner reminded the Committee that a stakeholder group had requested a time to present information to the Committee prior to the next Committee meeting on November 18, 2019. After discussion, a tentative date of October 21, 2019 was designated for the meeting with stakeholders. Staff will contact stakeholders and develop an agenda for the meeting.

There being no other discussion, the meeting was adjourned at 12:09 p.m. **Adjourn**

Lonnie Quesenberry, Board Chair

Mary Broz-Vaughan, Acting Board Secretary

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DRAFT AGENDA



DPOR Board for Barbers & Cosmetology, rr <barbercosmo@dpor.virginia.gov>

Licensing issue

2 messages

Ana Santanello <anasantanello@gmail.com>

Thu, Sep 12, 2019 at 6:14 PM

To: BarberCosmo@dpor.virginia.gov

To whom it may concern,

Currently I have been working on opening a salon here in NOVA and here is a brief back ground if you can just bear with me. My dream was to en a hair salon. I have been doing hair as a stylist in the District close to 14 yrs. Since everything in the area is a little pricey I decided it would be best to partner up with someone now as I am finally able to consider opening my own salon, with the goal to open it in Alexandria where I reside. I did not take finding a partner lightly, and finally found someone with the same vision and work ethic as myself. HERE IS THE ISSUE. She cannot obtain her Va cosmetology license. The reason being is that she went to cosmetology school in London England (which is huge in the hair world). As you know Va does not accept schooling from other countries, while Dc and MD do. Going back to school or doing a 3000 hr apprenticeship program would create financial hardship on anyone along with the time. Both these options are not tenable. She is currently a licensed cosmetologist in both Dc and Md. She currently resides in Md because her husband is in the US armed forces and was stationed to this area. Luckily, he was stationed in the Dc area because she can still continue her trade but if he was stationed in Norfolk Va (for example) this would create a huge financial burden on them. I can't help how many people have been affected by this. Hair is a skill, a ton of big names come from abroad Loreal, Toni and Guy, Wella just to name a few. Opening a salon in Va is our goal, my dream and to have this rule on the books is extremely frustrating, unexpected and deflating after all these years of planning and saving. We also like very much to contribute to the Va economy and communities, so that factor should not be lost in this. Looking forward to a resolution and a response.

Kind regards,
Ana Santanello

DPOR Board for Barbers & Cosmetology, rr <barbercosmo@dpor.virginia.gov>

Fri, Sep 13, 2019 at 10:17 AM

To: Ana Santanello <anasantanello@gmail.com>

Bcc: Stephen Kirschner <steve.kirschner@dpor.virginia.gov>

Dear Ms. Santanello:

Your letter will be forwarded to the Board's Regulatory Operations Administrator and shared with the full Board prior to its next meeting in November.

You are also invited to attend an upcoming Board meeting and address the Board in person with your concerns. There is a public comment period at the beginning of each meeting, where you would be allowed 5 minutes to speak to the Board.

The next meeting of the Board is Monday, November 18, 2019, at 9:00 a.m. The Board meetings are held at 9960 Mayland Drive, Richmond, VA 23233, in the 2nd floor conference center.

Board for Barbers and Cosmetology
Department of Professional and Occupational Regulation
9960 Mayland Drive, Suite 400
Richmond, Virginia 23233-1485
Phone: 804-367-8590
Fax: 866-245-9693
www.dpor.virginia.gov

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[Quoted text hidden]

To Whom It May Concern:

I have been working on opening a salon here in NOVA and would like to provide a brief background on the situation at hand. My dream since a young girl was to own a hair salon. I have been doing hair as a stylist in DC for nearly 14 years. As everything in the area is expensive, I decided it would be best to partner up with someone, and am now financially able to consider opening my own salon, with the goal to open it in Alexandria where I reside. I did not take finding a partner lightly, and finally found someone with the same vision and work ethic as myself. HERE IS THE ISSUE. She cannot obtain her VA cosmetology license. The reason for this is that she went to cosmetology school in London, England (which is huge in the hair world). As you are likely aware VA does not accept cosmetology schooling from other countries, whereas DC and MD do. Requiring her to go back to school or complete a 3000 hour apprenticeship program would create significant financial hardship on anyone along with the time investment, all to recertify what already has been learned. Both these options are therefore not tenable. My partner is currently a licensed cosmetologist in both DC and MD, and currently resides in MD because her husband is in the US armed forces and was stationed to this area. Luckily, he was stationed in the DC area where she can still continue her trade, but due to these unreasonable VA restrictions if he was stationed in Norfolk (for example) this would create a huge financial burden on them and alter her career plans. I cannot help but think how many people have been affected by this. Hair is a skill, and a ton of big names come from abroad including Loreal, Toni and Guy, Wella just to name a few. Opening a salon in VA is our goal and my dream, and to have this rule on the books is extremely frustrating, unexpected and deflating after all these years of planning and saving. We also like very much to contribute to the VA economy and communities, so that factor should not be lost in this. We appreciate your consideration, and hope to learn of a positive response and resolution.

