

Minnesota Board of Cosmetology
August 3, 2020 Board Meeting Minutes

10:08 AM to 3:48 PM

WebEx Meeting/Board of Cosmetology Conference Room
1000 University Avenue West Suite 100, St. Paul, MN 55104

Present at Meeting:

Rhonda Besel, Chair	Gina Fast, Executive Director
Chelsey Anderson, Vice Chair	Jill Freudenwald, Chief of Staff
Jodi Friendshuh, Member	Alex Herbert, School Liaison
Mahogany Plautz, Member	Diane DelaBarre, Senior Manager of Operations
Marcie Smith-Fields, Member	Jenna Bohl, Licensing Division Manager
Donna Dungy, Member	Lene Kiser, Compliance Division Manager
Carol Logan, Member	Missy Riste, Licensing Team Lead
	Tami Thein, Executive Assistant

I. Call to Order

- Meeting called to order at 10:08 AM by Rhonda Besel

II. Housekeeping

- Rhonda Besel performed roll call to verify all members were present. Rhonda Besel and Gina Fast spoke at length about the WebEx meeting process.

III. Approval of Proposed Agenda

- **Motion:** Marcie Smith-Fields - Approve proposed agenda with flexibility
- **Seconded** by Donna Dungy; 7 ayes, 0 nays; **Motion Carried.**
 - *Ayes:* Rhonda Besel, Chelsey Anderson, Jodi Friendshuh, Mahogany Plautz, Marcie Smith-Fields, Donna Dungy, Carol Logan
 - *Nays:* None

IV. Approval of Meeting Minutes

- **Motion:** Marcie Smith-Fields - Approve meeting minutes from February 3, 2020
- **Seconded** by Donna Dungy; 7 ayes, 0 nays; **Motion Carried.**
 - *Ayes:* Rhonda Besel, Chelsey Anderson, Jodi Friendshuh, Mahogany Plautz, Marcie Smith-Fields, Donna Dungy, Carol Logan
 - *Nays:* None
- **Motion:** Marcie Smith-Fields - Approve meeting minutes from March 27, 2020
- **Seconded** by Donna Dungy; 7 ayes, 0 nays; **Motion Carried.**
 - *Ayes:* Rhonda Besel, Chelsey Anderson, Jodi Friendshuh, Mahogany Plautz, Marcie Smith-Fields, Donna Dungy, Carol Logan
 - *Nays:* None
- **Motion:** Marcie Smith-Fields - Approve meeting minutes from May 28, 2020
- **Seconded** by Donna Dungy; 7 ayes, 0 nays; **Motion Carried.**
 - *Ayes:* Rhonda Besel, Chelsey Anderson, Jodi Friendshuh, Mahogany Plautz, Marcie Smith-Fields, Donna Dungy, Carol Logan
 - *Nays:* None

- **Motion:** Marcie Smith-Fields - Approve meeting minutes from June 24, 2020
- **Seconded** by Donna Dungy; 7 ayes, 0 nays; **Motion Carried.**
 - *Ayes:* Rhonda Besel, Chelsey Anderson, Jodi Friendshuh, Mahogany Plautz, Marcie Smith-Fields, Donna Dungy, Carol Logan
 - *Nays:* None

