

**BOARD FOR BARBERS & COSMETOLOGY
EXAMINATIONS COMMITTEE**

DRAFT MINUTES OF MEETING

The Board for Barbers & Cosmetology Examination Committee met on Thursday, February 21, 2019, at 9:00 a.m., at the Offices of the Department of Professional and Occupational Regulation, 9960 Mayland Drive, Training Room 1, Richmond, Virginia. The following Board members were present:

Oanh “Tina” Dang
Margaret B. LaPierre
Matthew D. Roberts

DPOR staff present for the meeting included:

Stephen Kirschner, Regulatory Operations Administrator
Shannon Webster, Director of Examinations
Cathy Clark, Administrative Assistant

Ms. LaPierre called the meeting to order at 9:04 a.m.

Call To Order

There was no public comment.

Public Comment

Mr. Kirschner presented a slide show that provided the committee with an overview of the state procurement process, and advised the committee that the Board had voted at its November 2018 meeting to procure a national examination through the RFP process.

NEW BUSINESS

**Statement of
Purposes and Exam
Procurement
Overview**

Mr. Kirschner provided handouts of Barbers and Cosmetology Regulations pertaining to examinations for the committees review.

**Regulatory/
Statutory Exam
Requirements and
Current Exams**

Mr. Kirschner reviewed the examination statistics, including pass/fail rates for the 2017 and 2018 calendar years.

- Exam Statistics
- Application Process
- Comments and Concerns

The committee discussed the current application process, and members were provided with a printout of a sample applicant’s account page on the Professional Credential Services (PCS) application website to illustrate the PCS process.

The members discussed whether to combinethe initial licensing fee with the examination fee and discussed payments by public schools.

The committee shared their comments and concerns about the current exams, including temporary permits, communication between applicants

and the vendor, criminal record reports, and the content of the exams.

The committee discussed potential goals for written and practical exams. Topics included in the discussion were (1) complaints from permanent cosmetic tattoo schools about the content of PCT exams; (2) low pass rates of students from barber schools; (3) requirements for examiners; (4) fraudulent activity at exam sites; (5) the potential for schools being required to report student hours to the Board; (6) background checks on all applicants; (7) RFP containing content of each exam; (8) permitting Board members to observe exam administration; (9) auditing of exam sites; (10) allowing Board to review old exams (“Release Test”) to inform instruction going forward; (11) scoring of practical exam (breakdown of sections/weight of scores), and (12) feasibility of implementing a practical exam for body art professions.

**Discussion – Goals
for Written and
Practical Exams**

Mr. Kirschner asked the committee members to consider a Board member to participate on the RFP Evaluation Committee. Ms. Dang, Ms. LaPierre, and Mr. Roberts all expressed an interest in participating.

There being no other discussion, the meeting was adjourned at 11:59 a.m.

Adjourn

Lonnie Quesenberry, Board Chair

Mary Broz-Vaughan, Acting Board Secretary