Kind regards,
Ana Santanello

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DRAFT AGENDA



COMMONWEALTH of VIRGINIA
Department of Professional and Occupational Regulation

Ralph S. Northam
Governor

July 22, 2019

Brian Bell
Secretary of
Commerce and Trade

Ana Santanello
25 W. Caton Ave.
Alexandria, VA 22301

Dear Ms. Santanello:

Thank you for your correspondence regarding cosmetology licensing requirements in Virginia. Governor Northam asked me to respond on his behalf.

Regulations of the Board for Barbers and Cosmetology do currently restrict examination eligibility to training completed within the United States or its territories. As you point out, this requirement may no longer be appropriate in our increasingly mobile and interconnected world, provided we can verify the training otherwise satisfies Virginia's substantial equivalency standards.

The agency is reviewing the training requirement regulation as part of the Regulatory Reduction Pilot Program to eliminate or streamline unnecessary regulatory burdens. Please be aware, however, the process to amend regulations is a multi-stage one and often takes several months or even years. I encourage you to register as a public user on the Virginia Regulatory Town Hall to follow the Board's actions on the topic (<http://www.townhall.virginia.gov/L/Register.cfm>); doing so will ensure you are notified of proposed changes and opportunities for formal public comment.

Although I cannot resolve your concerns quickly, I will share your correspondence with the Board and incorporate your suggestions into our work on the regulatory reform project. Again, on behalf of Governor Northam, thank you for taking the time to make me aware of concerns. As the nation's top state for business, we strive to ensure that Virginia's regulatory climate promotes minimum competency within an equitable marketplace.

Sincerely yours,

Mary Broz-Vaughan
Acting Director

cc: The Honorable Ralph S. Northam

September 12, 2019

(Via Email)

Department of Professional & Occupational Regulation
9960 Mayland Drive
Suite 102
Richmond, VA 23223

RECEIVED

SEP 13 2019

BCOP

RE: Master Permanent Makeup Requirements

Dear Ladies and Gentleman:

I am a Permanent Makeup Artist and Esthetician in VA. I have a great passion for what I do, and would like to move forward in my career. However, I would like to address my concerns with respect to the above referenced matter. I have reviewed the requirements for becoming a Master Permanent Makeup Artist in Virginia, and I am very disappointed. There are many reasons why I feel this way, and felt compelled to reach out to you. Below you will find a list of my main concerns:

- There is not a number of required hours for training.
- Permanent blush and eyeshadow.
- The referenced books are outdated, and one of them is out of print.
- There is no formal training in Richmond, VA.

Upon reviewing what is required, I felt as though this very important license has been placed to the side, and not reviewed in many years.

As I'm sure you are aware, permanent makeup has evolved greatly since it was first introduced. Permanent blush and eyeshadow are not taught at any reputable school in the U.S., I have researched this endlessly. It was a procedure that was done back in the 80's/90's, and looked terrible, hence why it's no longer being taught.

As far as my education goes, I was able to learn the basics of permanent makeup at a school in Virginia Beach in order to obtain my license. However, I had to travel to other states for more advanced training. With that said, being able to train for my Master Permanent Makeup license isn't an option in VA.

After researching the books required, I couldn't believe how outdated they are, and that one of them is out of print. To me, this is completely unacceptable.

My concern over this is overwhelming. Permanent Makeup is a very specialized field, that needs to be taken very seriously. To see that procedures that are being done on the face and body are not being correctly regulated, is a crime. There are corrections being done on a consistent basis because individuals are not trained properly, and they end up messing up someone's face. Furthermore, with a Master's license, this involves working on someone's breasts or doing camouflage on a part of someone's face or body. It's not to be taken lightly. The people who seek out these procedures have gone through an enormous amount of trauma, whether it be from breast cancer or a burn victim. These individuals are seeking out help to improve their confidence and self-esteem. They don't need someone working on them who hasn't had the proper training, and will make their situation worse!