V. New Business: Rule Waiver Requests

- *Shelby Kozak*
 - **Request:** Waiver of Minnesota Rule 2105.0145 Subp. 1a B (2), which requires initial license applicants to submit proof of completion of training via a Course Completion Certificate. Her request also involves the test sections and Clinical Service Exercise requirements outlined within the Practical Skills Test Guide. This request is based on medical hardship.
 - **Motion:** Marcie Smith-Fields – Grant waiver request of Minnesota Rule 2105.0145 Subp. 1a B (2), which requires initial license applicants to submit proof of completion of training via a Course Completion Certificate concerning eyelash extensions. Her request also involves the test sections and Clinical Service Exercise requirements outlined within the Practical Skills Test Guide relating to eyelash extensions only, based on medical hardship. **Seconded** by Jodi Friendshuh.
 - **Decision:** On a vote of 7 ayes and 0 nays, the waiver request was granted.
 - *Ayes:* Rhonda Besel, Chelsey Anderson, Jodi Friendshuh, Mahogany Plautz, Marcie Smith-Fields, Donna Dungy, Carol Logan
 - *Nays:* None
- *Alexi T Sanders*
 - **Request:** Waiver of Minnesota Rule 2110.0550, which requires any licensure training hours that are transferred into another training program to be no more than five years old. Alexi wishes to apply 550 hours from her initial esthetician training toward a cosmetology program. This request is based on financial hardship.
 - **Motion:** Carol Logan – Grant the waiver request of MN Rule 2210.0550, which requires any licensure training hours that are transferred into another training program to be no more than five years old. She may apply 550 hours from her initial esthetician training toward a cosmetology program, based on financial hardship. **Seconded** by Chelsey Anderson.
 - **Decision:** On a vote of 7 ayes and 0 nays, the waiver request was granted.
 - *Ayes:* Rhonda Besel, Chelsey Anderson, Jodi Friendshuh, Mahogany Plautz, Marcie Smith-Fields, Donna Dungy, Carol Logan
 - *Nays:* None
- *Alita Strehlow*
 - **Request:** Waiver of Minnesota Rule 2110.0525, which requires an advanced practice esthetician training program to consist of at least 500 hours of coursework. This request is based on financial hardship.
 - **Motion:** Marcie Smith-Fields – Deny the waiver request of Minnesota Rule 2105.0525 which requires an advanced practice esthetician training program to consist of at least

500 hours of coursework. This is based on the request being outside of the grandfathering clause deadline. **Seconded** by Donna Dungy.

- **Decision:** On a vote of 7 ayes and 0 nays, the waiver request was denied.
 - Ayes: Rhonda Besel, Chelsey Anderson, Jodi Friendshuh, Mahogany Plautz, Marcie Smith-Fields, Donna Dungy, Carol Logan
 - Nays: None
- *Amelia Wong*
 - **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 is also including Rule 2105.0145 Subp 1a A (3) which requires a course completion certificate documenting the successful completion of a curriculum from a board-approved school. This request is based on financial hardship.
 - **Motion:** Marcie Smith-Fields – Deny the waiver request of Minnesota Rule 2105.0525 which requires an advanced practice esthetician training program to consist of at least 500 hours of coursework and also including Rule 2105.0145 Subp 1a A (3) which requires a course completion certificate documenting the successful completion of a curriculum from a board-approved school. This is based on the request being outside of the grandfathering clause deadline. **Seconded** by Chelsey Anderson.
 - **Decision:** On a vote of 7 ayes and 0 nays, the waiver request was denied.
 - Ayes: Rhonda Besel, Chelsey Anderson, Jodi Friendshuh, Mahogany Plautz, Marcie Smith-Fields, Donna Dungy, Carol Logan
 - Nays: None
- *Avalon School of Cosmetology*
 - **Request:** Waiver of Minnesota Rule 2110.0630 A which requires a minimum of two licensed instructors to be on the school premises when students are present. This request is based on hardship stemming from the COVID-19 pandemic and applies to a limited number of dates the school was out of compliance with instructor requirements.
 - **Motion:** Marcie Smith-Fields – Grant the waiver of Minnesota Rule 2110.0630 A which requires a minimum of two licensed instructors to be on the school premises when students are present, based on hardship stemming from the COVID-19 pandemic. **Seconded** by Donna Dungy.
 - **Decision:** On a vote of 7 ayes and 0 nays, the waiver request was granted.
 - Ayes: Rhonda Besel, Chelsey Anderson, Jodi Friendshuh, Mahogany Plautz, Marcie Smith-Fields, Donna Dungy, Carol Logan
 - Nays: None
- *Northeast Metro 916 Intermediate School District*
 - **Request:** Variance of Rule 2110.0630 A, which required a minimum of two licensed instructors be on the school premises while students are present, and Rule 2110.0630 A (1) which requires unlicensed substitute instructors to hold a Salon Manager License. The school is requesting the variances due to hardship.
 - **Motion:** Chelsey Anderson – Approve the variance request of Minnesota Rule 2110.0630 (A) and Minnesota Rule 2110.0630A (1). The variance request was approved, based on the following:
 - Application of the rule would result in hardship or injustice to Northeast Metro 916.
 - It would be consistent with public interest.

