

## MINUTES

The Tennessee State Board of Cosmetology held a meeting October 3, 2011 at 9:00 a.m. in Nashville, Tennessee.

The following members were present: Linda Colley, Board Chairman, Nina Coppinger Vice Chairman, June Hucceby, Muriel Smith, Janet Wormsley, Pearl Walker, Diana Buchanan and Virgilene Lotze.

Others present: Beverly Waller Board Director, Terrance Bond Attorney for the Board and Hazel Buttrey Licensing Technician.

Meeting was called to order by Board Chair Linda Coley.

Linda Colley, Board Chairman welcomed everyone to the board meeting and acknowledged the cosmetology schools in attendance.

### FORMAL HEARING HELD-

Request for approval of the August 1, 2011 board meeting minutes.

MOTION made by Janet Wormsley and seconded by Virgilene Lotze to approved minutes from the August 1, 2011 board meeting. Motion carried unanimously.

### APPEAR BEFORE THE BOARD-

Pam Pitner is here today at the request of the Board. Ms Pitner submitted a request to the Board at the August 1, 2011 meeting to be permitted to perform eyelash extensions in her facility "The Salon for Permanent Beauty" which is license as a tattoo/permanent makeup establishment and Ms. Pitner holds a tattoo license. Ms. Pitner explained to Board Members she was not aware she was required to be license as a cosmetologist or aesthetician to perform eyelash extension. She had taken a training course for eyelash

extensions and she has been performing this service in her tattoo shop for a while. She has recently enrolled in the esthetics curriculum in a school of cosmetology. She is requesting the Board to grandfather her in and allow her to continue performing eyelash extensions in her shop while she is in school.

MOTION made by Nina Coppinger and seconded by Muriel Smith to deny her request to be grandfathered in to continue to perform eyelash extensions in her tattoo shop. Motion carried unanimously.

Ms. Leticia Angarita Pava submitted an application for reciprocity of cosmetology license from Columbia which was presented to the Board at the March 2011 meeting. After reviewing the information submitted the Board voted to accept 792 hours of instruction she completed in Columbia in the curriculum and she would be required to complete an additional 708 hours in the curriculum and pass the state board cosmetology examination to qualify for license in Tennessee. Ms. Pava requested to appear before the Board today to discuss with the Board their decision. The gentleman with Ms. Pava is here to translate because she does not speak or understand English very well.

MOTION made by June Huckey and seconded by Muriel Smith to request Ms. Pava submit a work history to the Board for review from Columbia where she stated she had worked for several years as a cosmetologist. Motion carried unanimously.

#### COSMETOLOGY SCHOOL APPLICATIONS-

Application for change of location for “Paul Mitchell The School Knoxville”.

MOTION made by Muriel Smith and seconded by June Hucceby to have the Board Member and Board Inspector for the area inspect the school for approval for change of location. Motion carried unanimously.

Application for new school of cosmetology “Tri County Beauty College of Middle Tennessee” located in Pleasant View, Tennessee. The school owner was confused on dates of the board meeting and fail to get the application and supporting documents to the board office for the August meeting by 1 day. The school has been inspected by Board Member Linda Colley and

Board Inspector Terry Barnes and was found to be in compliance with all requirements. Approval was granted to open. I need the Board's vote to issue license.

MOTION made by Muriel Smith and seconded by Nina Coppinger to issue school license. Motion carried unanimously.

Application for new school of cosmetology "Douglas J. Aveda Institute of Knoxville" was presented to the Board at the August meeting. The school has been inspected by the Board Member Janet Wormsley and Board Inspector Steve Sloan. The school was found to be in compliance with all requirements. Approval was granted to open. I need the Board's vote to issue license.

MOTION made by June Hucceby and seconded by Muriel Smith to issue school license. Motion carried unanimously.

Application for Cosmetology School "Image Maker Beauty Institute". This application was presented to the Board at the March 2011 meeting at which time the Board voted approval of the change of ownership and the change of name. Change of location was pending until the school was completed and ready for inspection. The school was inspected 09/20/2011 by Board Member Linda Colley and Board Inspector Terry Barnes was found to be in compliance with all requirements and approval was granted to open. I need the Board's vote to issue license.