If DPOR is going to require a Master's Permanent License to perform medical tattooing, then I firmly believe that the above referenced bullet points should be addressed. We are only one of a few states that even require a license for medical tattooing, so being one of them, there should be updated realistic requirements (no blush or eyeshadow tattooing required), updated study material, and a number of hours of training requirement. As I stated previously, these are people's faces and bodies that procedures are being performed on. Virginia needs to take this Master's license seriously, or what is the point in requiring it?

As you can see, I am very passionate about this subject. I would like to further my education in this field and help people get their confidence back. I have looked into many schools to see what one is the best that I would like to train at, and I have found that Sauler Institute of Tattooing located in PA is a very reputable school, and highly recommended <https://www.saulerinstitute.com/>. I'm mentioning this school, not only because this is where I intend to go, but hopefully you will look at their credentials and see that this type of tattooing is taken seriously, and that there are reputable training facilities available to us, just not in VA unfortunately.

I would very much like to meet with the board to discuss this further. I greatly appreciate your time and attention to my concerns.

Sincerely,

Merry Burney
(804) 514-6409
4756 Fleming Road
Louisville, VA 23093

RECEIVED
SEP 13 2019
BCHOP



Clark, Cathy <cathy.clark@dpor.virginia.gov>

Re: Master Permanent License Concerns

1 message

Kirschner, Stephen <steve.kirschner@dpor.virginia.gov>

Wed, Sep 18, 2019 at 2:36 PM

To: Merry Burney <mbsixt@hotmail.com>

Bcc: cathy.clark@dpor.virginia.gov

Good afternoon Ms. Burney,

Thank you for providing these comments to the Board. We will provide a copy of this letter to the Board members in advance of the meeting. I'd like to touch on your concern about 5 minute speaking length at the meeting, but before that I'd like to provide you more background on the master permanent cosmetic tattooing license.

In 2017, the board began a regulatory review of the tattooing regulations. We've had some board member turnover since then, and the current tattooer board members have been taking an active role in reviewing these regulations. We've had several tattooing subcommittee meetings (the committee includes tattooing and permanent cosmetic tattooing), and our board member who is a master permanent cosmetic tattooer is working on a proposed curriculum for this program. I believe it is fair to say that the committee shares many of your concerns and is working on amending the regulations to provide better training for this field.

We are trying to schedule another tattooer subcommittee for October 21st. The subcommittee meetings are much less formal than Board meetings, and you would likely be permitted time to provide all of your comments to the committee. I will let you know once that date is finalized, and encourage you to attend the subcommittee meeting.

You are welcome to attend the November 18 Board meeting and provide your comments to the full board as well. The Board meetings have a public comment session as one of their first items, but because of the length of the meeting and numerous agenda items, public comments are limited to five minutes per person. The Board, in its discretion, can allow someone longer than five minutes, but in my observance, that is extremely rare. You would need to request additional time at the beginning of your comments.

Please let me know if you have any additional questions.

Regards,

--

Stephen Kirschner
Regulatory Operations Administrator
Board for Barbers and Cosmetology
Board for Hearing Aid Specialists and Opticians
(804) 367-2960 phone
(804) 245-9693 fax

Virginia Department of Professional and Occupational Regulation
9960 Mayland Drive, Ste. 400, Richmond, VA 23233
Visit us on the web @ www.dpor.virginia.gov

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On Wed, Sep 18, 2019 at 5:29 AM Merry Burney <mbsixt@hotmail.com> wrote:

Good Morning Mr. Kirschner,

I'm just following up on my previous email below.

I look forward to hearing from you.

Merry Burney
(804) 514-6409

On Sep 13, 2019, at 10:46 PM, Merry Burney <mbsixt@hotmail.com> wrote:

Good Evening Mr. Kirschner,

I am forwarding the response email to the letter I sent to DPOR yesterday (letter is attached). I'm grateful for their quick response, but I would appreciate it, if you could take the time to read my attached letter.

My concerns over the requirements for the Masters Permanent Makeup License are very important and I have many valid reasons to be concerned.

The board meeting that is being held on November 18, 2019 only allows me to speak for 5 minutes on my concern. That is not enough time to address this issue. Once you read my letter, you will understand why this is not a 5 minute conversation. It is imperative that this issue be addressed properly.

I appreciate your time and attention to this matter, and I look forward to your response.