- It would not negatively impact the legal or economic rights of others.
- The variance protects the public health, safety, and the environment.
- The variance is granted until the license cycle ends; October 31, 2023.

Seconded by Jodi Friendshuh

- **Decision:** On the vote of 7 ayes and 0 nays, the variance request was approved.
 - Ayes: Rhonda Besel, Chelsey Anderson, Jodi Friendshuh, Mahogany Plautz, Marcie Smith-Fields, Donna Dungy, Carol Logan
 - Nays: None
- *Northeast Metro 916 Intermediate School District*
 - **Request:** Variance of Rule 2110.0710, which requires schools to enroll students in no less than a full training program. The school is requesting a variance as they are a high school that offers partial training programs.
 - **Motion:** Chelsey Anderson – Approve the variance request of Minnesota Rule 2110.0710, which requires schools to enroll students in no less than a full training program. The variance request was approved, based on the following:
 - Application of the rule would result in hardship or injustice to Northeast Metro 916.
 - It would be consistent with public interest.
 - It would not negatively impact the legal or economic rights of others.
 - The variance protects the public health, safety, and the environment.
 - The variance is granted until October 31, 2023.
 - Seconded** by Donna Dungy.
 - **Decision:** On the vote of 7 ayes and 0 nays, the variance request was approved.
 - Ayes: Rhonda Besel, Chelsey Anderson, Jodi Friendshuh, Mahogany Plautz, Marcie Smith-Fields, Donna Dungy, Carol Logan
 - Nays: None
- *The Annex Professional Association Approval Request*
 - **Request:** Julie Annen is seeking Board recognition as a professional association for her non-profit corporation, The Annex.
 - **Motion:** Jodi Friendshuh – Approve the recognition of the Annex as a professional association and give Board staff the authority to approve their application on a yearly basis without coming before the Board. **Seconded** by Donna Dungy.
 - **Decision:** On a vote of 7 ayes and 0 nays, the Board recognition was granted.
 - Ayes: Rhonda Besel, Chelsey Anderson, Jodi Friendshuh, Mahogany Plautz, Marcie Smith-Fields, Donna Dungy, Carol Logan
 - Nays: None
- *Wright Technical Center*
 - **Request:** Variance of Rule 2110.0630 A, which requires a minimum of two licensed instructors be on the school premises while students are present, the school is requesting a variance due to declining student enrollment and financial hardship.
 - **Motion:** Chelsey Anderson – Approve the variance request of Minnesota Rule 2110.0630 A. The variance request was approved, based on the following:
 - Application of the rule would result in hardship or injustice to Wright Technical Center.
 - It would be consistent with public interest.
 - It would not negatively impact the legal or economic rights of others.

- The variance protects the public health, safety, and the environment.
- The variance is granted until the license cycle ends October 31, 2023.

Seconded by Donna Dungy.

- **Decision:** On the vote of 7 ayes and 0 nays, the variance request was approved.
 - *Ayes:* Rhonda Besel, Chelsey Anderson, Jodi Friendshuh, Mahogany Plautz, Marcie Smith-Fields, Donna Dungy, Carol Logan
 - *Nays:* None

- *Wright Technical Center*
 - **Request:** Variance of Rule 2110.0710, which requires schools to enroll students in no less than a full training program. The school is requesting a variance as they are a high school that offers partial training programs.
 - **Motion:** Chelsey Anderson – Approve the variance request of Minnesota Rule 2110.0710, which requires schools to enroll students in no less than a full training program. The variance request was approved, based on the following:
 - Application of the rule would result in hardship or injustice to Wright Technical Center.
 - It would be consistent with public interest.
 - It would not negatively impact the legal or economic rights of others.
 - The variance protects the public health, safety, and the environment.
 - The variance is granted until October 31, 2023.

