

**Minnesota Board of Cosmetology**  
**September 8, 2025, Board Meeting Minutes**  
10:04 AM to 11:30 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  
Rhonda Besel, Member  
Joi Bohn, Member  
Mahogany Plautz, Vice Chair  
Marcie Smith-Fields, Member

**Board Members Absent:**

Donna Dungy, Member  
Catrina Mairose, Member

**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 10:04 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:** Marcie Smith-Fields – Approve proposed agenda with flexibility.
- **Seconded by Rhonda Besel;** 5 ayes, 0 nays; **Motion Carried.**
  - Ayes: Chelsey Anderson, Rhonda Besel, Joi Bohn, Mahogany Plautz, Marcie Smith-Fields.
  - Nays: None

**IV. Approval of Meeting Minutes**

- **Motion:** Mahogany Plautz – Approve minutes from the June 16, 2025, Board Meeting.
- **Seconded by Marcie Smith-Fields;** 5 ayes, 0 nays; **Motion Carried.**
  - Ayes: Chelsey Anderson, Rhonda Besel, Joi Bohn, Mahogany Plautz, Marcie Smith-Fields.
  - Nays: None

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

- *Lisa Duncan*
  - **Request:** Waiver of the three-year stipulation within Minnesota Rule [2105.0145 Subpart 4.C.](#), which requires applicants for an 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. She claims medical hardship as allowed under Minnesota Rule [2105.0820](#).
  - **Motion:** Rhonda Besel - Approve request to waive the three-year stipulation within MN Rule [2105.0145 Subpart 4.C.](#), based on medical hardship, permitting her to count licensed work experience obtained prior to three years ago, **with the condition** that she complete all other licensing requirements and becomes licensed within one year, by **9/8/2026**.
  - **Seconded** by Mahogany Plautz.
  - **Decision:** On a vote of 5 ayes and 0 nays, the motion passed.
    - Ayes: Chelsey Anderson, Rhonda Besel, Joi Bohn, Mahogany Plautz, Marcie Smith-Fields.
    - Nays: None

- *Asia Abdullah*
  - **Request:** Waiver of Minnesota Rule [2105.0183 Subp 1 C](#), which requires out-of-state applicants to submit a skills course certificate from a Minnesota school if the out-of-state license is not active. This request is based on financial hardship and domestic abuse.
  - **Motion:** Rhonda Besel – Approve waiver of Minnesota Rule [2105.0183 Subp 1 C](#), which requires out-of-state applicants to submit a skills course certificate from a Minnesota school if the out-of-state license is not active. The waiver permits her to submit her application without renewing her out-of-state license and without completing a skills course, with the condition she must submit an otherwise complete application and become licensed within the week, by September 12, 2025.
  - **Seconded** by Joi Bohn.
  - **Decision:** On a vote of 5 ayes and 0 nays, the motion passed.
    - Ayes: Chelsey Anderson, Rhonda Besel, Joi Bohn, Mahogany Plautz, Marcie Smith-Fields.
    - Nays: None
- *St. Cloud ISD 742 - TABLED FROM JUNE 2025 BOARD MEETING*
  - **Request:** At the June 2025 Board Meeting, St. Cloud Area School District 742, requested a waiver of [2110.0625 C](#), which states a designated school manager (DSM) must not be responsible for more than one school. The district is requesting that one licensed school manager, Julie Swenson, continue to be allowed to be the DSM for two schools--Tech and Apollo High Schools. This request was based on financial hardship. The Board **approved** this request **with the condition** that a second school manager be designated once class sizes warrant a second instructor (one for each school). The timeline for this waiver is **valid through June 16, 2026**.
  - The Board **tabled** a second condition of this waiver—that classes at the two schools are not scheduled concurrently—until the next Board meeting on September 8, 2025, and requested that Julie Swenson be present at the meeting to better explain how the school's nail program runs.
  - **Motion:** Rhonda Besel – **Remove** the second condition of the 6/16/2025 waiver to not run classes concurrently.
  - **Seconded** by Joi Bohn.
  - **Amend motion:** Rhonda Besel – Amend motion to **add** a condition that if two classes are run concurrently under the same instructor, that the maximum enrollment for the combined class be ten students.
  - Therefore, the waiver to have one designated school manager be responsible for these two schools is in effect through June 16, 2026 with the conditions that 1) a second school manager be designated once class sizes warrant a second instructor (one for each school), and 2) that if two classes are run concurrently under the same instructor, the maximum enrollment of the combined class is 10 students.
  - **Seconded** by Marcie Smith-Fields.
  - **Decision:** On a vote of 5 ayes and 0 nays, the motion passed.
    - Ayes: Chelsey Anderson, Rhonda Besel, Joi Bohn, Mahogany Plautz, Marcie Smith-Fields.
    - Nays: None
- *Molly Lach*
  - **Request:** Waiver of Minnesota Rule [2110.0670 E \(5\)](#), which requires documentation of a student's successful completion of practical exercises, curriculum, and the skills certification review on a form acceptable to the Board. Molly requests exemption from the eyelash extension service quotas and the eyelash extension practical skills test. This request is based on medical hardship due to an eye alignment disorder.
  - **Motion:** Rhonda Besel – Approve request for a waiver of Rule [2110.0670 E\(5\)](#), permitting exemption from the eyelash extension clinical service exercises and the eyelash practical skills test section, which