Sincerely,

Merry Burney
(804) 514-6409

From: cathy.clark@dpor.virginia.gov (-cathy.clark@dpor.virginia.gov) on behalf of DPOR Board for Barbers & Cosmetology, rr <barbercosmo@dpor.virginia.gov>

Sent: Friday, September 13, 2019 10:23 AM

To: Merry Burney <mbsixt@hotmail.com>

Subject: Re: Master Permanent License Concern

Dear Ms. Burney:

Your letter will be forwarded to the Board's Regulatory Operations Administrator and shared with the full Board prior to its next meeting in November.

You are also invited to attend an upcoming Board meeting and address the Board in person with your concerns. There is a public comment period at the beginning of each meeting, where you would be allowed 5 minutes to speak to the Board.

The next meeting of the Board is Monday, November 18, 2019, at 9:00 a.m. The Board meetings are held at 9900 Mayland Drive, Richmond, VA 23233, in the 2nd floor conference center.

Board for Barbers and Cosmetology
Department of Professional and Occupational Regulation
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Information Act. However, if you have received this message in error, please notify the Sender and delete the message as well as all attachments.

On Thu, Sep 12, 2019 at 11:02 PM Merry Burney <mbsixt@hotmail.com> wrote:

Good Evening,

Attached please find a letter regarding the Master Permanent License requirements.

Thank you for taking the time to review this.

Merry Burney
The Raised Brow, LLC
www.theraisedbrowva.com
(804) 514-6409

<Ltr regarding PMU Masters Requirements.pdf>

*DRAFT AGENDA
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DRAFT AGENDA*



TO: VIRGINIA BOARD FOR BARBERS AND COSMETOLOGY
FROM: STEPHEN KIRSCHNER, EXECUTIVE DIRECTOR
SUBJECT: PILOT INSPECTION PROGRAM
DATE: NOVEMBER 1, 2019

At the September 9, 2019 meeting, staff provided an update to the Board on its request to launch a pilot inspection program. The goal of such a program would be two fold. The first goal is to enhance the health, safety, and welfare of the public through inspecting salons for compliance with the regulations. The second goal is to educate salons and shops on their regulatory requirements. The agency has been laying the groundwork for such a program, and has reached a point where it needs Board approval in several areas in order to proceed.

The agency proposes to conduct inspections of cosmetology salons, barbershops, nail salons, and waxing salons anytime these licensees reinstate their license, or when they change responsible management. These inspections would focus on regulations most directly related to safety and sanitation. The salons and shops would be given an opportunity to correct any problems found in the initial inspection. Upon re-inspection, if the licensee has corrected all of the problems, the case would be closed for compliance with the regulations. If the problems continue to exist on the second inspection, the agency would offer the salon the opportunity to enter into an agreement finding a violation, rather than proceed through the formal disciplinary process. If the licensee agrees to the violation, the agency would process the case as if the Board found the violation, including assessing sanctions against the licensee.

In order to accomplish this process, the Board will need to delegate the authority to the agency to close cases when compliance is obtained and to enter into agreements with licensees finding violations and issuing sanctions. At the meeting, we will ask the Board to grant the agency that authority, as well as confirm that these inspections will apply to salons and shops at reinstatement or when changing responsible management.

Additionally, the agency would like the Board to identify the specific health and safety regulations to be inspected for, and recommend specific sanction amounts for each regulation included on the inspection list. Below this memo are the staff recommendations on which safety and sanitation regulations to inspect for as part of this process, along with the recommended sanction for a violation. Please review the recommendation and come prepared to discuss these items.

