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State of Missouri

Kathleen (Katie) Steele Danner, Division Director  
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Emily R. Carroll  
Executive Director

## Meeting Notice

### State Board of Cosmetology and Barber Examiners Division of Professional Registration

Jefferson City, Missouri

**November 13-14, 2016**

The Missouri State Board of Cosmetology and Barber Examiners will meet on Sunday and Monday November 13<sup>th</sup> and 14<sup>th</sup> convening at 8:00 a.m. on Sunday the 13<sup>th</sup> and 8:00 a.m. on Monday the 14<sup>th</sup>, at the Division of Professional Registration, located at 3605 Missouri Boulevard, Jefferson City, MO 65109. For individuals with special needs, notification should be forwarded to the Missouri State Board of Cosmetology and Barber Examiners, P.O. Box 1062; 3605 Missouri Boulevard, Jefferson City, Missouri or by calling (573) 751-1052 to ensure available accommodations. The text telephone number for the hearing impaired is 800-735-2966.

Except to the extent disclosure is otherwise required by law, the Missouri State Board of Cosmetology and Barber Examiners is authorized to close meetings, records and votes, to the extent they relate to the following: Sections 610.021 (1), (3), (5), (7), (13) and (14), RSMo, and Chapter 324.001.8 and 324.001.9, RSMo.

The Board may go into closed session at any time during the meeting. If the meeting is closed the appropriate section will be announced to the public with the motion and vote recorded in open session minutes.

REVISED: 10/27/16  
POSTED: 11/17/15

**State Board of Cosmetology and Barber Examiners  
Division of Professional Registration  
3605 Missouri Blvd  
Jefferson City, MO 65109**

**November 13-14, 2016**

**TENTATIVE OPEN SESSION AGENDA**

**Sunday, November 13, 2016**

**8:00 a.m.**

- a.) Call to order
- b.) Roll Call

**1. Approval of Open Session Agenda**

**Closed Session** – The Board will move into closed session pursuant to Section 610.021 Subsections (1), (3), (5), (7), and (14), RSMo, and Sections 324.001.8 and 324.001.9, RSMo for the purpose of discussing investigative reports and/or complaints and/or audits and/or other information pertaining to a licensee or applicant, and discussing general legal actions, causes of action or litigation and any confidential or privileged communications between this agency and its attorney, for deliberation on discipline, for discussing hiring, firing, disciplining or promoting an employee of this agency, for discussing applicants for licensure, performance evaluations pertaining to individual employees, testing and examination materials, and for the purpose of approving the minutes of one or more previous meetings.

**Monday, November 14, 2016**

**8:00 a.m.** The Board will convene in Closed Session

- a) Call to order
- b) Roll call

**9:00 a.m.** The Board will move into Open Session

**9:00 a.m. Disciplinary Hearings**

**2. Michael Russaw, BAR 2011009179, Leenaj Beauty & Barber Designs, BAS 2011024684, Owner (Booth Renter), Kansas City, Case No. 2015004210**

**3. John Easley, BAR 009603, Styles with Eaze, BSH 2010042416, owner (master), Florissant, unlicensed activity, Case no. 2013000761**

**4. Carissa Johnson, COA 2010032141, The Glamour Studio, Unlicensed, Owner (Booth Renter), St. Louis, Case No. 2015000853**

**5. Approval of Open Session Minutes**

- July 17-18, 2016
- September 26, 2016 Conference Call

**6. Approval of Expense Accounts and Per Diems**

**7. Financial Report**

**8. Executive Director's Report – Emily Carroll**

- Current Licensee Count

**9. Inspectors Report**

Report provided by Inspector Supervisor reflecting number of inspections conducted for the month.