are to be documented on a Course Completion Certificate, based on medical hardship, with the condition she must not practice eyelash extension services or would be subject to Board action.

- **Seconded** by Mahogany Plautz.
- **Decision:** On a vote of 5 ayes, 0 nays, the motion to table the waiver request passed.
  - Ayes: Chelsey Anderson, Rhonda Besel, Joi Bohn, Mahogany Plautz, Marcie Smith-Fields.
  - Nays: None.
- *Jerea Morgan*
  - **Request:** Waiver of Minnesota Rule [2110.0680 Subpart B.](#), which establishes that accrued student hours are valid for a maximum of five years.
  - **Motion:** Rhonda Besel - Approve request for a waiver of Minnesota Rule [2110.0680 Subpart B.](#), based on hardship, permitting her to attribute cosmetology training hours that she accumulated over 5 years ago toward program completion in Minnesota, with the condition she become licensed within two years, by 9/8/2027.
  - **Seconded** by Mahogany Plautz. Marcie Smith-Fields abstained from voting.
  - **Decision:** On a vote of 4 ayes, 0 nays, and 1 abstaining, the motion passed.
    - Ayes: Chelsey Anderson, Rhonda Besel, Joi Bohn, Mahogany Plautz.
    - Abstain: Marcie Smith-Fields.
    - Nays: None
- *Dana Franzen*
  - **Request:** Waiver of Minnesota Rule [2110.0525](#), which requires an Advanced Practice Esthetician training program to consist of at least 500 hours of coursework. She requests exemption from the 500-hour course requirement so she can apply for an AP esthetician license through testing.
  - If the Board denies this request, Dana requests a waiver of the following portions of Minnesota Rule [2110.0705](#) which relates to transfer students:
    - The portion that states “accrued student hours are valid for five years” to allow training and certifications obtained more than five years ago to be considered for credit toward the 500-hour course requirement.
    - The portion that states training was completed “at another school” to allow training and certifications from third-party vendors to be considered for credit toward the 500-hour course requirement.
  - As part of this secondary request, she requests to waive the skills certification review within Minnesota Rule [2110.0670.E.5.](#), as she states she already passed a practical skills test as part of her original training.
  - **Motion 1:** Rhonda Besel – Deny request to waive [Rule 2110.0525](#), which requires an AP esthetician training program to consist of a board-approved curriculum of 500 hours.
  - **Seconded** by Marcie Smith-Fields.
  - **Decision:** On a vote of 5 ayes and 0 nays, the motion passed.
    - Ayes: Chelsey Anderson, Rhonda Besel, Joi Bohn, Mahogany Plautz, Marcie Smith-Fields.
    - Nays: None
  - **Motion 2:** Rhonda Besel – Deny request to waive the following portions of Minnesota Rule [2110.0705](#):
    - The portion that states “accrued student hours are valid for five years.”
    - The portion that states training was completed “at another school.”
  - **Seconded** by Marcie Smith-Fields.
  - **Decision:** On a vote of 5 ayes and 0 nays, the motion passed.
    - Ayes: Chelsey Anderson, Rhonda Besel, Joi Bohn, Mahogany Plautz, Marcie Smith-Fields.
    - Nays: None
  - **Motion 3:** Rhonda Besel – Deny request to waive the skills certification review within Minnesota Rule [2110.0670.E.5.](#)

