

## **EXECUTIVE SUMMARY** **Board of Cosmetology**

### **I. General Information**

Meeting Type: General Business  
Meeting Date: Saturday, January 20, 2007, and  
Sunday, January 21, 2007  
Meeting Location: Hampton Inn and Suites  
19 South Second Street  
Fernandina Beach, Florida 32034

**Attendees:**

Joseph Caetano, Chair  
Laurel Ritenbaugh, Vice Chair  
Laura Brown  
Myra Jowers  
Donna Osborne  
Robyn Barineau, Executive Director, Department of Business and Professional Regulation  
Dan Biggins, Assistant Attorney General, Department of Legal Affairs  
Charles Tunnickliff, Assistant General Counsel, Office of the General Counsel, Department of Business and Professional Regulation  
Tiffany Harrington, Assistant General Counsel, Office of the General Counsel, Department of Business and Professional Regulation  
Dana Ewaldt, Government Analyst, Department of Business and Professional Regulation  
Gus Ashoo, Chief, Bureau of Education and Testing, Department of Business and Professional Regulation  
Alex Bosque, Examination Development Specialist Supervisor, Bureau of Education and Testing, Department of Business and Professional Regulation  
Lyra Erath, Psychometrician, Bureau of Education and Testing, Department of Business and Professional Regulation  
Joanne Cahill  
Bonnie Poole, Florida Cosmetology Association  
Susan Lehr, Florida Community College at Jacksonville  
Justin Bateh, Informed  
Yolanda Cezares, YOLA, Inc.

### **II. Major Issues/Actions**

- Chair Joseph Caetano excused Ms. Monica Smith's absence from the meeting.
- Representatives from the department's Bureau of Education and Testing provided the board with a descriptive presentation of the services offered by the Division of Service Operations to the Board of Cosmetology, with specific detail focusing on the examination development and administrative services provided by the Bureau of Education and Testing. Bureau of Education and Testing staff informed the board that all forms of the cosmetology examination have been revised and were launched

into production in mid-November. The passing rates for the new exam forms have increased substantially. Bureau of Education and Testing staff also informed the board that they are interested in developing strategies to improve communication such as informational cosmetology school seminars to identify areas of concern. The board was very appreciative of the presentation and was especially pleased with the candidate performance using the new examination questions. Vice Chair Laurel Ritenbaugh asked if the pass notices received by candidates at examination sites could provide the candidate with a strength and weakness report much like those received by failing candidates. The Bureau of Education and Testing will explore this request and provide the board with a response at their next board meeting.

- The board reviewed the proposed salon flyer originally prepared by Vice Chair Laurel Ritenbaugh which includes information relating to sanitation tips for licensees and their customers, information relating to the proposed rule for sanitizing and sterilizing foot baths, and information encouraging individuals to file unlicensed activity complaints. The board would like to require salons to post this flyer and have inspectors distribute the flyer to salons for posting. Mr. Dan Biggins, Assistant Attorney General, will draft rule language to require salons to post the flyer with their most current inspection sheets. The board will further discuss the proposed flyer at the next board meeting.
- Ms. Barineau reported that as of September 30, 2006, the balances in the board's operating and unlicensed activity accounts were (\$905,636) and \$905,636, respectively.
- The board agreed to transfer \$800,000 from their unlicensed activity account. This transfer, coupled with the recent imposition of a one-time assessment and recent fee increases, should keep the board's operating account in the black for at least four years.
- Ms. Robyn Barineau, Executive Director, informed the board of the department's newly appointed Secretary, Holly Benson.
- The board suggested that Ms. Barineau include a reminder in the next newsletter that licensees should post their actual licenses at their workstations and not their wallet cards.
- The board unanimously elected Ms. Laurel Ritenbaugh as Chair of the Board of Cosmetology and Ms. Myra Jowers as Vice Chair of the Board of Cosmetology.
- Based on an inquiry included in a recent email, the board agreed that threading can be performed by cosmetologists, facial specialists and full specialists.
- Ms. Susan Lehr, Florida Community College at Jacksonville, reported that HB117 has been filed by Representative Jennifer Carroll, and this bill is similar to HB771 filed in 2006. HB117 is different from former HB771 in that it does not include the statutory fee increases nor does it increase the hair braiding educational hours requirement. Ms. Lehr indicated that Senator Stephen Wise will sponsor the Senate companion to HB117. Ms. Lehr informed the board that the language added to last year's bill relating to the creation of internship programs may be amended on to HB117, but Ms. Lehr does not believe that many schools will elect to create internship programs.
- After presenting 51 disciplinary cases for the board's consideration, Ms. Tiffany Harrington, Assistant General Counsel, provided her Prosecuting Attorney's Report and reported that as of this time, there are 90 cases ready for board presentation at the April 2007 board meeting.

### **III. Legislation/Rule Promulgation**

- Mr. Biggins will proceed with rule development for Rule 61G5-20.004, Florida Administrative Code, for discussion at the April 2007 board meeting. The board would like to require that all salons post a flyer notifying consumers of sanitation and sterilization tips and other public safety issues.

### **IV. Action Required**

- The Bureau of Education and Testing will explore whether or not a passing score report can include strength and weakness information and provide their research at the next board meeting.
- The board will further discuss the proposed flyer at the April 2007 board meeting.
- Ms. Barineau will extend an invitation for Ms. Maya Thomas to attend their April 2007 board meeting to answer questions outlined in her letter of November 27, 2006, relating to approval of hair braiding courses and other issues.
- Mr. Biggins and Mr. Tunncliff will prepare final orders from this meeting for filing with the Agency Clerk's Office.

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Robyn Barineau  
Executive Director  
January 25, 2007