MOTION made by June Hucceby and seconded by Muriel Smith to issue school license. Motion carried unanimously.

Notification from cosmetology school owner Susan Christian that "Universal Salon Academy" located in Maryville, Tennessee will began offering the 300 hours instructor curriculum 09/19/11. In her notification all necessary information is provided.

NO VOTE REQUIRED-

Notification from Tennessee Technology Center, Murfreesboro, Tennessee they will began offering a 48 hour cosmetology refresher/reinstatement for

license courses. The notification provides all the necessary information and the plans are to start the program January 2012.

#### NO VOTE REQUIRED-

Notification from Miller Motte Technical Colleges Clarksville, Chattanooga, and Madison Tennessee stating hours will now be listed as clocked hours in the cosmetology curriculums and are requesting the Board's approval. Hours were previously listed as credit hours. The information provided indicates addition of hours in the curriculums by the school.

MOTION made by June Huckleby and seconded by Muriel Smith to request a representative from Miller-Motte Technical College appear before the Board at the next schedule meeting to provide clarification of the changes. Motion carried unanimously.

#### APPLICATIONS FOR EXAMINATION-

The first eight (8) applications for examination: Brandy Michelle Griffin, April Dawn Andrews, Ashley Starr Gatney, Jennifer Madison, Michelle Renee Pinkowski, Dawn Matthews-Smith, Kenisha Frierson, and Leslie Hodge all have felonies. The necessary information has been submitted from the applicant and the school attended.

MOTION made by Nina Coppinger and seconded by Muriel Smith approval of applications for examination with signed agreed orders issued from legal. Motion carried unanimously.

Application for examination from Phuong Nguyen. Applicant previously was license in Tennessee and her license was revoked because applicant had purchased hours in a beauty school in Texas. The State of Texas Board of Cosmetology revoked her license because she purchased hours at a school in Texas and did not attend class. After a period of time she was permitted to attend school in Texas and take the state board examination in Texas and become license in that state. She placed an application for reciprocity with the Tennessee State Board August 2010 and the Board declined the application and advised her she could submit an application to take the

examination in Tennessee. She has completed 600 hours in the manicurist curriculum at South Institute in Tennessee and is now submitting the application for examination as the board previously advised.

MOTION made by Nina Coppinger and seconded by Muriel Smith to approve Ms. Nguyen's application for examination. Motion carries unanimously.

Application for examination from Erin Jenkins. Ms Jenkins hours are over the required time period of 7 years for completion of the cosmetology curriculum. Letters from applicant and the cosmetology school she attended are submitted for Board review.

MOTION made by Muriel Smith and seconded by Diana Buchanan to approve the application for examination. Motion carried unanimously.

Application for examination from Sophia Thach. Applicant's application states she attended Angle Beauty Academy in Texas and she does not have a high school diploma. She has submitted letter explaining why she has no high school diploma. Certification of student hours from the Texas State Board has not been submitted.

MOTION made by Nina Coppinger and seconded by Muriel Smith to request applicant have a certification of her student hours submitted to the state board office and if certification is provided the application for examination is approved. Motion carried unanimously.

Application for examination from Phoung Troung. This application was presented at the April 2011 board meeting and the August 2011 board meeting. The application for examination was declined each time. Applicant completed hours in the manicurist curriculum a Georgia Beauty School while living and going to high school in Cookeville, Tennessee. She has submitted a letter from Georgia Beauty School, Inc. which list details of her dates of attendance during high school breaks, weekends and holidays.

MOTION made by Nina Coppinger and seconded by Diana Buchanan to approve the application for examination. Motion carried unanimously.

## REQUEST FOR EXTENSIONS-

Request for extension from the 2011 cosmetology instructor seminar for Paige S. Turnbow. Physician statement attached.

MOTION made by June Huckleby and seconded by Nina Coppinger approval of extension request. Motion carried unanimously.

Request for extension from 2011 cosmetology instructor seminar for Larry Freeman. Mr. Freeman was present at the meeting and requested to address the Board advising his mother had died and the funeral attendance was the reason he did not attend the seminar.

MOTION made by June Huckleby and seconded by Diana Buchana approval of the extension request. Motion carried unanimously.

Request for extension from the 2010 instructor seminar for Wilma Hart. Physician statement attached.