- **Seconded** by Marcie Smith-Fields.
  - **Decision:** On a vote of 5 ayes and 0 nays, the motion passed.
    - Ayes: Chelsey Anderson, Rhonda Besel, Joi Bohn, Mahogany Plautz, Marcie Smith-Fields.
    - Nays: None
  - **Discussion:** The Board requested that rules regarding AP esthetician transfer students be brought to a Rules Committee Meeting for discussion.
- *Aryn Cunningham*
    - **Request:** Waiver of Minnesota Rule [2110.0525](#), which requires an Advanced Practice Esthetician training program to consist of at least 500 hours of coursework. She requests exemption from the 500-hour course requirement so she can apply for an AP esthetician license through testing.
    - If the Board denies this request, Aryn requests a waiver of the following portions of Minnesota Rule [2110.0705](#) which relates to transfer students:
      - The portion that states “accrued student hours are valid for five years” to allow training and certifications obtained more than five years ago to be considered for credit toward the 500-hour course requirement.
      - The portion that states training was completed “at another school” to allow training and certifications from third-party vendors to be considered for credit toward the 500-hour course requirement.
    - **Motion 1:** Rhonda Besel – Deny request to waive [Rule 2110.0525](#), which requires an AP esthetician training program to consist of a board-approved curriculum of 500 hours.
    - **Seconded** by Marcie Smith-Fields.
    - **Decision:** On a vote of 5 ayes and 0 nays, the motion passed.
      - Ayes: Chelsey Anderson, Rhonda Besel, Joi Bohn, Mahogany Plautz, Marcie Smith-Fields.
      - Nays: None
    - **Motion 2:** Rhonda Besel – Deny request to waive the following portions of Minnesota Rule [2110.0705](#):
      - The portion that states “accrued student hours are valid for five years.”
      - The portion that states training was completed “at another school.”
    - **Seconded** by Marcie Smith-Fields.
    - **Decision:** On a vote of 5 ayes and 0 nays, the motion passed.
      - Ayes: Chelsey Anderson, Rhonda Besel, Joi Bohn, Mahogany Plautz, Marcie Smith-Fields.
      - Nays: None
    - **Discussion:** The Board requested that rules regarding AP esthetician transfer students be brought to a Rules Committee Meeting for discussion.

## VI. New Business: Division Reports

- Reports from the Administrative Division, Compliance Division, Inspections Division, Licensing Division and Policy Division were included in the packet for Board review and comment. Following is a summary of the reports.
- ***Administrative Division Report, presented by Gina Fast, Executive Director.***
  - **New Authority To Carryforward Operating Appropriations**  
Included in this year’s state government omnibus bill (Laws 2025, Chapter 39) is a temporary provision allowing state agencies to carryforward operating funding across biennia. This provision is temporary through the 2030-31 biennium, when cancellation requirements under Minn. Stat. 16A.28, subdivision 3 will again apply to operating appropriations.
  - **Leadership Exchange**  
We’re excited to launch the Leadership Exchange—a casual, open forum where staff can engage directly with senior leadership. These sessions will be held three times each year to encourage meaningful conversations and connections.

- **Proposed 2026 Meeting Dates**
  - Board Mtg Dates:
    - Jan 26
    - Mar 30
    - Jun 15
    - Sep 14
    - Nov 16
  - Committee Meeting Dates:
    - Feb 2
    - May 4
    - Aug 3
    - Nov 2
- **Motion:** Rhonda Besel – Approve proposed 2026 Board Meeting Dates and 2026 Committee Meeting Dates.
- **Seconded** by Mahogany Plautz.
- **Decision:** On a vote of 5 ayes and 0 nays, the motion passed.
  - Ayes: Chelsey Anderson, Rhonda Besel, Joi Bohn, Mahogany Plautz, Marcie Smith-Fields.
  - Nays: None
- **2026 Committee and Chair Elections coming in November.**
  - Current Committees:
    - Complaint Committee Members: Joi Bohn, Rhonda Besel, Catrina Mairose
    - Rule Committee Members: Marcie Smith-Fields, Rhonda Besel, Donna Dungy
    - Licensing Committee Members: Marcie Smith-Fields, Mahogany Plautz, Chelsey Anderson
    - Legislative Committee Members: Chelsey Anderson, Donna Dungy, Mahogany Plautz
  - Current Chair and Vice Chair:
    - Chair – Chelsey Anderson
    - Vice Chair – Mahogany Plautz
- ***Policy Division Report, presented by Jenna Bohl, Senior Manager of Policy & Regulation.***
  - **Combined Esthetics Program – Tabled Waiver Request Update.**