**10. President's Report – Wayne Kindle**

**11. Proposed Rules, Drafts and Updates**

- 20 CSR 2085-3.010 (Fees)
- 20 CSR 2085-5.010 (SB106)
- 20 CSR 2085-5.030 (SB106)
- 20 CSR 2085-5.030 (State Law Test)
- 20 CSR 2085-5.040 (SB106)
- 20 CSR 2085-7.010 (SB106)
- 20 CSR 2085-7.030 (SB106)
- 20 CSR 2085-7.030 (State Law Test)
- 20 CSR 2085-7.040 (SB106)
- 20 CSR 2085-8.060 (Instructor Reinstatement)
- 20 CSR 2085-8.070 (SB106)
- 20 CSR 2085-12.020 (Training Kits)
- 20 CSR 2085-12.080 (Training Kits)

**12. General Counsel –** At the January 2016 meeting the Board voted to have the Executive Director research additional options for use of general counsel during the Sunday portion of each meeting.

At the May 2016 meeting the Board voted to have the Executive Director collect more information from current general counsel within Professional Registration to see if any attorneys would serve as general counsel for the Sunday portion of each meeting.

At the July 2016 meeting the Board voted to place the General Counsel job opportunity on the Missouri Bar Association website and other outlets deemed necessary.

**13. Lisa Shepherd, Springfield Senior Nail Care LLC, Springfield –** Board to review proposal for apprentice supervisor seminar training.

**14. NIC Exam Update**

**15. 2017 Tentative Board Meeting Dates**

**Open Discussion** – Dialog with General Public Attending Open Session

- Missouri Association of Cosmetology Schools
- Associated Hairdressers and Cosmetologists of Missouri, Inc.
- National Hair Braiders Association

Upon completion of Open Session, the Board will move into Closed Session.

The Board may move immediately into Closed Session for completion of any unfinished business pursuant to Section 610.021 Subsections (1) (3) (5) (7) and (14), RSMo, and Sections 324.001.8 and 324.001.9, RSMo for the purpose of discussing investigative reports and/or complaints and/or audits

and/or other information pertaining to a licensee or applicant, and discussing general legal actions, causes of action or litigation and any confidential or privileged communications between this agency and its attorney, for deliberation on discipline, for discussing hiring, firing, disciplining or promoting an employee of this agency, for discussing applicants for licensure, performance evaluations pertaining to individual employees, testing and examination materials, and for the purpose of approving the minutes of one or more previous meeting.

The Board will complete any unfinished business in Closed Session.  
Upon completion of Closed Session, the Board will move into Open Session.

**\*\*Adjournment\*\***

**State Board of Cosmetology and Barber Examiners  
Division of Professional Registration  
3605 Missouri Blvd  
Jefferson City, MO 65109**

**November 13-14, 2016**

The Missouri State Board of Cosmetology and Barber Examiners were called to order in open session by Vice-president, Jacklyn Crow at 8:00 a.m. on Sunday, November 13, 2016 at the Division of Professional Registration, 3605 Missouri Boulevard, Jefferson City, Missouri.

**Sunday, November 13, 2016**

**Board Members Present:**

Wayne Kindle, President, absent  
Jacklyn Crow, Vice-president  
Joe Nicholson, Secretary  
Linda Bramblett, Member  
Leo Price, Sr., Member  
Leata Price-Land, Member  
Christie Rodriguez, Member  
Christine Kiefer, Public Member  
Lori Bossert, Public Member, absent

**Staff Present:**

Emily R. Carroll, Executive Director  
Emily Conde, PR Administrative Coordinator  
Brittany Tomblinson, Processing Technician Supervisor  
Jamie Cox, Litigation Counsel

1. Approval of Open Session Agenda

A motion was made by Leata Price-Land and seconded by Joe Nicholson to approve the Open Session Agenda as submitted.  
Motion carried.

