



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

DATE: Monday, July 8, 2024
TIME: 10:00 a.m.
LOCATION: Virtual via Microsoft Teams

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

STAFF MEMBERS: **Evelyn Manley-Rodriguez**, Program Manager
Sandra Gonzales, Program Manager
J.D. Smith, Investigations Supervisor
Sandy Baur, Program Specialist
Saundra Schaefer, Program Specialist

1. Call to Order

Vice Chair Garcia admitted public attendees into the virtual meeting at **10:02 a.m.** She called the meeting to order at **10:07 a.m.** after a quorum of board members had joined the meeting.

2. Roll Call

Program Specialist Saundra Schaefer conducted roll call. All members of the Board were present except Board Chair Frank Trieu who was excused.

3. Approval of Agenda

Board Member Shawna Martin made a **MOTION** to approve the agenda. Board Member Erica Cooper-Deaton **SECONDED** the motion, and it was **APPROVED** by a vote of 6-0.

4. Approval of Minutes

4.1. Approval of April 8, 2024 Minutes

Board Member Martin made a **MOTION** to approve the April 8, 2024 meeting minutes as presented. Board Member Cooper-Deaton **SECONDED** the motion, and it was **APPROVED** by a vote of 6-0.

5. Awards/Recognition

5.1. Welcome New Board Member

Staff and Board Members will welcome a new member to the Board.

Program Specialist Sandy Baru announced that Jin Mi S. Williams had been appointed to the Board as a representative of 750-hour Estheticians.

Board Member Williams introduced herself to the Board and thanked them for the warm welcome. She said she was excited to serve.

6. Old Business

6.1. Review Instructor License and Endorsements

Staff will review information presented at the last Board meeting.

Ms. Baur provided a summary of this item as an update from the Education Subcommittee and DOL staff. She explained there was a system glitch on endorsements and how to request the fix with the agency.

Vice Chair Garcia provided a follow-up on endorsements on instructor licenses. She said they expired if a licensee didn't take action to renew them along with their instructor license. She said each license would need to be re-earned if a licensee had let their instructor license lapse then wanted to work in those areas and/or before they could re-gain their instructor license. She explained it was important to keep an instructor license active to keep any endorsements active.

Vice Chair Garcia also explained portability with reciprocity.

7. New Business

7.1. Barber 1 Exam Update

DOL staff will provide a summarization of updates to the Barber 1 Exam, effective on September 3, 2024.

Program Manager Sandra Gonzales said that information had been shared via ListServ and on the website. She said the changes would take effect on September 3, 2024 and provided a summary of exam changes and how to ask the department for the information.

Board member Shawna asked a question about section 1.1 on language for EPA-hospital-grade disinfectant and wanted clarification versus other disinfectants which Ms. Gonzales addressed.

Vice Chair Garcia provided additional clarification on what was being taught in the textbooks and changes to the language.

Board Member Martin asked for additional clarification on language to be used on the exam which Ms. Gonzales said she would follow up on.

7.2. License Reciprocity

DOL staff will provide an update on license reciprocity for industry professionals moving to Washington State.

Ms. Baur introduced Military and Military Spouse Liaison Jason Lenn to the Board.

Mr. Lenn provided information on this item, particularly on the time it took for military spouses moving to WA on military orders to receive licensure through reciprocity. He said DOL works to verify that they meet state and federal eligibility requirements.

7.3. Substitute House Bill (SHB) 1047 Cosmetic Products - Toxic Chemicals

Vice Chair Sylvia Garcia will present an overview of SHB 1047.

Vice Chair Garcia provided a summary of this item, including specific chemicals used by industry that would be impacted by the changes brought by new legislation. She explained timelines for these changes and shared support available for licensees. She also explained potential impacts to under-represented groups.

Vice Chair Garcia asked that DOL inform the Board when rulemaking for this bill occurs.

7.4. National Interstate Council of State Boards of Cosmetology, Inc. (NIC) 69th Annual Conference

The Board will determine who will attend the conference, scheduled to take place in Salt Lake City, Utah, from October 11-14, 2024.

Ms. Baur introduced this topic and asked the Board to designate one member to attend the conference on behalf of the Board.

Board members discussed the conference agenda topics, Vice Chair Garcia's experience attending in the past, and how it was a beneficial opportunity for any member to be able to participate in.

Board Member Martin made a **MOTION** to nominate Vice Chair Garcia to attend the 2024 NIC Fall Conference on behalf of the Board. Board Member Cooper-Deaton **SECONDED** the motion, and it was **APPROVED** by a vote of 6-0.

7.5. In-Person Meeting Information

Staff will provide the Board with an update on a 2024 in-person meeting.

Ms. Baur explained that DOL staff wanted to offer a second opportunity for an in-person meeting, on October 7, 2024. She said that staff would send out a travel survey and asked that Board members respond to it by July 19, 2024, indicating whether they would attend virtually or in-person.

Vice Chair Garcia shared the benefits of in-person meetings, compared with virtual meetings. She explained that DOL staff would make travel arrangements, travel expenses were covered by the Board budget, and that the budget could not justify the cost of meeting facilities and travel for fewer than a quorum of in-person attendees. She also asked that the board members plan ahead and try to make an in-person meeting work.

8. Reports

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

8.1. Subcommittee Reports

Each subcommittee will provide a report-out on the progress they have made since the last Board meeting.

8.1.1. Business Practices (BP) Subcommittee

Vice Chair Garcia shared that the Subcommittee had not met since the last Board meeting. She said they volunteered their scheduled meeting time to the Education Subcommittee since very constructive conversation was being held during that meeting.

