



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, April 17, 2023

The April 17, 2023, Board meeting was called to order at 9:05 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
Sarah Partridge, Public Member
Donna Woodsom, Esthetic Member
Talia Wilson, Senior Board Administrator
Teresa Boyer, Board Administrator
Elizabeth Eaton, Board Counsel
Sherri Phillips, Board Counsel

The below times are notated for breaks taken by the Board
11:18am – Returned at 11:38am

MINUTES

The Board approved the public minutes of March 20, 2023, as submitted on a motion from Jeanne Chappell and seconded by Kimberly Hannon, the motion passes with a roll call vote.

HEARINGS

GT Nails – Adjudicatory
Hearing Continued

ENFORCEMENT

None

NEW BUSINESS

- A. The board rescheduled the June 19, 2023, meeting until June 26, 2023. In addition added July 11, 2023, as an extra meeting.



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- B.** Bethany Cottrell division director licensing & board administration addressed the board regarding instructor licensure and whether it is a requirement to maintain the corresponding personal license. Ms Cottrell will look into this matter and get back to the board with clarification.

Applications

A. Cross Over Requests

NONE

B. Reciprocity

1. Jaekre Jung - Manicurist

On a motion by Jeanne Chappell seconded by Joshua Craggy the board voted to approve.

C. Shop

NONE

D. Misc

1. Laura Furtado - Cosmo Instructor

On a motion by Kimberly Hannon seconded by Jeanne Chappell with Donna Woodsom recused the board voted to have OPLC licensing request proof of 8 years work experience per BAR 301.08 or, proof of an active Rhode Island Instructor license with authority given to Jeanne Chappell as board chair to approve outside of a board meeting.

Pending Legislation

A. HB644 - Relative to Regulating barbers, cosmetologists, and estheticians

Board Counsel Elizabeth Eaton gave advice to the board the importance of giving testimony of in person testimony once a public hearing has been published.

B. HB409 - Relative to Non-Resident Licensure

Board Counsel Elizabeth Eaton updated the board that it passed the house and is now with the senate waiting a date for executive session.

C. HB2

Board Counsel Elizabeth Eaton updated the board the bill was going to senate as amended removing majority OPLC language. Currently as amended there is no language pertaining to barbering cosmetology esthetics.

D. HB 655



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Board Counsel Elizabeth Eaton updated the board passed the house as amended any changed amended regarding the complaint process does not affect the way this board is currently conducting business.

Rule/Statute Clarification Request

NONE

LAWS AND RULES

A. Bar 100s- Initial Proposal

Tina Kelley OPLC rules coordinator reviewed the initial proposal of BAR 100s and explained how she added language that the passport photo requirement must be taken within the last two years. She also removed any duplicate language as defined in OPLC 200s. The board requested to remove the definition of instructor and add definition for school instructor to state any person licensed to teach in a school licensed by the board. The board voted on a motion by Jeanne Chappell seconded by Donna Woodsum to approve as amended.

B. Discussion on Board Rules that need to be updated and added

First Aid

The board requested to move the requirement for first aid supplies from BAR 302.01 e (4) to BAR 302.05 and define as gloves, sterile bandages, non-expired antiseptic.

Display of Licenses

The board will view this matter again in a future meeting.

Out of Country Reciprocity

The board requested that board administration contact Bethany Cottrell division director to request a process for licensing to verify credentials.

Motion to commence non-public session: 1:32 pm

On the motion of Jeanne Chappell, seconded by Joshua Craggy 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 proceeding 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 4:10pm Sarah Partidge seconded; motion passes with a roll call vote.