

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

**OPEN SESSION MINUTES
November 17, 2025**

The Missouri State Board of Cosmetology and Barber Examiners was called to order in open session by President, Timothy Root at 8:10 a.m. on Monday, November 17, 2025, at the Division of Professional Registration, located at 3605 Missouri Blvd, Jefferson City, Missouri 65109.

Monday, November 17, 2025

Board Members:

Timothy Root, President
Leo Price, Sr., Vice-President
Michelle Luster, Secretary
William Davis, Member
Hanh Nguyen, Member
Matthew Ross, Member

Staff:

Karla Johansen, Executive Director
Kourtney Cooper, Administrative Coordinator
Tara Graupman, CSR Supervisor
Sarah Ledgerwood, Chief Legal Counsel
Wes Sutton, Legislative Director

1. **Approval of Open Session Agenda**
A motion was made by Michelle Luster and seconded by Matthew Ross to approve the Open Session Agenda as submitted.
Motion carried.
2. **Approval of Open Session Minutes**
 - September 22, 2025 (Mail Ballot)A motion was made by Michelle Luster and seconded by Matthew Ross to approve the September 22, 2025 (Mail Ballot); Open Session Minutes as submitted.
Motion carried.
3. **Approval of Expense Reports and Per Diems**
A motion was made by William Davis and seconded by Matthew Ross to approve the Per Diems and Expense Reports as submitted.
Motion carried.

4. Financial Report

A motion was made by Michelle Luster and seconded by William Davis to approve the Financial Report as submitted.
Motion carried.

5. Executive Director's Report – Karla Johansen

The Executive Director reviewed the current licensee count.

The Executive Director shared renewals from July 1- September 30, 2025 went well as everyone is learning the new licensure portal (MOPRO). 89% of licenses were renewed in a timely matter and 83% of licenses were renewed online using the new portal.

Kourtney Cooper shared that she attended CLEAR Conference- September 15-18, 2025 (Chicago, IL).

Timothy Root and William Davis shared their experience attending National Association of Barber Boards of America (NABBA): 2025 Annual Conference- September 13-18, 2025 (West Virginia).

Leo Price shared his experience attending National Interstate Council of State Boards of Cosmetology (NIC): 2025 Annual Conference- October 17-21, 2025 (Glendale, AZ).

Karla Johansen will be attending National Association of Barber Boards of America Mid-Year Conference in February 14-27, 2026 (Charleston, SC).

The Executive Director shared she is looking into the CLEAR Conference: Winter Symposium- January 7-8, 2026 (Nashville, TN) and CLEAR Conference: Investigator/Inspector- May 4-6, 2026 (Austin, TX) for Board staff to attend.

The Executive Director shared the Licensure System Call Center has been closed. Prov, Inc. hosted a School Overview in St. Louis on November 9, 2025, and had many schools attend in-person and online.

The Executive Director shared that the Kansas City practical examination location will be relocating temporarily and there is a parking fee at this location.

A motion was made by William Davis and seconded by Matthew Ross to approve the Executive Director's report as submitted.

Motion carried.

6. Inspectors Report

A motion was made by Michelle Luster and seconded by William Davis to approve the Inspectors Report as submitted.
Motion carried.

7. President's Report- Timothy Root

Timothy Root shares his appreciation for Karla Johansen and Board staff for their hard work during the renewal period.

A motion was made by William Davis and seconded by Matthew Ross to approve the President's report as submitted.

Motion carried.

8. Proposed Rules, Drafts and Updates

Rule clean-up on 20 CSR 2085-12.060, 20 CSR 2085-13.030, 20 CSR 2085-5.010, 20 CSR 2085-5.020, 20 CSR 2085-5.030, 20 CSR 2085-7.010, 20 CSR 2085-7.030, 20 CSR 2085-8.010, 20 CSR 2085-8.030, 20 CSR 2085-8.080, 20 CSR 2085-9.010.

A motion was made by Michelle Luster and seconded William Davis to approve the proposed rules, drafts and updates as submitted.

Motion carried.

9. 2026 Proposed Board Meeting Dates

January 12, 2026, March 16, 2026, May 11, 2026, July 20, 2026, September 14, 2026 (Mail Ballot), and November 9, 2026.

A motion was made by Michelle Luster and seconded William Davis to approve the 2026 proposed Board Meeting dates as submitted.

Motion carried.

10. Seminar Providers Annual Training- Board to review proposal to offer annual training for all Seminar Providers.

A motion was made by William Davis and seconded by Michelle Luster that the Board requests all Apprentice Seminar providers to appear before the Board prior to approve and recommend they attend the Annual Seminar Provider Training hosted by Board staff.

Motion carried.

11. Prov, Inc. – Board to review updated Candidate Information Bulletin (CIB) for all exams.

A motion was made by Matthew Ross and seconded by Leo Price to approve the updated Candidate Information Bulletin (CIB) for all exams effective January 1, 2026. The exam videos can be purchased from the National Interstate Council of State Boards of Cosmetology (NIC).

Motion carried.

12. N2U Learning: Teresa Miller, Lees Summit- Board to review request to offer apprentice seminars for 2026.

A motion was made by Michelle Luster and seconded by Matthew Ross to approve the proposed apprentice seminars for 2026 with the recommendation that Teresa attend the Annual Seminar Provider Training.

Motion carried.

13. Idle Hands Grooming Company: Micah Johnson, St. Louis- Board to review request to offer apprentice seminars for 2026.

A motion was made by Michelle Luster and seconded by Hanh Nguyen to approve the proposed apprentice seminars for 2026 with the recommendation that Micah attend the Annual Seminar Provider Training.

Motion carried.

14. **Karizma Salon: Stacy Brown, Rogersville-** Board to review request to offer apprentice seminars for 2026.
A motion was made by Michelle Luster and seconded by William Davis to approve only the in-person proposed apprentice seminars for 2026 with the recommendation that Stacy attend the Annual Seminar Provider Training.
Motion carried.
15. **N2U Learning: Teresa Miller, Lees Summit-** Board to review request to offer Instructor seminars for 2026.
A motion was made by Michelle Luster and seconded by William Davis to approve the proposed Instructor seminars for 2026.
Motion carried.
16. **N2U Learning: Teresa Miller, Lees Summit -** Board to discuss hair braiding course proposal.
A motion was made by William Davis and seconded by Michelle Luster to refer this case to the Board's legal counsel to draft a letter regarding not being able to approve the proposed hair braiding course.
Motion carried.
17. **Student Enrollment (Start) Dates –** Board to discuss start dates verses beginning training dates.
A motion was made by Michelle Luster and seconded by William Davis to have the Executive Director recommend that all schools attend the Annual School Overview and compose a letter to all schools advising them that the Board can implement discipline on schools for students starting training prior to the student license being issued.
Motion carried.
18. **Legislation (Liaison: Wes Sutton)**
Informational.

Open Discussion

9:33 a.m. A motion was made by Michelle Luster and seconded by William Davis to move into closed session pursuant to Section 610.021 Subsections (1), (3), (5), (6), (7), (13), 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.

Roll call vote:

Matthew Ross aye Michelle Luster aye

Open Minutes
November 17, 2025

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|----------------|-----|---------------|-----|
| Leo Price, Sr. | aye | Timothy Root | aye |
| Hanh Nguyen | aye | William Davis | aye |

Motion carried.

2:36 p.m. A motion was made by Michelle Luster and seconded by Matthew Ross to adjourn in open session.

Motion carried.

Approved:

Date:

Karla Johnson
2/3/2026