A motion was made by Leata Price-Land and seconded by Joe Nicholson to move into closed session pursuant to Section 610.021 Subsections (1), (3), (5), (7), and (14), RSMo, and Sections 324.001.8 and 324.001.9, RSMo for the purpose of discussing investigative reports and/or complaints and/or audits and/or other information pertaining to a licensee or applicant, and discussing general legal actions, causes of action or litigation and any confidential or privileged communications between this agency and its attorney, for deliberation on discipline, for discussing hiring, firing, disciplining or promoting an employee of this agency, for discussing applicants for licensure, performance evaluations

pertaining to individual employees, testing and examination materials, and for the purpose of approving the minutes of one or more previous meetings.

Roll call vote:

Jacklyn Crow	aye	Linda Bramblett	aye
Leo Price, Sr.	aye	Christie Rodriguez	aye
Joe Nicholson	aye	Christine Kiefer	aye
Leata Price-Land	aye		

Motion carried.

**3:30 p.m. The Board recessed in closed session and will reconvene on Monday, November 14, 2016 at 8:00 a.m.**

### **Monday, November 14, 2016**

#### **Board Members Present:**

Wayne Kindle, President, absent  
Jacklyn Crow, Vice-president  
Joe Nicholson, Secretary  
Linda Bramblett, Member  
Leo Price, Sr., Member  
Leata Price-Land, Member, absent  
Christie Rodriguez, Member  
Christine Kiefer, Public Member  
Lori Bossert, Public Member, absent

#### **Staff Present:**

Emily R. Carroll, Executive Director  
Emily Conde, PR Administrative Coordinator  
Brittany Tomblinson, Processing Technician Supervisor  
Jamie Cox, Litigation Counsel  
Thomas Townsend, General Counsel

**8:03 a.m.** Reconvened in Closed Session.

**8:49 a.m.** Board moved into Open Session.

### **9:00 a.m. Disciplinary Hearings**

**2. Michael Russaw, BAR 2011009179, Leenaj Beauty & Barber Designs, BAS 2011024684, Owner (Booth Renter), Kansas City, Case No. 2015004210**  
The Board held a Disciplinary Hearing in open session at 9:00 a.m. for Michael Russaw. Michael Russaw was not present and without counsel for the Disciplinary Hearing. Jamie Cox represented the Board of Cosmetology and Barber Examiners and Thomas Townsend served as the Board's legal advisor. Board members present were Jacklyn Crow, Linda Bramblett, Joe Nicholson, Leo Price, Sr., Christie Rodriguez, and Christine Kiefer. At the conclusion of the Disciplinary Hearing the Board held its deliberation in Closed Session.

**3. John Easley, BAR 009603, Styles with Eaze, BSH 2010042416, owner (master), Florissant, unlicensed activity, Case no. 2013000761**

The Board held a Disciplinary Hearing in open session at 9:06 a.m. for John Easley. John Easley was not present and without counsel for the Disciplinary Hearing. Jamie Cox represented the Board of Cosmetology and Barber Examiners and Thomas Townsend served as the Board's legal advisor. Board members present were Jacklyn Crow, Linda Bramblett, Joe Nicholson, Leo Price, Sr., Christie Rodriguez, and Christine Kiefer. At the conclusion of the Disciplinary Hearing the Board held its deliberation in Closed Session.

**4. Carissa Johnson, COA 2010032141, The Glamour Studio, Unlicensed, Owner (Booth Renter), St. Louis, Case No. 2015000853**

The Board held a Disciplinary Hearing in open session at 9:11 a.m. for Carissa Johnson. Carissa Johnson was not present and without counsel for the Disciplinary Hearing. Jamie Cox represented the Board of Cosmetology and Barber Examiners and Thomas Townsend served as the Board's legal advisor. Board members present were Jacklyn Crow, Linda Bramblett, Joe Nicholson, Leo Price, Sr., Christie Rodriguez, and Christine Kiefer. At the conclusion of the Disciplinary Hearing the Board held its deliberation in Closed Session.

**5. Approval of Open Session Minutes**

A motion was made by Christie Rodriguez and seconded by Joe Nicholson to approve the Open Session Minutes of the July 17-18, 2016 meeting.