Seconded by Donna Dungy.

 - **Decision:** On the vote of 7 ayes and 0 nays, the variance request was approved.
 - *Ayes:* Rhonda Besel, Chelsey Anderson, Jodi Friendshuh, Mahogany Plautz, Marcie Smith-Fields, Donna Dungy, Carol Logan
 - *Nays:* None

- *Atelier Academy*
 - **Request:** Variance of Rule 2110.0630, which requires a minimum of two licensed instructors be on the school premises while students are present, and a 1:20 instructor to student ratio. The school is requesting a variance due to health and financial hardship.
 - **Motion:** Chelsey Anderson – Deny the variance request of Minnesota Rule 2110.0630. The variance request was denied, based on the following:
 - It has not caused hardship or injustice to Atelier Academy.
 - It would be not consistent with public interest as there would be no one licensed at the school.

Seconded by Donna Dungy.

 - **Decision:** On the vote of 7 ayes and 0 nays, the variance request was denied.
 - *Ayes:* Rhonda Besel, Chelsey Anderson, Jodi Friendshuh, Mahogany Plautz, Marcie Smith-Fields, Donna Dungy, Carol Logan
 - *Nays:* None

- *Cosmetology Careers Unlimited*
 - **Request:** Variance of Rule 2110.0630 A, which requires a minimum of two licensed instructors be on the school premises while students are present, and a 1:20 instructor to student ratio.
 - **Motion:** Chelsey Anderson – Deny the variance request of Minnesota Rule 2110.0630 A. The variance request was denied, based on the following:

- It has not caused hardship or injustice to Cosmetology Careers Unlimited.
- It would be not consistent with public interest at this time.

Seconded by Donna Dungy

- **Decision:** On the vote of 7 ayes and 0 nays, the variance request was denied.
 - *Ayes:* Rhonda Besel, Chelsey Anderson, Jodi Friendshuh, Mahogany Plautz, Marcie Smith-Fields, Donna Dungy, Carol Logan
 - *Nays:* None

- *Apree Gardner-Henry*
 - **Request:** Extension of previously granted waiver of Minnesota Rule 2105.0155 Subp. 4, which required applicants for a grandfathered Advanced Practice (AP) Esthetician Operator License via the student grandfathering provision to have graduated from an esthetician training program on or after 1/1/2018 and before 6/1/2019, submit passing AP Esthetician Written Practical and General Theory test results, and to submit a complete grandfathering application to the board office by 12/31/2020. This request is based on hardship.
 - **Motion:** Carol Logan – Conditionally approve the waiver extension for extending the grandfathering deadline within Minnesota Rule 2105.0155 Subp. 4, which required applicants for a grandfathered Advanced Practice (AP) Esthetician Operator License via the student grandfathering provision to have graduated from an esthetician training program and submit passing AP Esthetician Written Practical and General Theory test results, and to submit a complete grandfathering application to the board office by 12/31/2019, based on hardship, with the provision that she schedules her tests within 14 days of receipt of this notice and have a completed application into the Board office by September 30, 2020. **Seconded** by Donna Dungy.
 - **Decision:** On the vote of 7 ayes and 0 nays, the waiver extension was conditionally approved.
 - *Ayes:* Rhonda Besel, Chelsey Anderson, Jodi Friendshuh, Mahogany Plautz, Marcie Smith-Fields, Donna Dungy, Carol Logan
 - *Nays:* None
 - **Amended Motion:** Rhonda Besel – The exams must be scheduled within 14 days of when the letter is sent from the Board office. **Seconded** by Donna Dungy.
 - **Decision:** On the vote of 7 ayes and 0 nays, the waiver extension was conditionally approved.
 - *Ayes:* Rhonda Besel, Chelsey Anderson, Jodi Friendshuh, Mahogany Plautz, Marcie Smith-Fields, Donna Dungy, Carol Logan
 - *Nays:* None