At its June 8 meeting, the Board tabled Aveda’s waiver request regarding flexibility in sequencing basic and advanced practice (AP) esthetics curriculum within a combined program. The request was tabled to give Board members and Board staff the opportunity to do more research on the topic. One member and staff worked to review the relevant rule language, examine the rulemaking record, and consult with the Office of the Attorney General. Following this review, it was determined that a waiver is not required.

Both the Statement of Need and Reasonableness (SONAR) and the Office of Administrative Hearings (OAH) record reflect that schools offering a combined program were intended to have flexibility in sequencing curriculum. For example, the hearing record describes a program beginning with basic chemical peels and moving into advanced peels before covering other basic exfoliation methods. This commentary makes clear that while combined programs are optional, schools are reasonably allowed the flexibility to deliver the curriculum in this way, provided all requirements for both licenses are met by program completion. MN Rule 2110.0525, Item C is where a combined program is authorized. Item C also stipulates that if a student exits the program early and seeks only an esthetician license, they must have completed all curriculum requirements for that license. The implication is that a student cannot simply reach 600 hours, because those hours may have included advanced content. The rulemaking record supports this interpretation, as the 1,100-hour structure is designed to provide flexibility in how the curriculum is delivered across both license levels.

Aveda has been informed of these findings and of its ability to deliver the combined program with flexibility. The school has officially withdrawn its waiver request, and no further Board action is needed.
  - **Textured Hair Curriculum Requirement**

As required by the new law effective August 1, 2025, cosmetology and hair technician schools must include training on textured hair in their curriculum. Schools were asked to review their courses, update them as needed, and submit an Affidavit of Compliance by July 31, 2025.

All schools have now submitted signed affidavits, confirming that their programs meet the requirement. This approach ensures compliance while giving schools flexibility in how or whether they explicitly document textured hair training, as many schools reported that they already teach techniques on all hair textures but do not distinguish them separately in their course descriptions (e.g., listing “haircutting” without specifying texture).

- **Compliance Division Report**
  - **Compliance Staff Update**
    - We are actively in the process of filling the open Investigator position following Carly's departure.
  - **Complaint Committee Meetings**
    - The Committee met on August 11, 2025, and reviewed 84 cases.
    - The categories of complaints heard during the meeting were as follows:
      - Licensing – 7
      - Infection Control – 9
      - Technical/Other – 10
      - CE Audits – 2
      - Declined Release, Non-Jurisdictional, Doesn't Warrant Resources, or Other - 56
  - **New Complaint Breakdown**
    - In the second quarter of 2025, a total of 131 new complaints were filed with the Board. Board staff currently have 250 open complaints, 17 of which are closed tracking complaints pending either completion of the infection control course or payment of civil penalties.
  - **Reminders**
    - Complaints can only be closed after review by the Board's Complaint Committee, or after a final order issued by the full Board following findings issued by an Administrative Law Judge from an Administrative Hearing.
    - Executed disciplinary actions are public and can be found on the Board website using the online license lookup.
- **Inspections Division Report**
  - **Q2 2025 Inspection Summary**
    - 1,613 Salons and 22 Schools – 1,635 Total Inspections
  - **News and Updates:**
    - Staffing Updates: As of July 7, 2025, the board's inspections division employs five inspectors.
  - **Statewide Completion Statistics as of 7/7/2025:**
    - 62% (3,323 salons) inspected within the past one year
    - 38% (2,056 salons) inspected between one and two years ago.
    - 0% (0 salons) inspected over two years ago.
- **Licensing Division Report**
  - **Licensing Activity Q2**
    - In the second quarter of 2025, we maintained an average processing time of about 5 to 7 business days. There was an average of 60 licenses issued per day and 298 licenses issued per week.

## VII: Adjournment

- Board Chair Chelsey Anderson adjourned the meeting at 11:30 AM on September 8, 2025.