



**State of New Hampshire**  
**OFFICE OF PROFESSIONAL LICENSURE AND CERTIFICATION**  
**DIVISION OF LICENSING AND BOARD ADMINISTRATION**  
**Board of Barbering, Cosmetology and Esthetics**  
7 Eagle Square, Concord, NH 03301-2412  
Phone: 603-271-2152

**PUBLIC MINUTES**  
**Monday, January 30, 2023**

The January 30, 2023, Board meeting was called to order at 8:54 a.m. at 7 Eagle Square, Concord, NH with the following members present:

Jeanne Chappell, Chair, School Owner Member  
Joshua Craggy, Barber Member  
Kimberly Hannon, Vice Chair, Cosmetologist Member - Left at approximately 1:34pm  
Sarah Partridge, Public Member  
Anne Dalton, Manicure Member  
Donna Woodsom, Esthetic Member  
Talia Wilson, Board Administrator  
Shana Warriner, Board Administrator  
Sherri Philips, Board Counsel

The below times are notated for breaks taken by the Board  
11:41am – Returned at 11:47am

The Board started in a non-meeting at 8:54am on a motion by Jeanne Chappell and seconded by Sarah Partridge.

The Board on a motion by Jeanne Chappell and seconded by Sarah Partridge the Board opened the public session at 9:04am

**MINUTES**

The Board approved the public minutes of December 19, 2022, as amended on a motion from Sarah Partridge and seconded by Kimberly Hannon, the motion passes with a roll call vote.

The Board voted on a motion by Sarah Partridge and seconded by Kimberly Hannon to table the public minutes of January 17, 2023, so Talia Wilson, Board Administrator could further review.

**HEARINGS & PUBLIC APPEARANCES**

**A. Soft Touch - Adjudicatory Hearing - Continued date TBD**



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**B. C-Gloss - Adjudicatory Hearing - Continued date TBD**

**C. Jennifer Haskins**

Jennifer Haskins from Pinkerton Academy thanked the Board for reviewing her written testimony that she submitted to Board Administrator Talia Wilson. Ms. Haskins stated that she would also like to add that she had a couple other concerns that did not make into the memo. First was that the Board may want to consider the privacy policies that the Department of Education has and the policy that students are unable to complete surveys without parent permission. Jeanne Chappell asked Ms. Haskins if she was referring to the questionnaire that accompanies an application when she spoke of a survey. Ms. Haskins said yes. Jeanne Chappell thanked Ms. Haskins for joining the meeting and bringing her concerns to the Board and she would receive correspondence from the Board regarding her testimony in the near future.

**OLD BUSINESS**

**D. Prometric updated Cosmetology and Instructor content released July 2022**

Heather Kelley from OPLC was available to the Board for questions regarding the testing through Prometric. Anne Dalton asked for clarification to the areas that were noted as additional content and would like to know if these topics are on the exam. The Board also rose concerns about students having difficulty scheduling an exam date and in some instances being turned away if arriving late. Sarah Partridge asked why in the reference section of the exam content there were tattoo and body piercing references when these topics are not tested for. Heather Kelley said she would try to have the questions answered for the next Board meeting.

**ENFORCEMENT**

None

**BOARD REPORTING**

**A. Michaels School of Hair Design**

The Board reviewed a notice of closure for Michaels School of Hair Design. There was no action for the Board to take on this matter.



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**NEW BUSINESS**

**A. Applications**

**Ngoc Duong** - Manicure License - Reciprocity

**Christopher Alvarado** - Master Barber Application - Reciprocity

**Lorraine Deluca** - Esthetics License - Reciprocity

**Thoa Pham** - Manicure License - Reciprocity

**Thavy Kang** - Manicure Application - Reciprocity

**Ruqiya Yussuf** - Cosmetology Apprentice

**Kiliyan German** - Cosmetology Apprentice

**Shannon Kirrane** - Cosmetology Reciprocity

The Board approved the above applications on a motion by Joshua Craggy and seconded by Kimberly Hannon

**Bui Thi Anh Hong** – Out of Country Education

The Board voted to deny the application for Bui Thi Anh Hong on a motion by Sarah Partridge and seconded by Jeanne Chappell due to the lack of sanitation, disinfection training.

**Nannette Carrington** - Cosmetology Reciprocity

The Board voted table the application of Nannette Carrington until the Board receives proof of a minimum of 300 hours of work experience on a motion by Jeanne Chappell and seconded by Joshua Craggy.

**Nicole Lachance** - Cosmetology Apprentice

**Angela Turan** - Cosmetology Apprentice

**Amanda Parker** - Cosmetology Apprentice

The Board approved the above applications after review in non-public session.

**Orange Spa**

The Board denied the above shop application after review in non-public session.



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## **B. Pending Legislation**

OPLC Counsel Shane Goulet and Lauren Warner addressed the Board regarding HB409 relative to reciprocity. Attorney Warner explained that the bill went to subcommittee where an amendment was made to add the language “in good standing”. This change would also allow for the Board to define in rule what defines good standing. Sarah Partridge asked if there could be language added to the bill to address out of country reciprocity. Attorney Goulet explained that this may not be the correct bill to add that specifically. Attorney Warner suggested the Board could ask language to be included for a length of time an individual has held a license. The Board commented they would be open to that. The Board expressed that the amendment was a step in the right direction and is willing to continue to work with the subcommittee on changes. On a motion by Sarah Partridge and seconded by Jeanne Chappell the Board voted to allow any member of the Board who is available at the next scheduled legislation to attend in representation of the Board.

## **C. Settlement Payments Received**

The Board was informed of settlement agreements that have been received since their last meeting.

## **LAWS AND RULES**

### **A. Discussion on Board Rules that need to be updated and added**

The Board briefly discussed that they still need to address rule changes at an upcoming meeting. Talia Wilson Board Administrator contacted OPLC rules staff to ensure they will be present at the Board's February meeting for discussion.

## **MISC**

The Board discussed adding an additional meeting on March 13, 2023, to catch up on backlog items.

Motion to commence non-public session: 12:05pm

On the motion of Kimberly Hannon, seconded by Sarah Partridge the Board voted to conduct a non-public session for the purpose of discussing investigations of alleged licensee misconduct and noting that such a non-public session is authorized by RSA 91-A: 3, II (c), RSA 91-A: 3, II (e), RSA 91-A: 5, IV, *Lodge v. Knowlton*, 119 N.H. 574 (1978), and the Board's executive and deliberative privileges. Each member recorded his or her vote on the motion, which passed by the unanimous vote of all members present.



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Motion to keep minutes of non-public session confidential:

Upon the motion of Sarah Partridge, seconded by Joshua Craggy, the Board voted to withhold and seal all the minutes of the preceding non-public session from public disclosure pursuant to RSA 91-A:3, III on the grounds that public disclosure would be likely to affect adversely the reputation of a person other than a Board member and to render the proposed action ineffective. Each member recorded his or her vote on the motion, which passed by the unanimous vote of all members present.

**Adjournment**

Jeanne Chappell made a motion to adjourn at 3:43pm. Joshua Craggy seconded; motion passes with a roll call vote.