- *Nhu Ngoc Bui*
 - **Request:** Waiver of Minnesota Rule 2105.0145 Subp. 1 B (2) & (3), which requires applicants for their initial operator license to submit passing results from the written practical test and test on Minnesota laws and rules which are no more than one year old. This request is based on hardship.
 - **Motion:** Marcie Smith-Fields – Approve the waiver request of the Minnesota Rule 2105.0145 Subp. 1 B (2) & (3), which requires applicants for their initial operator license to submit passing results from the written practical and the test on Minnesota laws and rules which are no more than one year old provided a completed application with passing exam results is received in the Board office by within 30 days of receiving notice, based on hardship. **Seconded** by Donna Dungy.

- **Decision:** On the vote of 7 ayes and 0 nays, the waiver request was approved.
 - Ayes: Rhonda Besel, Chelsey Anderson, Jodi Friendshuh, Mahogany Plautz, Marcie Smith-Fields, Donna Dungy, Carol Logan
 - Nays: None
- **Amended Motion:** Rhonda Besel – The complete application must be received in the Board office within 30 days of when the letter is sent. **Seconded** by Donna Dungy.
- **Decision:** On the vote of 7 ayes and 0 nays, the waiver request was approved.
 - Ayes: Rhonda Besel, Chelsey Anderson, Jodi Friendshuh, Mahogany Plautz, Marcie Smith-Fields, Donna Dungy, Carol Logan
 - Nays: None
- *Hilary Underwood*
 - **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 is also requesting a waiver of Rule 2105.0145 Sub 1a A (2) (a)&(b) which require original passing results no more than one year old from the AP esthetician general theory and written practical test. This request is based on hardship.
 - **Motion:** Marcie Smith Fields – Conditionally approve waiver of Minnesota Rule 2110.0525, which requires an advanced practice esthetician training program to consist of at least 500 hours of coursework. And a waiver of Rule 2105.0145 Sub 1a A (2) (a)&(b) which requires original passing results no more than one year old from the advanced practice esthetician general theory and written practical test. Medical hardship prevented her from submitting a grandfathering application by the deadline of 7/31/2019, despite her having met all AP grandfathering licensure requirements prior to the deadline. This is based on hardship. The complete application must be submitted within 30 days of the date on the notice from the Board. **Seconded** by Donna Dungy
 - **Decision:** On the vote of 7 ayes and 0 nays, the waiver request was conditionally approved.
 - Ayes: Rhonda Besel, Chelsey Anderson, Jodi Friendshuh, Mahogany, Marcie Smith-Fields, Donna Dungy, Carol Logan
 - Nays: None
- *Jolene Forsberg*
 - **Request:** Waiver of Minnesota Rule 2105.0145 Subp. 4C, which requires applicants for their initial instructor license to have 2,700 hours of licensed practice within the three years prior to application. This request is based on financial and medical hardship.
 - **Motion:** Mahogany Plautz – Approve the waiver request of Minnesota Rule 2105.0145 Subp. 4C, which requires applicants for their initial instructor license to have 2,700 hours of licensed practice within the three years prior to application. This request is based on financial and medical hardship. We will accept her licensed practice January 2010 and forward to count toward her hours (2,700). **Seconded** by Donna Dungy.
 - **Decision:** On the vote of 7 ayes and 0 nays, the waiver request was approved.
 - Ayes: Rhonda Besel, Chelsey Anderson, Jodi Friendshuh, Mahogany Plautz, Marcie Smith-Fields, Donna Dungy, Carol Logan
 - Nays: None
- *Carly Williams*

- **Request:** Waiver of Minnesota Rule 2105.0145 Subp. 4C, which requires applicants for their initial instructor license to have 2,700 hours of licensed practice within the three years prior to application. This request is based on hardship.
- **Motion:** Marcie Smith Fields – Deny the waiver request of Minnesota Rule 2105.0145 Subp. 4C, which requires which requires applicants for their initial instructor license to have 2,700 hours of licensed practice within the three years prior to application, due to lack of documentation. **Seconded** by Mahogany Plautz.
- **Decision:** On the vote of 7 ayes and 0 nays, the waiver request was denied.
 - *Ayes:* Rhonda Besel, Chelsey Anderson, Jodi Friendshuh, Mahogany Plautz, Marcie Smith-Fields, Donna Dungy, Carol Logan
 - *Nays:* None

Jodi Friendshuh left meeting at 2:58 PM.