Motion carried with all members present and participating.

A motion was made by Christie Rodriguez and seconded by Joe Nicholson to approve the Open Session Minutes of the September 26, 2016 meeting.

Motion carried with all members present and participating.

**6. Approval of Expense Accounts and Per Diem**

A motion was made by Joe Nicholson and seconded by Christie Rodriguez to approve the expense accounts and per diems as submitted.

Motion carried with all members present and participating.

**7. Financial Report**

The Beginning Fund Balance for FY2017 was \$6,067,143.95. As of September 30, 2016 our total revenue received was \$152,571.94. Of the Expense and Equipment Appropriation there has been \$81,105.49 expended. Total transfers as of September 30, 2016 are \$414,932.18. Leaving the current Fund Balance as of September 30, 2016 at \$5,723,678.22.

A motion was made by Joe Nicholson and second by Christie Rodriguez to approve the financial report.

Motion carried with all members present and participating.

**8. Executive Director Report – Emily R. Carroll**

- Board licensee totals as of October 25, 2016

- Active: 76,130
- Inactive: 3,386
- Total: 78,429

A motion was made by Joe Nicholson and seconded by Christie Rodriguez to approve the Executive Director report.

Motion carried with all members present and participating.

**9. Inspectors Report** – This is an informational item.

Of the 14,566 Establishment inspections due to be inspected a minimum of 1 time annually by October 30<sup>th</sup> there are 340 remaining for 2015-2016.

Of the 15,380 Establishment inspections due to be inspected a minimum of 1 time annually by October 30<sup>th</sup> there are 15,373 remaining for 2016-2017.

A motion was made by Joe Nicholson and second by Christie Rodriguez to approve the Inspectors report.

Motion carried with all members present and participating.

**10. President's Report** – Wayne Kindle

- Absent

**11. Proposed Rules Update**

- 20 CSR 2085-3.010 (Fees) – Revised and included student/apprentice reduction and renewal reduction; Governor's office for final approval; effective March 31, 2017.
- 20 CSR 2085-5.010 (SB106) – Governor's office for final approval
- 20 CSR 2085-5.030 (SB106) – Governor's office for final approval
- 20 CSR 2085-5.030 (State Law Test) – Ready to file upon completion of SB 106 amendments.
- 20 CSR 2085-5.040 (SB106) - Governor's office for final approval
- 20 CSR 2085-7.010 (SB106) – Governor's office for final approval
- 20 CSR 2085-7.030 (SB106) – Governor's office for final approval
- 20 CSR 2085-7.030 (State Law Test) – Ready to file upon completion of SB 106 amendments.
- 20 CSR 2085-7.040 (SB106) - Governor's office for final approval
- 20 CSR 2085-8.060 (Instructor Reinstatement) – Governor's office for final approval
- 20 CSR 2085-8.070 (SB106) - Governor's office for final approval
- 20 CSR 2085-12.020 (Training Kits) – Governor's office for final approval
- 20 CSR 2085-12.080 (Training Kits) – Governor's office for final approval

A motion was made by Joe Nicholson and seconded by Christie Rodriguez to approve the proposed rules update.  
Motion carried with all members present and participating.

**12. General Counsel** – At the January 2016 meeting the Board voted to have the Executive Director research additional options for use of general counsel during the Sunday portion of each meeting.

At the May 2016 meeting the Board voted to have the Executive Director collect more information from current general counsel within Professional Registration to see if any attorneys would serve as general counsel for the Sunday portion of each meeting.

At the July 2016 meeting the Board voted to place the General Counsel job opportunity on the Missouri Bar Association website and other outlets deemed necessary.

- Resumes have been submitted for consideration and are still being collected.
- Executive Director to review all resumes and ask general questions of applicants.
- Christine Kiefer will assist the Executive Director with the initial candidate review.
- Bring top (3 or 4) candidates to the Board for review at the January 2017 meeting.

