



State of Idaho  
Division of Occupational and Professional Licenses  
Idaho Barber and Cosmetology Services Licensing Board

**BRAD LITTLE**  
Governor  
**RUSSELL BARRON**  
Administrator

11341 W Chinden Blvd.  
P.O. Box 83720  
Boise, ID 83720-0063  
(208) 334-3233  
dopl.idaho.gov

**Regular Meeting Minutes of 10/24/2022**

<b>Board Members Present:</b>	Debra J Thompson - Chair Merrilyn Cleland Thomas E Grimsman Wendy S Rucker	<b>Division Staff:</b>	Cesley Metcalfe, Board Support Supervisor John Price, Investigative Unit Manager Nick Krema, Legal Counsel Emily Rough, Board Support Specialist Christopher Gilliam, HR Specialist, Sr. Allegra Earl, Licensing Supervisor Opal Farnham, Investigative Support Specialist Teri Bradshaw, Area 4 Inspector
<b>Board Members Absent:</b>	Geneal Thompson Lindy High		

The meeting was called to order at 8:30 AM by Debra J Thompson.

**Introductions**

Mr. Price introduced Teri Bradshaw as one of the inspectors in Blackfoot and Opal Farnham as the new Investigative Support Specialist.

**Approval of Minutes**

Motion was made and seconded to approve 08/08/2022 minutes. Motion carried unanimously.

**DIVISION BUSINESS**

**Board Training:** Mr. Gilliam presented a respectful workplace training.

**Financial Update:** No financial update was provided.

**BOARD BUSINESS**

**Set 2023 Regular Meeting Dates:** The Board set its 2023 regular meetings for 9:00 AM MT on the following dates: February 13, 2023; April 17, 2023; June 12, 2023; August 14, 2023; October 16, 2023; and December 11, 2023.

**Conference Updates and Reports:** Ms. Cleland provided Ms. G Thompson's and her report on the 2022 NIC Annual Conference.

**Educational Flyers:** Mr. Price presented educational flyers for cosmetology establishments regarding single-use and prohibited salon items. Mr. Price also stated that the Board's laws and rules are currently being translated into multiple languages for posting on the Board's website and in barber and cosmetology establishments.

**PROV Contract:** Motion was made and seconded to send a 90-day termination letter to the current exam provider. Motion carried unanimously.

Motion was made and seconded to authorize the Board chair to sign the PROV Contract. Motion

carried unanimously.

**Licensing Report:** Ms. Metcalfe presented a report on applications received and licenses issued and renewed by staff since the last meeting.

**Licensure Application Review:** Motion was made and seconded to approve application BESA-286309. Motion carried unanimously.

**Public Comment:** Ms. Dooley asked when PROV will take over as the new exam provider. Ms. D Thompson responded that a PROV will be the new provider beginning February 1, 2023. Ronda Clark asked if the new testing company will offer the exam in multiple languages. Ms. D Thompson answered in the affirmative.

### **Executive Session**

Motion was made and seconded to enter executive session under Idaho Code § 74-206(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law, Idaho Code § 74-106(9). The purpose of the executive session was to discuss documents relating to the fitness of a licensee to obtain or retain a license or registration. The vote was: Ms. D Thompson, aye; Mr. Grimsman, aye; Ms. Cleland, aye; and Ms. Rucker, aye. Motion carried unanimously.

Motion was made and seconded to exit executive session. Motion carried unanimously. No decisions were made in executive session.

**Board Discipline:** Motion was made and seconded to close the following case numbers with an advisory letter: I-BCB-2022-48; I-BCB-2022-272; I-BCB-2022-307; I-BCB-2023-4; BCB-2022-142 & 143; and to accept the following Stipulation and Consent Orders and authorize the Board chair to sign on behalf of the Board: BCB-2022-193; BCB-2022-209 & 210; BCB-2022-217; BCB-2022-237 & 238; BCB-2022-239 & 240; BCB-2022-242 & 243; BCB-2022-244; BCB-2022-248 & 249; BCB-2022-263; BCB-2022-280; BCB-2022-284; BCB-2022-285; BCB-2022-289 & 290; BCB-2022-291 & 292; BCB-2022-294 & 295; BCB-2022-296 & 297; BCB-2023-4 & 5; BCB-2023-8 & 9; BCB-2023-10 & 11; BCB-2023-12 & 13; BCB-2023-15 & 16; BCB-2023-17 & 18; BCB-2023-19 & 20; BCB-2022-135 & 136; BCB-2021-212 & 213; and BCB-2022-99 & 100. Motion carried unanimously.

Motion was made and seconded to approve the Findings of Fact, Conclusions of Law, and Final Order in case numbers BCB-2021-149 and BCB-2022-59, and to allow the Board chair to sign on behalf of the Board. Motion carried unanimously.

**Licensure Application Review:** Motion was made and seconded to deny application COSA-285860 based on Idaho Code § 54-5823(9) due to a prior revocation. Motion carried unanimously.

### **Adjourn**

There being no further business, the meeting was adjourned at 9:41 AM MDT.

The next meeting is on 12/19/2022.