| Regulation | Requirement | Recommended Sanction |
|--|--|----------------------|
| 18 VAC 41-20-260.A - Display of License | Each shop, salon, or school shall ensure that all current licenses, certificates or permits issued by the board shall be displayed in plain view of the public either in the reception area or at individual work stations of the shop, salon, or school. | \$100.00 |
| 18 VAC 41-20-260.E - Display of License | Failure to display apprenticeship cards or wear apprenticeship badge. | \$100.00 |
| 18 VAC 41-20-270.B.1 – Sanitation and Safety Standards | Failure to properly disinfect and store implements. | \$150.00 |
| 18 VAC 41-20-270.B.2 – Sanitation and Safety Standards | Disinfection of multiuse items constructed of hard, nonporous materials such as metal, glass, or plastic that the manufacturer designed for use on more than one client, including clippers, scissors, combs, and nippers is to be carried out in the following manner prior to servicing a client: | \$150.00 |
| 18 VAC 41-20-270.B.3 – Sanitation and Safety Standards | Single-use items designed by the manufacturer for use on no more than one client should be discarded immediately after use on each individual client, including powder puffs, lip color, cheek color, sponges, styptic pencils, or nail care implements. The disinfection and reuse of these items is not permitted and the use of single-use items on more than one client is prohibited. | \$50.00 |
| 18 VAC 41-20-270B.4 – Sanitation and Safety Standards | For the purpose of recharging, rechargeable clippers may be stored in an area other than in a closed cabinet or container. This area shall be clean and the cutting edges of any clippers are to be disinfected. | \$50.00 |
| 18 VAC 41-20-270.B.5 – Sanitation and Safety Standards | Electrical clipper blades shall be disinfected before and after each use. | \$50.00 |
| 18 VAC 41-20-270 B.6 – Sanitation and Safety Standards | All wax pots shall be cleaned and disinfected with an EPA-registered hospital grade and tuberculocidal disinfectant solution with no sticks left standing in the wax at any time. The area immediately surrounding the wax pot shall be clean and free of clutter, waste materials, spills, and any other items which may pose a hazard. | \$50.00 |
| 18 VAC 41-20- | Each barber, cosmetologist, and nail technician must have a wet | \$100.00 |

| | | |
|--|--|----------|
| 270.B.7 – Sanitation and Safety Standards | disinfection unit at his station. | |
| 18 VAC 41-20-270.B.8 – Sanitation and Safety Standards | Sinks, bowls, tubs, whirlpool units, air-jetted basins, pipe-less units, and non-whirlpool basins used in the performance of nail care shall be maintained in accordance with manufacturer's recommendations. They shall be cleaned and disinfected immediately after each client in the following manner: | \$150.00 |
| 18 VAC 41-20-270.C.1 – Sanitation and Safety Standards | Service chairs, wash basins, shampoo sinks, workstations and workstands, and back bars shall be clean. | \$50.00 |
| 18 VAC 41-20-270.C.2 – Sanitation and Safety Standards | The floor surface in all work areas must be of a washable surface other than carpet. The floor must be kept clean and free of hair, nail clippings, dropped articles, spills, clutter, trash, electrical cords, other waste materials, and any other items which may pose a hazard. | \$100.00 |
| 18 VAC 41-20-270.C.4 – Sanitation and Safety Standards | A fully functional bathroom in the same building with a working toilet and sink must be available for clients. There must be hot and cold running water. Fixtures must be in good condition. The bathroom must be lighted and sufficiently ventilated. If there is a window, it must have a screen. There must be antibacterial soap and clean single-use towels or hand air-drying device for the client's use. Laundering of towels is allowed, space permitting. The bathroom must not be used as a work area or for the open storage of chemicals. For facilities newly occupied after January 1, 2017, the bathroom shall be maintained exclusively for client use. | \$50.00 |
| 18 VAC 41-20-270.C.6 – Sanitation and Safety Standards | Electrical cords shall be placed to prevent entanglement by the client or licensee. | \$50.00 |
| 18 VAC 41-20-270.C.7 – Sanitation and Safety Standards | All sharp tools, implements, and heat-producing appliances shall be in safe working order at all times, safely stored, and placed so as to prevent any accidental injury to the client or licensee; | \$50.00 |
| 18 VAC 41-20-270.D.1 – Sanitation and Safety Standards | Clean towels, robes, or other linens shall be used for each patron. Clean towels, robes, or other linens shall be stored in a clean pre-disinfected and dry cabinet, drawer, or nonairtight covered container. Soiled towels, robes, or other linens shall be stored in a container enclosed on all sides including the top, except if stored in a separate laundry room. | \$100.00 |
| 18 VAC 41-20- | Whenever a haircloth is used, a clean towel or neck strip shall be | \$50.00 |