MOTION made by June Huckleby and seconded by Muriel Smith approval of the extension request. Motion carried unanimously.

Request for extension from the 2011 instructor seminar for Audrey Lulow. Applicant license does not expire until 2013 however applicant was granted previous extension which required her to attend 2011 seminar. Applicant has not attended a seminar since 2009. Physician statement attached.

MOTION made by Nina Coppinger and seconded by Muriel Smith to decline the request for an extension. Motion carried unanimously.

Request for extension from the 2011 instructor seminar for Mary Armstrong. Last seminar attend was 2009 to be in compliance with ever 2 years she was required to attend 2011. Physician statement attached.

MOTION made by Diana Buchanan and seconded by Virgilene Lotze to approve the extension request. Motion carried unanimously.

Request for extension from the 2011 instructor seminar for Cherri Jones. Last seminar attended was 2009 to be in compliance with ever 2 years she was required to attend in 2011. Physician statement attached.

Attorney Terrance Bond advised the Board no need for motion or vote for this extension request. With the process now in place for continuing educational documentation licensee is in compliance.

Request for extension from Shirley Dobbins. From reviewing her file Ms.Dobbins was granted extensions in 2006 was required to attend 2007 and 2008. She did not attend in 2007 but did in 2008. Did not attend 2009 but attended in 2010 and you have a physician statement.

MOTION made by Nina Coppinger and seconded by Diana Buchanan to decline the request for extension. Motion carried unanimously.

#### APPLICATIONS FOR RECIPROCITY-

Application for reciprocity of cosmetology license from New Jersey for Christine Martin. Certification verifies one thousand three hundred fifty (1350) hours of instruction in the curriculum and no five (5) year work history as a cosmetologist.

MOTION made by Nina Coppinger and seconded by Virgilene Lotze applicant is required to complete one hundred fifty (150) hours of instruction in the cosmetology curriculum and pass the state board cosmetology examination to qualify for license. Motion carried unanimously.

Application for reciprocity of aesthetician license from California for Than Help Ho. California requires six hundred (600) hours of instruction in the esthetics curriculum and her original date of licensing is 02/10/09. No five (5) year work history.

MOTION made by Nina Coppinger and seconded by Muriel Smith applicant is required to complete one hundred fifty (150) hours of instruction in the esthetics curriculum and pass the state board aesthetician examination to qualify for license. Motion carried unanimously.

Application for reciprocity of cosmetology license from Illinois for Shama Lakhani. Certification from the Illinois State Board verifies she obtained license in that state in 05/30/07 by endorsement from Pakistan.

MOTION made by Muriel Smith and seconded by Virgilene Lotze to approve the application for reciprocity. Motion carried unanimously.

Application for reciprocity of manicurist license from California for Huong Thu Huynh. Certification from the California State Board verifies she completed four hundred (400) hours in the manicurist curriculum. She does not have a (5) five year work history.

MOTION Made by Nina Coppinger and seconded by Muriel Smith applicant will be required to complete two hundred (200) hours of instruction in the manicurist curriculum and pass the state board manicurist examination to qualify for license. Motion carried unanimously.

Application for reciprocity of aesthetician instructor license from Michigan from Katheine Alt. Certification from the Michigan State Board verifies 400 hours of instruction in the esthetics curriculum and her original date of licensing as 07/17/08.

MOTION made by Nina Coppiner and seconded by Diana Buchanan applicant will be required to complete three hundred fifty (350) hours of instruction in the esthetics curriculum and pass the state board aesthetician examination to qualify for aesthetician license. Motion carried unanimously.

Application for reciprocity of aesthetician license from Massachusetts for Carly Anne Vivier. Certification from the Massachusetts State Board verifies she completed three hundred (300) hours in the esthetics curriculum and original date of licensing as 06/18/11.

MOTION made by Nina Coppinger and seconded by Diana Buchanan applicant will be required to complete three hundred fifty (350) hours of instruction in the esthetics curriculum and pass the state board aesthetician examination to qualify for license aesthetician license. Motion carried unanimously.

Application for reciprocity of cosmetology license from Missouri for Kristin Lynn Cude. Certification from the Missouri State Board verifies she earned three thousand two hundred eighty six (3286) apprentice hours to qualify for license. Her original date of license is 7/22/2002.

