

**Minnesota Board of Cosmetology**  
**September 9, 2024, Board Meeting Minutes**  
10:02 AM to 11:55 AM  
In-Person and WebEx Meeting  
1000 University Avenue West, Suite 100, St. Paul, MN 55104

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**Board Members Present:**

Chelsey Anderson, Chair  
Mahogany Plautz, Vice Chair  
Rhonda Besel, Member  
Joi Bohn, Member  
Donna Dungy, Member  
Catrina Mairose, Member  
Marcie Smith-Fields, Member

**Board Members Not Present:**

**Staff Present:**

Gina Fast, Executive Director  
Jenna Bohl, Senior Manager of Policy & Regulation  
Allen Barr, Asst. Attorney General  
Tami Thein, Executive Assistant  
Angie Valdez, Licensing Division Manager  
Jodie Wehrspann, Board Relations & Research Administrator

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**I. Call to Order**

- Meeting called to order at 10:02 AM by Chelsey Anderson, Chair.
- Meeting held in person and by telephone or electronic means according to Minnesota Statutes, Chapter 13D.

**II. Attendance**

- Chelsey Anderson, Chair, conducted roll call of Board Members.

**III. Approval of Proposed Agenda**

- **Motion:** Rhonda Besel – Approve proposed agenda with flexibility.
- **Seconded by Donna Dungy; 7 ayes, 0 nays; Motion Carried.**
  - Ayes: Chelsey Anderson, Rhonda Besel, Joi Bohn, Donna Dungy, Catrina Mairose, Mahogany Plautz, Marcie Smith-Fields.
  - Nays: None

**IV. Approval of Meeting Minutes**

- **Motion:** Rhonda Besel – Approve minutes from the June 10, 2024, Board Meeting.
- **Seconded by Donna Dungy; 7 ayes, 0 nays; Motion Carried.**
  - Ayes: Chelsey Anderson, Rhonda Besel, Joi Bohn, Donna Dungy, Catrina Mairose, Mahogany Plautz, Marcie Smith-Fields.
  - Nays: None

**V. New Business: Rule Waiver Requests**

- *Lauren Pernsteiner*
  - **Request:** To waive two rules: 1) the exam requirement within Rule 2105.0145 Subp. 1a.A.2.a., which requires an applicant for an AP esthetician license to submit original passing test results no more than one year old for the AP esthetician general theory test; and 2) the one-year exam expiration within Rule 2105.0145 Subpart 1a.A.2.b., which requires an applicant for an AP esthetician license submit original passing test results no more than one year old for the AP esthetician written practical test. This request was based on medical hardship.
  - **Motion:** Rhonda Besel – (Motion was made in two parts)
  - Part 1: Approve the request to waive the one-year exam expiration of the AP esthetician written practical exam within Rule 2105.0145 Subpart 1a.A.2.b. based on medical hardship and the extreme

failure of the testing vendor in providing accommodations, with the condition that the requestor become licensed within one year, by 9/9/2025. The Board does not believe there would be harm to the public for the reasons provided by the waiver requestor and the subject matter expert. **Seconded** by Mahogany Plautz.