| | | |
|--|---|----------|
| 270.D.2 – Sanitation and Safety Standards | placed around the neck of the patron to prevent the haircloth from touching the skin. | |
| 18 VAC 41-20-270.D.4 – Sanitation and Safety Standards | Lotions, ointments, creams, and powders shall be labeled and kept in closed containers. A clean spatula, other clean tools, or clean disposable gloves shall be used to remove bulk substances such as creams or ointments from jars. Sterile cotton or sponges shall be used to apply creams, lotions, and powders. Cosmetic containers shall be covered after each use. | \$50.00 |
| 18 VAC 41-20-270.D.5 – Sanitation and Safety Standards | For nail care, if a sanitary container is provided for a client, the sanitary container shall be labeled and implements shall be used solely for that specific client. Disinfection shall be carried out in accordance with subdivisions B 1 and B 2 of this section. | \$100.00 |
| 18 VAC 41-20-270.D.6 – Sanitation and Safety Standards | No substance other than a sterile styptic powder or sterile liquid astringent approved for homeostasis and applied with a sterile single-use applicator shall be used to check bleeding. | \$150.00 |
| 18 VAC 41-20-270.D.7 – Sanitation and Safety Standards | Any disposable material making contact with blood or other body fluid shall be disposed of in a sealed plastic bag and removed from the shop, salon, school, or facility in accordance with the guidelines of the Department of Health. | \$150.00 |
| 18 VAC 41-20-270.E.1 – Sanitation and Safety Standards | Shops, salons, schools, and facilities shall have in the immediate working area a binder with all Safety Data Sheets (SDS) provided by manufacturers for any chemical products used. | \$50.00 |
| 18 VAC 41-20-270.E.2 – Sanitation and Safety Standards | Shop, salons, schools, and facilities shall have a blood spill clean-up kit in the work area that contains at minimum latex gloves, two 12-inch by 12-inch towels, one disposable trash bag, bleach, one empty spray bottle, and one mask with face shield or any Occupational Safety and Health Administration (OSHA) approved blood spill clean-up kit. | \$100.00 |
| 18 VAC 41-20-270.F.1 – Sanitation and Safety Standards | All employees providing client services shall cleanse their hands with an antibacterial product prior to providing services to each client. Licensees shall require that clients for nail care services shall cleanse their hands immediately prior to the requested nail care service. | \$100.00 |
| 18 VAC 41-20-270.I – Sanitation and Safety Standards | All shops, salons, schools, and facilities shall maintain a self-inspection form on file to be updated on an annual basis, and kept for five years, so that it may be requested and reviewed by the board at its discretion. | \$50.00 |



TO: VIRGINIA BOARD FOR BARBERS AND COSMETOLOGY
FROM: STEPHEN KIRSCHNER, EXECUTIVE DIRECTOR
SUBJECT: STANDING COMMITTEE ON TRAINING
DATE: NOVEMBER 1, 2019

Following the November 18th, 2019 Board meeting, the Board will immediately convene its Standing Committee on Training. This meeting will include discussion on several important proposed changes to the regulations, and I strongly encourage all of the Board members to make plans to stay and participate in this meeting. The meeting topics include:

- Allowing an experience waiver for individuals with out-of-state training that is not equivalent to Virginia's,
- Revision of the instructor certificate training and license requirements,
- Changes to the transfer student requirements,
- Restructuring the educational requirements for barbers, cosmetologists, nail and wax technicians, and estheticians towards a tiered licensure model, and
- Supporting the creation of a Hair Only license, such as a hair stylist license, in support of the tiered licensure model.

At the last meeting, on September 9th, the committee agreed to invite stakeholders to this meeting to receive feedback regarding some of the above referenced items. Several stakeholders have informed staff that they plan on attending and providing comments to the Board, including several licensed schools and business entities representing dozens of salons. Some of these stakeholders are coming in from out-of-state to present their comments directly to the Board.

The committee agenda is attached and we expect to provide the Board members with additional documents relating to the Standing Committee in the coming days, including the proposed changes to instructor and transfer student requirements, as well as the experience in lieu of training proposal.

BOARD FOR BARBERS AND COSMETOLOGY

Standing Committee on Training Meeting

TENTATIVE AGENDA

MONDAY, NOVEMBER 18, 2019

(11:00 a.m. or immediately following full board meeting)

Board Room 2, 2nd Floor Conference Center
Department of Professional and Occupational Regulation, 9960 Mayland Drive
Richmond, Virginia 23233 804-367-8509

I. CALL TO ORDER

II. PUBLIC COMMENT

III. DISCUSSION:

A. HAIR ONLY LICENSE

B. TIERED LICENSURE CURRICULUM AND PERFORMANCES

C. TRANSFER STUDENT REQUIREMENTS

D. INSTRUCTOR PROGRAM REVISIONS

E. PROPOSED EXPERIENCE IN LIEU OF TRAINING EXCEPTION

F. OTHER BUSINESS

IV. ADJOURN

NEXT MEETING DATE: TBD

*DRAFT AGENDA
Materials contained in this agenda are proposed topics for discussion
and are not to be construed as regulation or official Board position.
DRAFT AGENDA*



TO: VIRGINIA BOARD FOR BARBERS AND COSMETOLOGY
FROM: STEPHEN KIRSCHNER, REGULATORY OPERATIONS ADMINISTRATOR
SUBJECT: FINANCIAL STATEMENTS
DATE: NOVEMBER 1, 2019

Attached you will find the most recent Statement of Financial Activity and the Supporting Statement of Year-to-Date Activity for the Board. Additionally, you will find the Agency Statement of Financial Activity.