A motion was made by Joe Nicholson and seconded by Linda Bramblett to request the Executive Director review all applications and bring top (3 or 4) candidates to the January 2017 meeting for Board review.  
Motion carried with all members present and participating.

**13. Lisa Shepherd, Springfield Senior Nail Care LLC, Springfield** – Board to review proposal for apprentice supervisor seminar training.

A motion was made by Joe Nicholson and seconded by Christie Rodriguez to request the Executive Director invite Lisa Shepherd to the January 2017 meeting.  
Motion carried with all members present and participating.

**14. NIC Exam Update**

- The Board has sent a notice to all schools regarding the details of the transition to the new theory examination provider and examination fee reduction.
- Fee reduction initiated November 1, 2016 for all new candidates registering and paying for examinations. Refunds are not being given.
- IQT sent an email to all candidates on November 10, 2016 that have paid for the examination and not yet tested advising of the fee expiration on December 31, 2016.

- St. Louis practical location has changed. Executive Director completed a site visit of the new location in St. Louis located at the Holiday Inn Airport West Marquette Ballroom, 3400 Rider Trail South, Earth City, Missouri 63045.
- Test dates have been posted on the Board's website. PCS has sent out notification of the 2017 examination dates along with the new St. Louis practical examination location information.
- All Prometric locations have been posted on the Board's website with notice these locations are 2017 and forward. PCS has placed the same information provided to the schools on their website.
- Executive Director requests if any issues or concerns arise please notify her and she will address to try and ensure a smooth transition.
- Executive Director will request PCS to continue providing all school reports as previously done.

A motion was made by Christie Rodriguez and seconded by Joe Nicholson to approve the NIC Exam Update.  
Motion carried with all members present and participating.

**15. 2017 Tentative Board Meeting Dates**

- **January 22-23, 2017**
- **March 19-20, 2017**
- **May 21-22, 2017**
- **July 23-24, 2017**
- **September 17-18, 2017**
- **November 12-13, 2017**

**Open Discussion** – Dialog with General Public Attending Open Session  
Public members present: None

**9:49 a.m.** A motion was made by Joe Nicholson and seconded by Christie Rodriguez to move into closed session pursuant to Section 610.021 Subsections (1), (3), (5), (7), and (14), RSMo, and Sections 324.001.8 and 324.001.9, RSMo for the purpose of discussing investigative reports and/or complaints and/or audits and/or other information pertaining to a licensee or applicant, and discussing general legal actions, causes of action or litigation and any confidential or privileged communications between this agency and its attorney, for deliberation on discipline, for discussing hiring, firing, disciplining or promoting an employee of this agency, for discussing applicants for licensure, performance evaluations pertaining to individual employees, testing and examination materials, and for the purpose of approving the minutes of one or more previous meetings.

Roll call vote:

Jacklyn Crow

aye

Linda Bramblett

aye

Leo Price, Sr.	aye	Christie Rodriguez	aye
Joe Nicholson	aye	Christine Kiefer	aye
Leata Price-Land	absent		

Motion carried.

**10:01 p.m.** A motion was made by Joe Nicholson and seconded by Christie Rodriguez to move into Open Session.

Roll call vote:

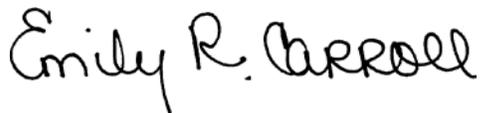
Jacklyn Crow	aye	Linda Bramblett	aye
Leo Price, Sr.	aye	Christie Rodriguez	aye
Joe Nicholson	aye	Christine Kiefer	aye
Leata Price-Land	absent		

Motion carried.

**10:01 p.m. A motion was made by Joe Nicholson and seconded by Christie Rodriguez to adjourn in open session.**

Motion carried with all members present and participating.

**\*\*Adjournment\*\***



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Executive Director  
Approved on January 23, 2017