MOTION made by Muriel Smith and seconded by Virgilene Lotze to request the applicant submit proof of a five (5) year work history for review by the board. Motion carried unanimously.

Application for reciprocity of cosmetology license from New York for Kristina Cloinger. Certification from the New York State Board verifies she completed 1000 hours in the curriculum to qualify for license and her original date of license 09/03/2008.

MOTION made by Nina Coppinger and seconded by Virgilene Lotze applicant will be required to complete five hundred (500) hours of instruction in the cosmetology curriculum and pass the state board cosmetology examination to qualify for license. Motion carried unanimously.

Application for reciprocity of cosmetology license from Florida for Kelsey Holliman. Certification from the Florida State Board verifies twelve hundred (1200) hours in the curriculum and the original date of licensing 05/19/11.

MOTION made by Nina Coppinger and seconded by Muriel Smith applicant will be required to complete three hundred (300) hours of instruction in the cosmetology curriculum and pass the state board cosmetology examination to qualify for license. Motion carried unanimously.

Application for reciprocity of cosmetology license from Florida for Rhonda Queen. Certification from the Florida State Board verifies twelve hundred (1200) hours in the curriculum. Her original date of licensing 01/27/1990 and no five year work history.

MOTION made by Nina Coppinger and seconded by Muriel Smith applicant will be required to complete three hundred (300) hours of instruction in the cosmetology curriculum and pass the state board cosmetology examination to qualify for license. Motion carried unanimously.

Application for reciprocity of cosmetology license from Florida for Karen Baker. Certification from the Florida State Board verifies 1200 hours in the curriculum. Work history is 2005(cosmetologist), 2006 (no occupation listed), 2007 (manager of beauty salon), 2006 (hair dresser), 2010 (stylist). No 2008 for recent and consistent 5 year work history.

MOTION made by Nina Coppinger and seconded by Diana Buchanan applicant will be required to complete three hundred (300) hours of instruction in the cosmetology curriculum and pass the state board cosmetology examination to qualify for license. Motion carried unanimously.

Application for reciprocity of manicurist and aesthetician license from Florida for Donna Yonta. Certification from the Florida verifies 240 hours in the manicurist curriculum and 260 in the skin care curriculum. Original date of licensing 06/302008-no five year work history.

MOTION made by Nina Coppinger and seconded by Diana Buchanan applicant will be required to complete three hundred sixty (360) hours of instruction in the manicurist examination and pass the state board manicurist examination to qualify for license. Applicant will be required to complete four hundred ninety (490) hours of instruction in the esthetics curriculum and pass the state board aesthetician examination to qualify for license. Motion carried unanimously.

Application for reciprocity of aesthetician license from Virginia for Robin Almond. Certification from the Virginia State Board states-Effective July 2007 through July 2008 applicants documenting training and experience acceptable to the Board were eligible to receive an aesthetician license by Waiver of the Examination.

MOTION made by Nina Coppinger and seconded by Virgilen Lotze to decline the application for reciprocity. Motion carried unanimously.

Application for reciprocity of cosmetology license from New Jersey for Patricia Jean Burdge. Certification from the New Jersey State Board verifies she received license in that state with two thousand (2000) hours she completed in West Virginia. We could not receive a certification from West Virginia because records from 1967 are no longer in the system.

MOTION made by Diana Buchanan and seconded by Virgilene Lotze to approve the application for reciprocity. Motion carried unanimously.

Application for reciprocity of aesthetician license from Mississippi for Mariah Gibson. Certification from the Mississippi State Board verifies 600 hours of instruction in the curriculum and original date of licensing as 12/08/10.

MOTION made by Nina Coppinger and seconded by Virgilene Lotze applicant will be required to complete one hundred fifty (150) hours of instruction in the esthetics curriculum and pass the state board aesthetician examination to qualify for license. Motion carried unanimously.

Application for reciprocity of aesthetician license from Wisconsin for Lacey Falk. Certification from the Wisconsin verifies 450 hours of instruction in the curriculum and her original date of licensing 11/13/2008.

MOTION made by Nina Coppinger and seconded by Virgilene Lotze applicant will be required to complete three hundred (300) hours of instruction in the esthetics curriculum and pass the state board aesthetician examination to qualify for license. Motion carried unanimously.