*DRAFT AGENDA
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DRAFT AGENDA*

Department of Professional and Occupational Regulation
Statement of Financial Activity

Board for Barbers and Cosmetology
954230

2018-2020 Biennium

September 2019

| | September 2019 Activity | Biennium-to-Date Comparison | |
|---|----------------------------|-------------------------------|-------------------------------|
| | | July 2016 - September 2017 | July 2018 - September 2019 |
| Cash/Revenue Balance Brought Forward | | | 6,798,122 |
| Revenues | 309,707 | 4,580,670 | 4,335,064 |
| Cumulative Revenues | | | 11,133,186 |
| Cost Categories: | | | |
| Board Expenditures | 18,327 | 190,683 | 228,107 |
| Board Administration | 94,646 | 1,247,193 | 1,443,833 |
| Administration of Exams | 6,055 | 73,746 | 85,010 |
| Enforcement | 62,154 | 801,461 | 936,906 |
| Legal Services | 0 | 24,635 | 20,376 |
| Information Systems | 69,913 | 878,470 | 1,087,755 |
| Facilities and Support Services | 28,049 | 332,755 | 412,084 |
| Agency Administration | 44,816 | 801,738 | 643,734 |
| Other / Transfers | 0 | 93,739 | (57) |
| Total Expenses | 319,961 | 4,444,420 | 4,857,747 |
| Transfer To/(From) Cash Reserves | (10,254) | 0 | 6,275,439 |
| Ending Cash/Revenue Balance | | | 0 |

| | | | |
|---------------------------------------|-----------|---|-----------|
| Cash Reserve Beginning Balance | 6,285,693 | 0 | 0 |
| Change in Cash Reserve | (10,254) | 0 | 6,275,439 |
| Ending Cash Reserve Balance | 6,275,439 | 0 | 6,275,439 |

| | |
|----------------------------|--------|
| Number of Regulants | |
| Current Month | 74,031 |
| Previous Biennium-to-Date | 72,301 |

Board Summary
Analysis of Year-to-Date and Projected Financial Activity
As of September 2019

The Supporting Statement of Year-to-Date Activity summarizes each board's direct and allocated charges for each month and the year to date. Using a straight-line projection, it compares the expected charges at the end of the fiscal year to the planned charges for the year, and provides a determination of whether the expected charges will exceed plans in each category. In reviewing this information, it is important to remember the following:

- planned annual charges are based on agency operating budgets for various operational areas over which the boards have no direct authority;
- allocated charges are based on activity levels or numbers of licensees, which may fluctuate substantially from the levels used to determine the planned annual charges; such fluctuations may cause variances between actual and planned costs in some categories;
- projected charges are based on a straight-line projection, which may not account for the periodic nature of many of the agency's and boards' activities and expenditures;
- The Year-to-Date Statement has been updated to accommodate the 3 payrolls that are paid in July each year, by removing one payroll from the calculation of full year projected charges;
- the monthly graphs for each department code provide a more reliable comparison of actual year-to-date expenditures with planned activities for the year.

General Comments:

Most boards show a projected deficit in Exams. Since this statement uses a straight-line projection, projected charges shown at year-end are higher than will actually occur. The deficit shown on the statement will diminish as the year progresses. Full year exam expenditures should not exceed the budget.

The following page provides detail about individual boards.

