



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

DATE: Monday, April 7, 2025
TIME: 10:00 a.m.
LOCATION: Virtual via Microsoft Teams

BOARD MEMBERS: **Frank Trieu**, Private Schools, Chair
Sylvia Garcia, Public School, Vice Chair
Erica Cooper-Deaton, Master Esthetician, Board Member
Iyana Thomas, Hair Design, Board Member (Late)
Jin Mi Williams, Esthetician, Board Member
Shawna Martin, Manicurist, Board Member (Late)
Siobhan Hildebrand, Cosmetologist, Board Member
Travis Switalski, Barber, Board Member

STAFF MEMBERS: **Sandy Baur**, Program Specialist
Alyssa Woods, Program Specialist
Steven Eacker, Inspections Supervisor
Taylor Hughes, Management Analyst

1. Call to Order

Vice Chair Sylvia Garcia called the meeting to order at **10:00 a.m.**

2. Roll Call

Program Specialist Sandy Baur conducted roll call. All board members were present except for Board Member Iyana Thomas and Board Member Shawna Martin who arrived later in the meeting.

3. Approval of Agenda

Chair Frank Trieu made a **MOTION** to approve the agenda as presented. Board Member Travis Switalski **SECONDED** the motion, and it was **APPROVED** by a vote of 6-0.

4. Approval of Minutes

4.1. Approval of October 7, 2024 Minutes

Chair Trieu made a **MOTION** to approve the minutes as presented. Board Member Siobhan Hildebrand **SECONDED** the motion, and it was **APPROVED** by a vote of 6-0.

5. Awards/Recognition

None.

6. Old Business

6.1. Prometric Update

Staff will provide an update regarding Prometric

Ms. Baur shared that at the October meeting last year, there were several issues that were raised concerning testing procedures. She shared that the Department of Licensing (DOL) has been meeting with Prometric representatives to improve testing procedures and are looking for solutions to the ongoing issues.

All complaints and suggestions should be emailed to DOLBoards@dol.wa.gov and Board staff will forward those comments, questions, and concerns to the appropriate teams to assist with those issues.

Chair Trieu asked about the progress that DOL is making while meeting with Prometric on increasing seats available. Ms. Baur shared that they are not only trying to increase the seats but making more times available. They are meeting on a regular basis, but do not have much information currently. An update will be given at the next meeting.

7. New Business

7.1. Scope of Practice

Board Member Williams will lead a discussion regarding scopes of practice and how they relate to RCWs.

Board Member Jin Mi Williams shared that the current RCW has significant gaps and lacks clarification on the scope of practice for basic estheticians. She shared that these ambiguities present a risk for professionals, clients, schools, and public trust. Board Member Williams highlighted several key areas where clarification is needed and proposed a realistic professional solution that aligns with what other states are doing.

Chair Trieu shared that he appreciated the idea of an alternative reference guide or a FAQ chart.

7.2. In-Person Meeting Information

Staff will provide the Board with information on a 2025 in-person meeting.

Ms. Baur shared that all planning efforts for an in-person meeting are on hold due to Governor Inslee's directive implementing a spending freeze effective December 2, 2024, until further notice. Additionally, Board staff are not able to plan for the NIC annual conference currently. Staff will keep the Board informed of any changes.

7.3. Legislative Update

Management Analyst Taylor Hughes gave an update on Executive House Bill 1874 and Senate House Bill 1023.

Ms. Hughes shared the current status of bills to include links to the bill status in the legislature. She briefly discussed timelines and the process for approval.

Chair Trieu asked which licenses would be affected by this bill. Ms. Hughes responded that only cosmetology licenses would be affected.

8. Reports

Report-outs and/or data will be shared on the following topics.

8.1. Subcommittee Reports

8.1.1. Business Practices Subcommittee

Vice Chair Garcia gave an update on the work the subcommittee has done since the last meeting.

Vice Chair Garcia shared that the subcommittee's discussions have been regarding testing difficulties, Prometric, and how to improve these issues. They would like to make it easier for graduates who are trying to get licensed. They will continue to research and try to improve the situation.

8.1.2. Education Subcommittee

Board Member Martin gave an update on the work the subcommittee has done since the last meeting.

