



Minnesota Board of Barber Examiners

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BOARD MEETING
MONDAY May 19, 2014
Minutes

Board Members Attending: Chair Jon Stone, Clarence Jones, Kenneth Kirkpatrick, and James Robinson. Absent: None

Board Staff: Executive Secretary: Thora Fisko, Inspector: Trevor White

Assistant Attorney General: Mike Tostengard and members of the Public

1) Call to Order

Chair Stone called the meeting to order at 8:31 am

2) Approve Agenda

Motion by member Robinson to approve as presented second by member Jones, motion carried unanimously.

3) Approve Minutes

Motion by member Robinson to approve as presented, second by member Kirkpatrick, motion carried unanimously.

Unfinished Business

4) None noted

New Business

5) Examinations

A. May 5, 2014 Moler Barber School

Chair Stone commented that all seemed to go well at the exam and ask for the exam report.

Secretary Fisko reported:

Apprentice Exam: 8 passed, 3 eligible for written only retake, 1 failure, and 1 no show

Master Exam: 12 passed, 3 eligible for written only retake, 1 failure and one individual arrived late who was not allowed to sit for the exam.

Instructor: 1 individual took and passed the exam

Written only retakes have been scheduled.

B. August 4, 2014 scheduled at Moler Barber School

MCTC will be on break so Moler will again host the exam

C. Written examinations Minn. Stat. 214.03 Subdivision 1 states:

Subdivision 1. Standardized tests used.

All state examining and licensing boards, other than the State Board of Law Examiners, the Lawyers Professional Responsibility Board, or any other board established by the Supreme Court to regulate the practice of law and judicial functions, shall use national standardized tests for the objective, non-practical portion of any examination given to prospective licensees to the extent that such national standardized tests are appropriate, except when the subject matter of the examination relates to the application of Minnesota law to the profession or calling being licensed.

Information regarding the nationally standardized exam by NIC was shared with the Board members.

Discussion included questions regarding cost to licensees, availability of other examinations and the possible need to seek bids, delay in getting exam results, and computer vs paper administration. The NIC exam is available either computerized or paper and pencil. Exams are provided by NIC, administered by the Board, returned to NIC for scoring and results are then sent to the applicant and Board.

Secretary Fisko pointed out that the fee charged is mostly related to the licensing fee and not a standalone exam fee.

Member Kirkpatrick suggested that since Milady and NIC representatives and members of other Boards that use these services will be available at the National Association of Barber Boards of America (NABBA) additional information may be gathered there. Member Kirkpatrick also stated that the NABBA is exploring the possibility of developing an exam as well.

The Boards policy regarding five day turn around for results and any other Board policies and time lines need to be considered.

Member Robinson suggested that we need to evaluate carefully and that making any decision would be premature. Motion to table this item for further study, second by member Jones, motion to table carried unanimously

6) 2015 Board Meetings

Discussion regarding the potential of having Board meetings outstate one or two times a year.

Member Kirkpatrick indicated that in the past meetings were held in Duluth and the Wilmar area and approximately 15 to 30 barbers attended these meetings.

Member Robinson suggested if the Board determines to do this that meeting locations for the next two or three years, around the state, should be determined in advance so that it will be known when and where the meetings will be held well in advance.

Member Jones suggested that making this effort may be worthwhile being a state wide board. It was further suggested that the Initiative Foundation has a regional model that may be helpful in determining areas for meetings.

Chair Stone asked for additional information from the members and staff for consideration at the next meeting.

7) Rule Variance Request

None

8) Correspondence

A. NABBA Conference Announcement

Conference materials were reviewed. Member Kirkpatrick discussed the training that was presented the first day last year and how that went. Chairman Stone commented that he found the conference to be of value when he attended and he would encourage members to attend at least once during their term on the board.

Member Kirkpatrick will attend as a member of the NABBA Executive Committee, Chair Stone, member Robinson and member Jones all indicated interest in attending. Executive Secretary Fisko will attend as well and participate in the Administrators meeting(s).

Secretary Fisko shared the requirements of approval for out of state travel:

“Justification for Trip: Explain the benefits to the state and why the trip is considered in the State’s best interest, and include an agenda, itinerary or schedule for the conference or event. If applicable, justify the need for multiple persons traveling to the same event.”

The benefit of the event for all members and the training value of the event was discussed and the Board determined that all members will attend if so desired.

B. Letter Minneapolis Community Technical College

Chair Stone noted an error in the proposed dates in the letter. Secretary Fisko will contact the Dean’s office with correction.

9) Inspector Report

A. Inspections completed: 563 of 811 current barber shops have been completed since hire.

B. Violations Found: Minor sanitation violations such as wet dip needing to be changed, floors swept, sanitation rules posted etc... These minor violations are corrected on the spot at the time of inspection and a copy of rules provided by the inspector if needed.

10) Executive Secretary Report

A. Legislative Update

1. Felony Level Criminal Sexual Conduct

2. Active military, spouses, and veterans temporary registration – Requires an expedited licensing process and a report regarding temporary licensure feasibility

Member Robinson asked that any new expenses be tracked and/or additional funding be requested if needed.

3. Remove “Tuberculosis” from 154.25 Passed chapter 192

4. Mobile Barber Shops

The Legislature just finished it's session over the week-end and the Executive Secretary will research the results of the legislative session and impact for Board operations and report at the next meeting.

B. New certificate format beginning 5/1/2014

The individual Apprentice and Master Barber certificates now include an area for a photo of the barber to be attached per our current statute and rule requirements.

C. Financial Report

A copy of the most current budget summary was provided to Board Members for Expenditures and Receipts with a brief summary.

It was noted that during planning additional penalty fees were anticipated and therefore projected revenues are higher than actual receipts however we have collected sufficient funds to cover all expenses.

There was some discussion regarding the complaint process.

D. Other

Barber Shop renewals are being mailed today and on line renewal will be in place within a day or two.

11) Call for Public Comments

Piere Barns asked questions regarding the potential for Mobile barbershops and expressed interest in being on the legislative committee regarding this issue.

12) Other New Business

The board went into closed session at 9:10 to discuss confidential staff issue.

A. Executive Secretary Performance Review

B. Other Staff related items

The meeting was reopened to the public at 9:22

During closed session the Executive Secretary's Review was completed and the status of Customer Service staff status.

C. Exams vs Meetings and the pertinence of a quorum for the examinations. The situation was evaluated and there is no statutory language that a quorum is required for an examination and therefore a quorum of the board members is not required to conduct an examination.

Board Member Robinson stated that in relation to the quorum question he is aware that his current medical situation and absence is related to this question. He has seen the doctor four days in a row at one point. His current issues are related to his feet and legs and ability to ambulate as he has been unable at times to walk or stand. At this time member Robinson reports he believes things are improving and he is committed to continuing as a member of the Board throughout his term.

Member Jones noted that he missed the last examination due to confusion regarding the dates and apologized to the Board.

13) Meeting Schedule

July 28, 2014

September 22, 2014

November 24, 2014

Complaint Committee meets in closed session following the board meetings

It was noted that that meeting dates are posted on the office door and on the website.

14) Adjournment

Motion by member Jones to adjourn the meeting, second by member Kirkpatrick, motion carried unanimously.