DRAFT AGENDA
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DRAFT AGENDA

The following additional information is provided for boards that show a projected negative variance of more than \$1,000 in any cost category not explained above.

| Board | Expenditure Category | Explanation |
|--|---|---|
| Barbers and Cosmetology | Board Expenditures | July postage was paid in September 2019. Full year should not exceed the budget. |
| Soil Scientists, Wetlands Prof. & Geologists | Board Expenditures Facilities Management | ASBOG membership fees were paid in August 2019. Full year should not exceed the budget. July renewals postage paid in August 2019. Full year should not exceed the budget. |
| Fair Housing | Board Expenditures | The Board collected only \$6,700 in revenue this fiscal year, resulting in a cash deficit. Any deficit remaining at the end of the year will be transferred to the Real Estate Board. |
| Boxing, Wrestling and Martial Arts | Board Expenditures | Travel expenses paid in August 2019. Full year should not exceed the budget. |

DRAFT AGENDA
 Materials contained in this agenda are proposed topics for discussion
 and are not to be construed as regulation or official Board position.
 DRAFT AGENDA

Department of Professional and Occupational Regulation
Supporting Statement of Year-to-Date Activity
Board for Barbers and Cosmetology - 954230
Fiscal Year 2020

| | Jul | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | Jun | Fiscal YTD Charges | Planned Annual Charges | Current Balance | Projected Charges at 6/30 | Projected Variance Favorable (Unfavorable) | |
|----------------------------------|----------------|----------------|----------------|----------|----------|----------|----------|----------|----------|----------|----------|----------|--------------------|------------------------|------------------|---------------------------|--|--------------|
| | | | | | | | | | | | | | | | | | Amount | % |
| Board Expenditures | 19,497 | 16,088 | 18,327 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 53,913 | 194,364 | 140,452 | 198,037 | -3,672 | -1.9% |
| Board Administration | 146,943 | 99,052 | 94,646 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 340,641 | 1,370,170 | 1,029,530 | 1,142,618 | 227,552 | 16.6% |
| Administration of Exams | 9,573 | 6,192 | 6,055 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 21,820 | 66,517 | 44,697 | 76,573 | -10,056 | -15.1% |
| Enforcement | 98,240 | 67,957 | 68,154 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 234,351 | 1,017,523 | 783,171 | 776,918 | 240,605 | 23.6% |
| Legal Services | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Information Systems | 41,475 | 61,090 | 59,913 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 162,478 | 960,257 | 797,779 | 594,293 | 365,965 | 38.1% |
| Facilities / Support Svcs | 15,310 | 29,472 | 28,049 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 72,832 | 357,480 | 284,649 | 273,583 | 83,897 | 23.5% |
| Agency Administration | 57,657 | 44,410 | 44,816 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 146,883 | 620,870 | 473,987 | 493,122 | 127,748 | 20.6% |
| Other / Transfers | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total Charges | 388,695 | 324,264 | 319,961 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1,032,917 | 4,587,182 | 3,554,265 | 3,555,144 | 1,032,038 | 22.5% |

**Department of Professional and Occupational Regulation
Statement of Financial Activity**

Agency Total

2018-2020 Biennium

September 2019

| | September 2019 Activity | Biennium-to-Date Comparison | |
|---|----------------------------|-------------------------------|-------------------------------|
| | | July 2016 - September 2017 | July 2018 - September 2019 |
| Cash/Revenue Balance Brought Forward | | | 27,183,878 |
| Revenues | 1,497,727 | 23,203,393 | 23,199,692 |
| Cumulative Revenues | | | 50,383,570 |
| Cost Categories: | | | |
| Board Expenditures | 149,476 | 1,927,449 | 2,249,840 |
| Board Administration | 386,654 | 5,093,555 | 5,913,852 |
| Administration of Exams | 28,536 | 319,734 | 406,493 |
| Enforcement | 561,889 | 7,879,183 | 8,622,032 |
| Legal Services | 18,915 | 250,155 | 239,866 |
| Information Systems | 250,785 | 3,672,045 | 4,564,961 |
| Facilities and Support Services | 158,700 | 2,071,285 | 2,431,738 |
| Agency Administration | 187,590 | 3,352,508 | 2,700,530 |
| Other / Transfers | 0 | (1,531) | 8,280 |
| Total Expenses | 1,742,545 | 24,564,382 | 27,137,593 |
| Transfer To/(From) Cash Reserves | (232,942) | 0 | 23,184,445 |
| Ending Cash/Revenue Balance | | | 61,532 |

| | | | |
|---------------------------------------|------------|---|------------|
| Cash Reserve Beginning Balance | 23,417,387 | 0 | 0 |
| Change in Cash Reserve | (232,942) | 0 | 23,184,445 |
| Ending Cash Reserve Balance | 23,184,445 | 0 | 23,184,445 |

Number of Regulants

| | |
|---------------------------|---------|
| Current Month | 313,467 |
| Previous Biennium-to-Date | 304,393 |