Application for reciprocity of aesthetician license from Indiana for Rebe Collins. Certification from the Indiana requires 700 hours of instruction in the curriculum and her original date of licensing 10/2003. The work history submitted is not for the last 5 years as an aesthetician.

MOTION made by Nina Coppinger and seconded by Muriel Smith applicant will be required to complete fifty (50) hours of instruction in the esthetics curriculum and pass the state board aesthetician examination to qualify for license. Motion carried unanimously.

Application for reciprocity of aesthetician license from Starla Coker-Schoaf. Certification from the Arkansas State Board verifies 600 hours in the curriculum. She does not have a complete recent five year work history.

MOTION made by Nina Coppinger and seconded by Virgilene Lotze applicant will be required to complete one hundred fifty (150) hours of

instruction in the esthetics curriculum and pass the state board aesthetician examination to qualify for license. Motion carried unanimously.

Application for reciprocity of cosmetology license from Massachusetts from Molly Monroe. Applicant complete 1000 hours of instruction in Canada and Massachusetts accepted the 1000 hours she completed in Canada and required her to take the examination to obtain license in that state. Her original date of license 07/06/2011.

MOTION made by Nina Coppinger and seconded by Diana Buchanan applicant will be required to complete five hundred (500) hours of instruction in the cosmetology curriculum and pass the state board cosmetology examination to qualify for license. Motion carried unanimously.

Application for reciprocity of cosmetology license from Mexico for Maria de Lourdes Magana. She has submitted several documents but proof of hours of instruction is not clear. One document states Hours of Work has listed Schooling hours and practice hours and the dates start at 08/2/1995 to 05/03/2002.

MOTION made by Nina Coppinger and seconded by Muriel Smith applicant will be required to complete one hundred thirty (130) hours of instruction in the cosmetology curriculum and pass the state board cosmetology examination. Motion carried unanimously.

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Application for reciprocity of manicurist license from New Mexico for Alisha Marie Sellers. Certification from the New Mexico State Board verifies 350 hours in the curriculum and original date of licensing 10/16/2007.

MOTION made by Nina Coppinger and seconded by Virgilene Lotze applicant will be required to complete two hundred fifty (250) hours of instruction in the manicurist curriculum and pass the state board manicurist examination to qualify for license. Motion carried unanimously.

Application for reciprocity of manicurist license from New Mexico for Hong Nguyen. Certification from the New Mexico State Board verifies applicant obtained license in New Mexico by reciprocity. Certification from the Florida State Board verifies applicant obtained a Full Specialist license 07/16/2009. Florida requires 240 hours of instruction in the manicurist curriculum.

MOTION made by Nina Coppinger and seconded by Virgilene Lotze applicant will be required to complete three hundred sixty (360) hours of instruction in the manicurist curriculum and pass the state board manicurist examination to qualify for license. Motion carried unanimously.

Application for reciprocity of cosmetology license from Shama Lakhani. Applicant has submitted a certificate from Pearl Beauty Parlour showing she completed 1600 hours of training. Applicant is currently license in Illinois.

MOTION made by Diana Buchanan and seconded by Virgilene Lotze to approve the application for reciprocity of cosmetology license. Motion carried unanimously.

Application for reciprocity of cosmetology license from Poland for Jolanta Szymanek. She has submitted copy of certificate of completion of Technical School in Hair Dresser Service Technician. No documentation of hours.

MOTION made by June Hucceby and seconded by Muriel Smith to request additional information for review. Motion carried unanimously.

Application for reciprocity of cosmetology, aesthetician, instructor and manicurist license from Germany for Andrea Denise Mueller. She has submitted certificates but no documentation of hours of instruction.

MOTION made by Muriel Smith and seconded by June Hucceby to request additional information for review. Motion carried unanimously.

## MISCELLANEOUS-

Request for approval of a portable sink to be used in a skin care facility. The potential salon owner is requesting to use a portable sink because the work area for the skin care room has a concrete floor and concrete walls which will prevent plumbing installation in the area.

MOTION made by Virgilene Lotez and seconded by Diana Buchanan approval of the requested portable sink in the salon. Motion carried unanimously.