- **Decision:** On a vote of 7 ayes and 0 nays, the waiver request was granted.
  - Ayes: Chelsey Anderson, Rhonda Besel, Joi Bohn, Donna Dungy, Catrina Mairose, Mahogany Plautz, Marcie Smith-Fields.
  - Nays: None
- Part 2: Approve the request to waive a passing score of 75% for the AP esthetician general theory exam required within Rule 2105.0145 Subp. 1a.A.2.a., and to accept a score of 72%, based on medical hardship and the extreme failure of the testing vendor in providing accommodations. The Board does not believe there would be harm to the public for the reasons provided by the waiver requestor and the subject matter expert. **Seconded** by Mahogany Plautz.
- **Decision:** On a vote of 5 ayes and 2 nays, the waiver request was granted.
  - Ayes: Chelsey Anderson, Rhonda Besel, Joi Bohn, Catrina Mairose, Mahogany Plautz.
  - Nays: Donna Dungy, Marcie Smith-Fields.
- *Charnaah Caldwell*
  - **Request:** To waive the 3-year stipulation within MN Rule [2105.0145 Subpart 4.C.](#), which requires applicants for an initial instructor license to document at least 2,700 hours of licensed practice in the same licensure field as the instructor license type sought within the three years prior to application. Charnaah would like to include work experience she obtained prior to the past three years to meet the 2,700-hour requirement. This request is based on hardship.
  - **Motion:** Rhonda Besel – Approve request to waive the 3-year stipulation within MN Rule [2105.0145 Subpart 4.C.](#), permitting Charnaah to include licensed work experience obtained prior to the past three years within the application for an initial instructor license, with the condition that she complete all other licensing requirements and become licensed within one year, by 09/09/2025. **Seconded** by Mahogany Plautz.
  - **Decision:** On a vote of 7 ayes and 0 nays, the waiver request was granted.
    - Ayes: Chelsey Anderson, Rhonda Besel, Joi Bohn, Donna Dungy, Catrina Mairose, Mahogany Plautz, Marcie Smith-Fields.
    - Nays: None
- *Alexandra Floren*
  - **Request:** To waive MN Rule [2105.0145 Subpart 1 C \(1\)](#), which requires initial license applicants to submit proof of completion of training via a Course Completion Certificate. She asked that the Board accept her Clock Hour Verification and student transcript from St. Paul College as proof of program completion in place of the Course Completion Certificate. This request was based on hardship.
  - **Motion:** Rhonda Besel – Approve request to waive Rule 2105.0145 Subpart 1 C (1), allowing the requestor to submit her Clock Hour Verification and student transcript as proof of program completion in place of the Course Completion Certificate, with the condition that she complete all other licensing requirements, including a Skills Course, required for individuals who completed initial training more than five years prior to application for licensure, and become licensed within one year, by 9/9/2025. **Seconded** by Donna Dungy.
  - **Decision:** On a vote of 6 ayes and 0 nays, the waiver request was granted.
    - Ayes: Chelsey Anderson, Rhonda Besel, Joi Bohn, Donna Dungy, Catrina Mairose, Mahogany Plautz.
    - Nays: None
    - Abstained: Marcie Smith-Fields

Board Chair C. Anderson called a 10-minute break at 11:17 AM. Meeting was called back into session at 11:28 AM.

## VI. New Business: Division Reports

- Reports from the Compliance Division, Inspections Division, and Licensing Division were included in the packet for Board review and comment. Following is a summary of the reports.
- **Compliance Division Report**
  - **Compliance Staff Update**
    - The Complaint Committee will meet on September 23, 2024 to review 113 complaints.
  - **New Complaint Breakdown**
    - In the 2nd quarter of 2024, a total of 58 new complaints were filed from the public and 20 complaints were filed by Board staff. Board staff currently have 305 open complaints and are tracking 73 closed complaints by waiting for either completion of infection control course or payment of civil penalties.
- **Inspections Division Report**
  - **Q2 2024 Inspection Summary**
    - 1,941 Salons and 21 Schools – 1,962 Total Inspections
  - **News and Updates:**
    - Staffing Updates: As of July 2, 2024, the board's inspections division employs five inspectors.
  - **Statewide Completion Statistics as of 7/2/2024:**
    - 59% (3,195 salons) inspected within the past one year
    - 41% (2,204 salons) inspected between one and two years ago
    - 0% (0 salons) inspected over two years ago
- **Licensing Division Report**
  - **Licensing Activity Q4**
    - In the second quarter of 2024, we maintained an average processing time of about 2 business days. There was an average of 59 licenses issued per day and 297 licenses issued per week.
  - **Hiring**
    - The Board has hired a new Administrative Assistant, Nyah Ly.
- **Policy Division Report, presented by Jenna Bohl, Senior Manager of Policy & Regulation**
  - **Good Cause Exemption Rulemaking:** The minor rule update, which corrects "38 hours" to "14 hours" for eyelash technician training in Chapter 2105, went into effect Monday, July 22. These rules were able to pass quickly under good cause exemption rulemaking – a process allowed to incorporate specific changes set forth in law when no interpretation of law is required.
  - **Attorney General's Office (AGO) Manual:** On August 12, 2024, Board members were emailed the 2024 AGO Board Manual. This manual is designed as a guide for state boards, their members, and their staff. The AGO hopes that the manual will serve both as a handbook for new board members and staff and as a reminder of relevant laws for those with more experience.
  - **Cosmetology Licensure Compact:** The Council of State Governments (CSG) and the Future of the Beauty Industry Coalition (FBIC) have partnered to support the mobility of licensed cosmetologists through the development of a new interstate compact. The cosmetology licensure compact has been developed and model legislation is available for states to enact to join the compact. Leslie Roste with the FBIC spoke with the Board about the potential pursuit of enacting this legislation. She shared information about the compact, a map showing each states' status with the compact, and the model legislation.

## VII: Adjournment

- **Board Chair** Chelsey Anderson adjourned the meeting at 11:55 AM on September 9, 2024.