



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

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

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**Minutes of 2/13/2023**

<b>Board Members Present:</b>	Debra J Thompson - Chair Merrilyn Cleland Thomas E Grimsman Wendy S Rucker John Murphy Lindy High	<b>Division Staff:</b>	Cesley Metcalfe, Board Support Program Manager John Price, Investigations Program Manager Greg Loose, Legal Counsel Emily Rough, Board Support Specialist Lindsay Guille, Licensing Specialist
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<b>Board Members Absent:</b>	Geneal Thompson	<b>Others Present:</b>	Eric Nelson, Board Prosecutor
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The meeting was called to order at 9:01 AM by Debra J Thompson.

**Approval of Minutes**

A motion was made and seconded to approve the 12/19/2022 and 1/30/2023 minutes. The motion carried unanimously.

**DIVISION BUSINESS**

**Legislative Session Overview:** Ms. Metcalfe stated that the Board's omnibus rules are currently making their way through the Legislature and that Division staff will provide updates at future meetings on the rules progress and any other legislation affecting the Board.

**DOPL Strategic Plan:** Ms. Metcalfe explained the three main goals of DOPL's strategic plan: lead through transparency and exceptional customer service, public protection through consistent enforcement, and make recognizable and measurable reform through permissionless innovation.

**Confidentiality, Conflict of Interest, and Honorarium Policies:** Mr. Loos reviewed the confidentiality, the conflict of interest, and the honorarium policies with the Board.

**Board Meeting Survey:** The Division will begin providing an anonymous survey to each Board member seeking feedback on how to better serve the Board.

**BOARD BUSINESS**

**Exam Update:** Ms. Guille stated that the transition to the new exam provider has gone well. ProV added additional testing dates to meet demand and is planning to add a remote testing option in April.

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

**Review of Applications:** A motion was made and seconded to approve application COSA-287614 to sit for the exam. The motion carried unanimously.

**Zero-Based Regulation:** This discussion was tabled until the next meeting.

**Public Comment:**

Margarita Castellanos, The Salon Professional Academy, informed the Board that students have been told by ProV that there is no remote option for the practical exam. The Board chair responded that a remote option will be available at some point in the future.

**Executive Session**

A 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; Mr. Murphy, aye; Ms. Rucker, aye; and Ms. High, aye. The motion carried unanimously.

A motion was made and seconded to exit executive session. The motion carried unanimously. No decisions were made in executive session.

**Discipline**

A motion was made and seconded to close case numbers I-BCB-2023-45&46, I-BCB-2023-82, and I-BCB-2023-73 without action. The motion carried unanimously.

A motion was made and seconded to close case numbers I-BCB-2023-38 and I-BCB-2023-68 with an advisory letter. The motion carried unanimously.

A motion was made and seconded to authorize the prosecuting attorney to negotiate a Stipulation for case numbers BCB-2022-153, BCB-2023-14, I-BCB-2023-58, I-BCB-2023-69, and I-BCB-2023-59 and once obtained to authorize the Board chair to sign on behalf of the Board. The motion carried unanimously.

A motion was made and seconded to approve the Stipulation and Consent Orders and to authorize the Board chair to sign on behalf of the Board for the following case numbers: BCB-2022-156, BCB-2022-190, BCB-2022-270&271, BCB-2022-287&288, BCB-2023-6&7, BCB-2023-22, BCB-2022-293, BCB-2023-38&39, BCB-2023-53&54, and BCB-2023-64&65.

A motion was made and seconded to authorize the Board chair to sign the Notice of Violation and Settlement Orders for the following case numbers: BCB-2022-231&232&233&234, BCB-2023-26, BCB-32&33, BCB-2023-55&56, BCB-57&58, BCB-59&60, BCB-2023-62, BCB-2023-63, and BCB-2023-75&76. The motion carried unanimously.

A motion was made and seconded to approve the Findings of Fact, Conclusions of Law, and Final Order in case number BCB-2022-60 and to allow the Board chair to sign on behalf of the Board. The motion carried unanimously.

**Adjourn**

There being no further business, the meeting was adjourned at 11:09 AM.

The next meeting is on 03/27/2023.