Request from European Wax Centers to be granted waiver from the requirement of having a sink with hot and cold running water in each work area. Ms. Lipsey James Representative for the European Wax Center was present to explain to Board Members the process for a waxing only skin care facility.

MOTION made by June Huckleby and seconded by Muriel Smith to decline the request for waiver of the requirement for a sink in the work area. The motion carried unanimously.

Request from an aesthetician for approval to use a machine called the "Skin Classic". Detail information along with photo's of the machine was provided.

MOTION made by Nina Coppinger and seconded by Muriel Smith to decline the request for aesthetician to use the "Skin Classic" machine. Motion carried unanimously.

Request for clarification on the Board's previous discussion concerning cosmetologist using razors.

The Cosmetology Board states for clarification:

"A Cosmetologist is permitted to use razors with guard on or off. Razor can be use on the hair line and neck line of the head for hair styling services".

Request from Jean Blick to have her dog in her salon. She has submitted a statement from an MD that states she is a cancer survivor has a therapy dog and is reason to keep her dog at work for health reasons.

MOTION made by Muriel Smith and seconded by Virgilene Lotze to table the request until the next meeting. Attorney for the Board Terrance is to provide the Board with information as to the definition of a therapy dog. Motion carried unanimously.

Evaluations for the TSU Instructor Seminar-

Evaluations for the University of Tennessee Seminar-

MISCELLANEOUS-

Application for reciprocity of cosmetology license for Akberet Ghebremicael from Eritera. She has submitted a diploma that states she completed a 6 months training course at Sesen Beauty and Hair Dressing training Center.

MOTION made by Muriel Smith and seconded by June Huckeby to request the applicant to appear before the Board at the next schedule meeting. Motion carried unanimously.

Application for reciprocity of cosmetology license for Paul Allen from United Kingdom. I sent him an email requesting additional information.

MOTION made by Nina Coppinger and seconded by Muriel Smith to request additional information for review. Motion carried unanimously.

Application for reciprocity of cosmetology from Farnaz Esmaili from Iran. She has submitted information detailing the curriculum.

MOTION made by Muriel Smith and seconded by Virgilene Lotze to request applicant to appear before the Board at the next schedule meeting. Motion carried unanimously.

Bridgette King would like to take the Tennessee State Board Cosmetology examination. Applicant was license in California and her license expired 1986. She advised if she submitted an application for examination she does not have a high school diploma. She submitted copies of other diplomas she has received.

MOTION made by Nina Coppinger and Diana Buchana to approve applicant to qualify for state board examination with diploma information submitted. Motion carried unanimously.

The Board had reviewed an application for reciprocity of aesthetician license from Pakistan for Aisha Hashmi at the August meeting and requested a breakdown of courses and hours of instruction at the International Institute of Cosmetology in Pakistan. The requested information has been submitted.

MOTION made by Nina Coppinger and seconded by Muriel Smith to approve the application for reciprocity with additional information submitted. Motion carried unanimously.

Tiana C. Kalamar submitted her certificate of completion of Apprenticeship in the occupation as a cosmetologist in California for consideration for licensing in Tennessee.

MOTION made by Muriel Smith and seconded by June Huckleby to decline the request for acceptance of apprenticeship as a cosmetologist to receive license in Tennessee. Motion carried unanimously.

Request from Susan Williams who stated she was licensed as a cosmetologist in Tennessee several years ago for reinstating her license. The Board office has no record of Ms. William's license.

MOTION made by Nina Coppinger and seconded by Diana Buchanan to decline the request to receive reinstated license because the board office has not record of initial license. Motion carried unanimously.

Attached photo's are of a salon that has a tattoo shop in the back. The photos have been submitted by the shop owner for approval to have the tattoo shop in the back part of the building. The tattoo shop has a separate entrance in the back and the door leading from the salon to the tattoo shop can be closed.

No motion necessary the photos provided show the shop in compliance.

Consent Orders-

MOTION made by Muriel Smith and seconded by June Huckleby to accept consent orders. Motion carried unanimously.

Legal Report -

MOTION made by Nina Coppiner and seconded by Muriel Smith to accept legal report. Motion carried unanimously.

MOTION to adjourn made by Muriel Smith and seconded by Nina Coppinger. Motion carried unanimously.