

**Arkansas Department of Health  
Cosmetology Technical Advisory Committee**

May 20, 2013

9 a.m.

Freeway Medical Building  
5800 W. 10<sup>th</sup> Street, Ste. 801, Little Rock, AR

**Cosmetology Technical Advisory Members:**

*Present:*

**Kimberly Ford  
Jacqueline Reynolds  
Roger Barnes**

**Sandy Davis  
Jeannie Bonds**

**Cosmetology Technical Advisory Members:**

*Absent:*

**Andrea Fuentes  
Rebecca Arguello**

**ADH – Cosmetology Staff Members:**

*Present:*

**Kelli Kersey, Cosmetology Section Chief  
Rick Hogan, ADH Attorney  
Kerri Glaude, Cosmetology Inspector  
Lavonne Lester Cosmetology Inspector  
Andrew Houser, Administrative Specialist**

**Teri Preachers, Business Oper. Specialist  
Amanda Weeks, Admin. Specialist  
Brenda Morgan, Cosmetology Inspector  
Vera Wood, Cosmetology Inspector  
Renee Mallory, Branch Chief, HSLR**

**General Public:**

*Present:*

**Trish Anderson  
Alan Anderson  
Dorothy House  
Stephanie Kindle  
Monica Hamilton  
Tonia Griffin**

**Cherreyl Alexander  
Scottie Burchett  
Jenita Hughes  
Andrea Wilson  
Tracy Akard**

## **Proceedings:**

*Meeting called to order* at 9:03 a.m.

*Meeting Minutes* – A motion was made by Roger Barnes and seconded by Sandy Davis to accept the March 18, 2013 meeting minutes. Motion approved.

*Paid Violations* – A motion was made by Roger Barnes and seconded by Sandy Davis to approve the listing of paid violations. Motion approved.

## **Program Updates**

- **Office Employees** – Kelli Kersey introduced new staff member, Andrew Houser. Andrew will handle violations, CTAC Meetings and Inspector travel. Teri Preachers has filled the Business Operations Specialist position. Christine Childres is now the School Liaison. Inspector Rose Horner retired and the position will be posted to the Arkansas State jobs website.
- **CTAC Committee** – Deadline to apply to the Committee is July 31, 2013. So far, we have received 42 applications; 6 in Region 1, 20 in Region 2, 8 in Region 3, and 8 in Region 4. We are allowed to choose 2 from each Region.
- **Translation** – The Rules and the Arkansas Code have been translated into Spanish and Vietnamese. Both will be available by May 30, 2013.
- **Outsourcing Practical Examination** – Kelli Kersey asked for opinions from the CTAC about possibly outsourcing examinations. The inspectors miss about 2-3 days a month because of grading the examinations. We would need to get bids from 3 companies. Other State Boards have been contacted as to who they use and how many examination sites they have. Examiners hired would be local people sent through rater training provided by NIC. We will set the rules of the contract and will allow staff to proctor the examination. Cost has not been discussed but will in the future.
- **Scanner**- The office has ordered a scanner to grade the practical examinations. Right now it takes 2 weeks to receive the graded examinations from SMT. The grades will be processed the same day with this scanner. Projected date August 2013.

## **Updates from Rick Hogan**

- Rick Hogan discussed Act 1198 of 2013 that involved defining Secondary and Post-Secondary Schools. A committee was formed to create a draft for the rules and once drafted it will be presented to the State Board of Health and then back to the CTAC. Mr. Tom E. Netting, Public Policy Advisor Akerman Senterfitt LLP | 750 9th Street, N.W. | Suite 750 | Washington, DC said that Arkansas has done everything necessary to comply with Act 1198.

- A motion was made by Roger Barnes and seconded by Jeannie Bonds to send a letter of Thanks to Mr. Netting.
- A motion was made by Roger Barnes and seconded to Jacqueline Reynolds seconded to send a letter of Thanks to Trish Anderson.
- Senate Bill 360 to re-create the State Board of Cosmetology is in interim study and has been withdrawn from consideration. The Committee and Department acknowledged the representation of the CTAC and professionalism demonstrated by Chairperson Kimberly Ford during the legislative session.
- Legislative Session adjourned May 17, 2013. All Acts that did not have an emergency clause become effective 90 days from that date. Our law becomes effective August 16, 2013.
- Student Work Permit – A request was made by Trish Anderson to research the creation of a work permit. A work permit would allow the Cosmetology Section to issue a work permit to students for six months and in that time the student may work before they take the examination. A committee was formed to research, discuss and talk about the work permit.
- Early testing was suggested by Trish Anderson. Other surrounding states provide early testing to students.
- A Legislative Committee was formed to include Trish Anderson, Andi Wilson, Scottie Burchett, Roger Barnes, Kimberly Ford and Rebecca Arguello. This committee will research the topics discussed at today's meeting.
- Hour Conversion – Trish Anderson suggested that we allow LPN and/or RN hours to transfer into Esthetics and Cosmetology.

### ***Old Business***

- Kimberly Ford explained that she has been out because of surgery and therefore has not contacted anyone on the braiding committee. She will be in contact with the committee soon to discuss this. She asked for a little more time to work on this.

### ***New Business***

- Renee Mallory mentioned out of state hours – we currently accept out of state hours but it would be better if it were in legislation. The Legislative committee needs to add this to its Agenda.
- Kelli Kersey and Renee Mallory gave an update on the inspection piece of CLIPS. The inspection piece allows the inspectors to use a tablet to inspect the salon which will automatically update to our CLIPS system. We will continue to be persistent in demanding that DIS complete the inspection piece
- Renee Mallory gave an update regarding the Public Schools and the Board of Career Education. ADH is currently working with the Board of Career Education since it has responsibility for licensure of Public Schools of Cosmetology. ADH is working with the Office of the Attorney General to finalize a Memorandum of Understanding

with the Department of Career Education to regulate and license Public Schools of Cosmetology in the same manner as Private schools. Once the agreement is finalized, Public Schools will receive a license and be inspected by the ADH.

*Public Comment*

- Tracy Akard complimented the Cosmetology Section to have the Cosmetology Rules and Laws translated into Spanish and Vietnamese.
- Tracy Akard mentioned braiding and suggestions were given regarding the training that should be required. This was noted for the Braiding committee.

A motion was made to adjourn until the July 15, 2013 meeting.