- *Katy Baldry*
 - **Request:** Waiver of Minnesota Rule 2105.0145 Subp. 4 C, which requires applicants for an initial instructor license to have 2,700 hours of licensed practice within the three years prior to application. This request is based on financial hardship.
 - **Motion:** Marcie Smith Fields – Deny the waiver request of Minnesota Rule 2105.0145 Subp. 4 C, which requires which requires applicants for their initial instructor license to have 2,700 hours of licensed practice within the three years prior to application, due to work experience in an unlicensed salon. **Seconded** by Donna Dungy.
 - **Decision:** On a vote of 6 ayes and 0 nays, the waiver request of was denied.
 - *Ayes:* Rhonda Besel, Chelsey Anderson, Mahogany Plautz, Marcie Smith-Fields, Donna Dungy, Carol Logan
 - *Nays:* None

VI. New Business: Division Reports

Administrative Division

- Discussion of Committee Appointments for new members Mahogany Plautz and Carol Logan.
 - **Motion:** Rhonda Besel – Appoint Carol Logan to the Complaint Committee and Licensing Committee and Mahogany Plautz to the Rule Committee and Legislative Committee. **Seconded** by Donna Dungy.
 - **Decision:** On a vote of 6 ayes and 0 nays, the motion was approved.
 - *Ayes:* Rhonda Besel, Chelsey Anderson, Mahogany Plautz, Marcie Smith-Fields, Donna Dungy, Carol Logan
- Discussion of Board Member Accountability Form.
 - **Motion:** Marcie Smith-Fields – Approve the MN Board of Cosmetology Board Member Responsibility and Accountability form **Seconded** by Donna Dungy.
 - **Decision:** On a vote of 6 ayes and 0 nays, the motion was approved.
 - *Ayes:* Rhonda Besel, Chelsey Anderson, Mahogany Plautz, Marcie Smith-Fields, Donna Dungy, Carol Logan
- Lawsuit Dismissal
- Donna Dungy asked question regarding a Board member’s role in Board finances.
 - Gina Fast provided a summary of the Board's limited role in Board finances which are largely determined by the Legislature.

- Hosting Board Meeting off-site
 - Because of COVID-19, we will not have the October 2020 meeting off-site.

Compliance Division

2020 Quarter 1

- Rachael Bower has been on leave since 11/25/2019 her first day back was 2/19/2020.
- Complaint Committee met on 1/21/2020
 - The Committee reviewed 42 complaints.
- In the first quarter of 2020, a total of 52 new complaints were filed with the Board. Board staff were tracking 363 closed complaints by waiting for either completion of the infection control course or payment of civil penalties.

2020 Quarter 2

- Lindsey Saxe has been on leave since 5/1/2020. Her first day back is today, 8/3/2020 and she will be working a part-time schedule until 9/8/2020 when she will return to full-time hours.
- Complaint Committee met on 4/13/2020.
 - The Committee reviewed 27 complaints.
- Complaint Committee meeting on 7/27/2020 was cancelled therefore the next Complaint Committee meeting is scheduled for 10/26/2020. No new numbers due to this.
- In the second quarter of 2020, a total of 41 new complaints were filed with the Board. Board staff have 97 open complaints and are currently tracking 363 closed complaints by waiting for either completion of the infection control course or payment of civil penalties.
- Complaint Reminder