8.1.2. Education Subcommittee

Board Member Martin provided a report to the Board.

Vice Chair Garcia shared follow-up information regarding “apprentice salons” and confusion on that across the industry. She provided clarification that

8.2. Central Investigations and Audits Unit (CIAU) / Regulatory Compliance, UCC & Firearms (RCUF)

8.2.1. Complaint Case Count Reports

CIAU Supervisor J.D. Smith provided a summary of the complaint case count report and complaint statistics.

Vice Chair Garcia asked how someone could file a complaint, and J.D. explained the steps to do so.

8.2.2. Complaints Statistics

Program Manager Evelyn Manley-Rodriguez provided a summary of the cosmetology inspection data.

8.3. Licensee and Customer Support Services (LCSS)

8.3.1. Licensee Count Reports

Ms. Baur reviewed the Licensee Count Reports with the Board.

8.4. Boards, Commissions, and Outreach (BCO)

8.4.1. Review of Master Action Item List

Ms. Baur and Ms. Schaefer reviewed each item on the Master Action Item List with the board.

Vice Chair Garcia clarified that, while establishing an ethnic hair care services program was not under the board's jurisdiction, it was still possible. She said it required a legislative change, which could be brought to the legislature by anyone interested in pursuing it. She added further clarification that it would have to be brought forth by someone acting independently of the Board.

9. Public Comments

The public may address the Board on matters within the Board's jurisdiction, either verbally during the meeting or by submitting written comments. Verbal comments are limited to one three-minute comment. Written comments are limited to no more than 500 words and must be emailed to DOLBoards@dol.wa.gov no less than two business days prior to the meeting with the subject line "Public Comment: Cosmetology Board." In response to all public comments, the Board is limited to requesting that the matter be added to a future agenda for discussion or directing staff to study the matter further. Inflammatory comments and language will not be permitted.

Sandy read written comments submitted in advance of the meeting by Tracy K. A copy of the comments are attached to these minutes.

Emmett Henley addressed the Board regarding chemicals, specifically methylene glycol. Emmett said their three establishments in the Seattle area had been doing keratin treatments for about 15 years. When the concerns came to their attention, they welcomed the Washington State Occupational Safety and Health Administration (OSHA) to come in and test the services at their salon. OSHA found they were well below acceptable formaldehyde levels, and it was undetectable with most services they provided.

Emmett said they were concerned that the ban may be due to poor testing or that people may not know how to do keratin treatments properly. Emmett asked whether unprofessional, untrained, or uncertified people were doing these services.

Emmett said they would be happy to share a copy of the study conducted by OSHA with anyone interested, and that it was posted on their website. They reiterated that keratin treatments were a safe service when done correctly and in a the right environment. Vice Chair Garcia asked that Emmett share the report with the Board and Ms. Baur provided information on how to share it.

Darcy Harrison attempted to address the Board but could not come off mute. Ms. Baur provided troubleshooting advice and instructions on sharing written comments. Darcy attempted to re-join meeting twice, but still could not be heard. The Board waited several minutes before moving on.

10. Conclusion

10.1. Announcements

Board Member Martin said the Education Subcommittee would host an in-person listening session in Spokane on September 1, 2024 from 1:00 to 3:00 p.m. She also provided location information.

Board Member Martin said the Subcommittee was reviewing cosmetology statute and rule for any needed updates to the language. She invited everyone to attend and said the listening session was an opportunity for the public and cosmetology professionals to provide feedback on which law they were passionate about updating.

Board Member Martin said the Board could schedule additional listening across the state and include virtual attendance options as well.

10.2. Requests for Future Agenda Items

There were no requests for future agenda items.

10.3. Review of Action Items

Ms. Schaefer reviewed the new agenda items and action items captured during the meeting.

Agenda Items:

- DOL to provide legislative updates on future bills around the topic of toxic chemicals in cosmetic products.

Action Items:

- Ms. Gonzales: Clarification on changes to **Barber 1 Exam** item 1.1: Whether the label needs to specifically say “bacterial, virucidal, fungicidal” on it.
- Saundra to coordinate Vice Chair Garcia’s travel and attendance at the 2024 NIC conference.
- Staff to coordinate travel for in-person Board meeting in October (if applicable).

11. Adjournment

Vice Chair Garcia adjourned the meeting at **11:12 a.m.**

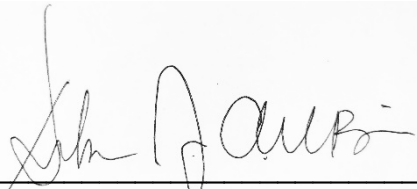
Next Board Meeting:

Monday, October 7, 2024

10:00 a.m.

Virtual via Microsoft Teams

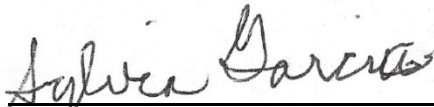
Submitted by:



Debra Allen-Ba, Assistant Administrator

10-07-2024
Date

Approved by:



Sylvia Garcia, Vice Chair

10-17-2024
Date

Topic: Written Public Comment
Submitted by: Tracy K.

As a licensed cosmetologist, I would like to bring up the option to modify the late fee for renewing licenses. I feel that is \$65 fee for a late fee, whether it's one day or more, is exorbitant and basically outrageous. I cannot attend the meeting, but I would like this addressed.

I would also like to add that, because the reminders are no longer sent out, it's very easy to overlook the expiration date.

Thank you.
Tracy K