

## Legislative Sub-Committee Meeting Minutes

Arizona Barbering & Cosmetology Board Meeting  
October 6, 2023, | 9:00 a.m.  
Virtual Meeting

I. **Call to Order**

The meeting was called to order by Executive Director Frank Migali at 9:05AM.

II. **Roll Call**

**Sub-Committee Members:**

Brandon McFadden, Barber  
Trista Guzman-Glover, Public Member  
Cathy Koluch, The Studio Academy of Beauty  
Aimee Blackman, Gateway Community College

**Absent:**

Marshall A. Knox, Barber School Owner (joined the meeting at 9:30AM)

**Board Staff Members:**

Frank L. Migali, MBA, Executive Director  
Kelli Shepard, Deputy Director  
Heather Sanabria, Executive Staff Assistant

III. **Selection of Sub Committee Chairperson**

Cathy Koluch volunteers to be Chairperson. The Sub-Committee members are in agreement to have Cathy Koluch chair the meetings.

IV. **Review and Discussion of Desired Legislative Updates**

Deputy Director, Kelli Shepard reviews Proposed Statutes for the Arizona Barbering and Cosmetology Board with the Legislative Sub-Committee.

### **Licensing**

#### **1. Individual Licenses**

**Board Recommendation: 32-X11**



It is recommended that the age and minimum education requirements match between the barber and cosmetology statutes and all individual licenses require the person to be at least 16 with at least two years of completion of high school or 18 years of age.

**Motion:** Cathy Koluch makes a motion to accept the board staff recommendation regarding individual licenses.

**Motion passed unanimously.**

## **2. Reexaminations**

### **Board Recommendation: 32-X18**

Apply reexamination processes to all licensee types.

**Motion:** Cathy Koluch makes a motion to accept the board staff recommendation regarding reexaminations.

**Motion passed unanimously.**

## **3. Reciprocity Licenses**

### **Board Recommendation: 32-X16**

Allow cosmetologists, nail technicians, hairstylists, and aestheticians to provide proof of their competency and experience as a substitute for proving their education.

**Motion:** Cathy Koluch makes a motion to amend the board staff recommendation to include that a practical examination must be passed for the appropriate license type and the appropriate infection prevention training.

**Motion passed unanimously.**

## **4. Instructor Licenses**

### **(A) Barber Instructor Age**

#### **Board Recommendation: 32-X31**

Equalize the requirements to become an instructor and change to "Holds a diploma from a high school or its equivalent as prescribed by the board in its rules and submits to the board satisfactory evidence that the person is at least nineteen years of age."

**Motion:** Cathy Koluch makes a motion to accept the board staff recommendation regarding barber instructor age.

**Motion passed unanimously.**

**Marshall Knox has joined the meeting at 9:30AM.**

### **(B) Barber Instructor Exam Requirement**

#### **Board Recommendation: 32-X31**

Require both written and practical examinations for all instructor license applicants.

This item will be tabled until the next meeting.



**(C) Barber Instructor Experience**

**Board Recommendation: 32-X31**

Lower the barber instructor requirement to one year of experience.

This item will be tabled until the next meeting.

**(D) Barber Instructor Training Hour Requirement**

**Board Recommendation: 32-X31**

Require all Instructor applicants to have completed 350 hours of instructor Training.

This item will be tabled until the next meeting.

**5. Instructor Reciprocity**

**Board Recommendation: 32-X32**

State that Arizona accepts instructor licenses from other states just as it does with cosmetology instructor licenses.

**Motion:** Cathy Koluch makes a motion to accept the board staff recommendation regarding instructor reciprocity.

**Motion passed unanimously.**

**6. License Expiration/Suspension**

**Board Recommendation: 32-X21**

Automatically suspend barber and cosmetology licenses after 5 years of inactivity.

**Motion:** Cathy Koluch makes a motion to accept the board staff recommendation regarding license expiration/suspension.

**Motion passed unanimously.**

**Establishments**

**1. Inspection Sheets**

**Board Recommendation: 32-X43**

All Establishments are required to display the latest inspection sheet in a conspicuous location.

**Motion:** Cathy Koluch makes a motion to accept the board staff recommendation regarding inspection sheets.

**Motion passed unanimously.**

**2. License Expiration**

**Board Recommendation: 32-X44**

All establishment licenses will expire on the anniversary date that it was first licensed.

**Motion:** Cathy Koluch makes a motion to accept the board staff recommendation

regarding license expiration.

**Motion passed unanimously.**

## Schools

### **1. School Inspections**

**Board Recommendation: 32-X62**

All schools will be inspected on a regular basis as determined by the Board.

**Motion:** Cathy Koluch makes a motion to accept the board staff recommendation regarding school inspections.

**Motion passed unanimously.**

### **2. School Equipment**

**Board Recommendation: 32-X55**

Require all schools to contain sufficient equipment as prescribed by the board in its rules and leave the details of equipment to be specified in Rules

**Motion:** Cathy Koluch makes a motion to accept the board staff recommendation regarding school equipment.

**Motion passed unanimously.**

### **3. Separation of Schools from Other Businesses**

**Board Recommendation: 32-X56**

Statute to read: A school of any type may include programs related to a subject that the board licenses but may not include an establishment. A school may offer sell related products and articles.

This item will be tabled until the next meeting.

## Regulations

### **1. Confidentiality**

**Board recommendation: 32-X76**

Apply confidentiality to all license types.

**Motion:** Cathy Koluch makes a motion to accept the board staff recommendation regarding confidentiality.

**Motion passed unanimously.**

### **2. Civil Penalties**

**Board Recommendation: 32-X71**

Make the two congruent and allow the board to impose a civil penalty in an amount not to exceed two thousand dollars.

**Motion:** Cathy Koluch makes a motion to accept the board staff recommendation



regarding civil penalties.

**Motion passed unanimously.**

### **3. Refusal to Issue License & Disciplinary Action**

**Board Recommendation: 32-X72**

The statutes should be equal and include lines 6 and 7 for all licensees.

\*\* A conviction of a crime or act shall not be a cause of refusal to issue or renew a license or registration unless the crime or act is substantially related to the qualifications, functions, or duties of the license or registration for which the application is made.

This item will be tabled until the next meeting.

### **4. Unlawful Acts**

**Board Recommendation: 32-X74**

Ensure all requirements apply to all licensees and all establishment types. Change language in row 3 to say "Each establishment shall have an individual designated as the manager of the establishment."

This item will be continued at the next meeting due to time constraints.

**Executive Director Frank Migali states that the next meeting will resume with the last agenda item under section IV-Regulations-(4) Unlawful Acts and the list of tabled sections.**

#### **Items tabled to next meeting:**

**Licensing- Instructor License 4(B)** Barber Instructor Exam Requirement

**Licensing- Instructor License 4(C)** Barber Instructor Experience

**Licensing- Instructor License 4(D)** Barber Instructor Training Hour Requirement

**Schools-** Separation of Schools from Other Businesses

**Confidentiality-** Refusal to Issue License & Disciplinary Action

**Confidentiality-** Unlawful Acts

Deputy Director Kelli Shepard will send out and updated document to the committee.

#### **V. Adjournment**

Trista Guzman Glover moved to adjourn the meeting.

Brandon McFadden seconds the motion.

The meeting adjourns at 10:32AM.