Board Member Martin shared that the Education Committee has spent time discussing current legislation and the new law for toxic cosmetics. She was able to attend the rule hearing and shared that the public had until April 11th to make comments and recommendations and then the Department of Ecology (ECY) will move on to making the rules. Two hair stylists testified at the hearing regarding lung injuries due to the keratin straightening process. Board Member Martin emphasized to the public that should they have any concerns that they reach out to the ECY.

Chair Trieu shared that he served on a panel where he spoke to about 60 esthetician schools and they discussed regulations that are happening across the states, specifically efforts towards deregulation. He noted that it is important for the Board to understand that there were

legislative movements in Utah specifically where they were exploring a concept of micro licensing. He shared that these discussions were really about fragmentation of licenses, and although these discussions have not reached Washington legislation it is not uncommon for these to start showing up in other states.

8.2. Central Investigations and Audits Unit (CIAU) / Regulatory Compliance, UCC & Firearms (RCUF) / Licensee and Customer Support Services (LCSS)

Ms. Baur shared that the data was included in the packet and that the “State of the Program” will be shared on an annual basis moving forward.

Chair Trieu shared his support for moving this information to an annual basis and emphasized that if the public has an interest in this data to reach out to DOL staff for the packet.

8.3. Boards, Commissions, and Outreach (BCO)

8.3.1. Review of Master Action Item List

Ms. Baur gave updates on the Master Action Item List.

9. Public Comments

Courtney Roberts shared that she is a master esthetician and has been a practicing esthetician for eight years and teaching for five years. She said that after attending two different beauty schools she and other students have experienced a lot of confusion surrounding what they are allowed to do. She said that it would be great if there was a list in place to make it more concrete on what they are allowed to practice, especially with the new modalities that are coming out.

Jaclyn Dragic proposed to the education subcommittee that they issue continuing education credits for license renewals in cosmetology. She had noticed that unlike other licensed professions, that it is not a requirement. She felt that this recommendation pertained to conversation within the Board meeting about keeping professionals current on health, safety, and regulatory updates. She said that it enhances consumer protection and professional accountability, and it offers a revenue stream for the DOL and the continuing education providers. She had been curious if the Board was already moving in that direction with the toxic free cosmetic laws. She also wondered if the Board’s education subcommittee had thought about having a meeting with the Department of Ecology (ECY).

10. Conclusion

10.1. Announcements

Ms. Baur announced that Sandra Schaefer has left the team. Due to the hiring freeze, Program Specialist Alyssa Woods will be assisting with board support.

Inspection Supervisor Steven Eacker introduced 4 new investigators. Chair Trieu asked if the new inspectors are salon specific and if there was true support from

the investigator that is designated for all schools or if they were western Washington specific. Mr. Eacker shared that Investigator Teresa Bartholomew is the school inspector for all of Washington and that any school related issues, inspections, and programming is Ms. Bartholomew's area.

10.2. Requests for Future Agenda Items

- Updates on legislative action
- Board Member Williams' presentation will be presented at the next Business Practices Subcommittee meeting and then will move forward for discussion at a future Board meeting.

10.3. Review of Action Items

- Vice Chair Garcia Requested Board Member Williams share the presentation with her and Chair Trieu
- Board Member Erica Cooper-Deaton requested a copy of the presentation and asked to be included in conversations and subcommittee work regarding those topics.
- Chair Trieu requested that Ms. Baur forward invitations to Board Members Williams and Cooper-Deaton.
- The public comment concerning continuing education has been added to the next Education Subcommittee meeting agenda for discussion.
- Staff will send a listserv announcement for the next listening session for the Education Subcommittee.

11. Adjournment

Vice Chair Garcia adjourned the meeting at **10:55 a.m.**

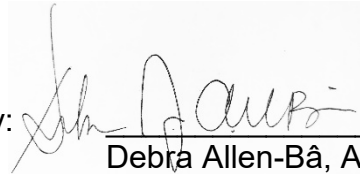
Next Board Meeting:

Monday, July 14, 2025

10:00 a.m.

Virtual via Microsoft Teams

Submitted by:



Debra Allen-Ba, Assistant Administrator

07-14-2025

Date

Approved by:
Frank Trieu, Chair



07-14-2025

Date