Inspections Division

2020 Quarter 1

- In the first quarter of 2020, 970 salons and 1 school were inspected, a total of 971 inspections.
- One field inspector resigned from their position in February. Another new field inspector was hired in March.
- Due to COVID-19 and efforts to migrate the spread of inspection, salon inspections were temporarily put on hold March 16 – June 22, 2020. No salon or school inspections were completed at this time.
- Statewide Completion Statistics as of 4/8/2020:
 - 80% (4,376 salons) inspected within the past one year
 - 20% (847 salons) inspected between one and two years ago
 - 0% (0 salons) inspected over two years ago

2020 Quarter 2

- In the second quarter of 2020, 105 salons and 0 schools were inspected, a total of 105 inspections.
- Due to COVID-19 and efforts to migrate the spread of inspection, salon inspections were temporarily put on hold March 16 – June 22, 2020. No salon or school inspections were completed at this time.
- Statewide Completion Statistics as of 7/9/2020:
 - 56% (4,062 salons) inspected within the past one year
 - 44% (2384 salons) inspected between one and two years ago
 - 0% (0 salons) inspected over two years ago

Licensing Division

2020 Quarter 1

- In the first quarter of 2020, we maintained an average processing time of about 14 business days. There was an average of 55 licenses issued per day and 276 licenses issued per week.

2020 Quarter 2

- In the second quarter of 2020, we maintained an average processing time of about 10 business days. There was an average of 47 licenses issued per day and 235 licenses issued per week.

Policy and Rulemaking Division

- The Board hired an Administrative Specialist, Fralinda Zazay. At the Board, she will assist each division with various administrative tasks.
- **Rule Docket 4552:** In March, new rules removing unnecessary barriers to licensure were adopted.
 - High School Diploma (MN Rule 2105.0145)
 - The requirement that an initial licensure applicant have a high school diploma or GED has been eliminated. A new rule requires that the applicants be at least 17-year old.
 - Salon Manager License (MN Rule 2105.0145, Subp. 2)
 - Applicants who wish to apply for a salon manager license no longer need to have 2,700 hours of salon work experience.
 - Designated Sinks (MN Rule 2105.0360, Subp. 6)
 - Although salons remain required to have at least one designated sink for handwashing and disinfecting, work areas that do not have a sink may now be continuously equipped with an alcohol-based hand sanitizer which is wall-mounted or visible at all times.
- **Rule Docket 4456:** This is an overhaul of the School Rules (2110).
 - The Advisory Committee on School Rules met on 2/25/2020 for its first meeting. At the meeting, topics of discussion included ground rules, subject areas to focus on and an overview of the rulemaking process.
 - Next meeting is scheduled for August.
 - Once we have a draft of the rules, they would go to the Rules Committee for review.
- **Schools**
 - Since the last Board meeting when the Board approved schools to move scheduled theory instruction online until 1/1/2021, some schools have pursued approval of curriculum changes, allowing a permanent online theory option. Like salons, schools are currently allowed to operate at a limited capacity of 50% per Executive Orders.
- **Internal Controls**
 - The Board of Cosmetology's 2020 Annual Internal Control System Certificate and the Control System Assessment Tool (SCAT) were submitted on July 20 to the Minnesota Management and Budget's Internal Control and Accountability Unit.
- **Legislative Updates**
 - At the end of 2020 the legislature passed SF 2898 which exempts hairstyling and makeup services from licensure requirements. The new law was effective July 1, 2020.
 - Board staff and our attorney Alan worked on FAQ/guidance document. The guidance document is attached for your review and approve via motion.
 - General discussion amongst Board members regarding the guidance document.
 - **Motion:** Marcie Smith-Fields- To adopt the attached guidance document regarding Laws of Minnesota 2020, Chapter 106, as proposed, and allow staff to make technical

changes as needed. As such, this document will be used in correspondence with licensees and the public. **Seconded** by Donna Dungy.

- **Decision:** On a vote of 6 ayes and 0 nays, the motion was approved.
 - *Ayes:* Rhonda Besel, Chelsey Anderson, Mahogany Plautz, Marcie Smith-Fields, Donna Dungy, Carol Logan
 - *Nays:* *None.*

VII: Public Comments

- None.

VIII: Adjournment

- Meeting was adjourned at 3:48 PM by Rhonda Besel.