



NORTH DAKOTA STATE BOARD OF COSMETOLOGY

4719 SHELBURNE ST. SUITE 1
BISMARCK, ND 58503
TELEPHONE (701) 224-9800

The North Dakota State Board of Cosmetology held a regular meeting on Monday, October 19, 2020 at 10:00 a.m. at the board office, 4719 Shelburne Street, Suite 1, Bismarck, N.D. with some members present via GoToMeeting

Members Present:

Eunice Smith
Maureen Wanner
Tenalee Tangen
Rebecca Wood

Approval of September 21, 2020 Regular Board Meeting Minutes: Tenalee makes a motion to approve the September 21st meeting minutes, Eunice seconds the motion. Motion carries.

Clarification of NDCC 43-11-27: Allison states that the way the law currently reads, it does not allow for estheticians and manicurists to be instructors. Maureen will send a letter to all individuals who have requested clarification on this matter. Tenalee makes a motion for Maureen to send a letter to the individuals to inform them about Allison's interpretation of current law. Eunice seconds the motion. Motion carries

Sonja Trapp request: Sonja is looking for exclusions from required regulations for cosmetology/esthetics spaces. Board raises concerns about sanitation of using a sink in a kitchen area and states she must stay in accordance with North Dakota Administrative Code 32-02-01-05, which states - Water supply and waste disposal. Each licensed salon shall be equipped with an adequate supply of hot and cold running water and proper plumbing located within the confines of the salon, separate from a

bathroom facility. Each salon and school shall: 1. Have a safe water supply, approved by the local health authority or the state department of health. Board also discusses the need for flooring to be a hard surface in accordance with North Dakota Administrative Code 32-02-01-04 - Cleaning and disinfecting premises. 1. Walls, floors, and fixtures must be kept clean and in good repair at all times. 2. All floors must be cleaned and made free of hair and other debris after each client and must be in good repair. Carpeting is not permitted in the working area, except in a licensed salon with carpeting in the working area on July 1, 2000, and which have not changed ownership since July 1, 2000. Carpeting will only be permitted in the reception and drying areas. Board discusses sending a letter from the office stating that she would need a portable sink and flooring installed prior to salon license approval. Rebecca makes a motion that the board will send a letter to Sonja stating the need for a designated sink in the immediate work area, and the need for hard surface flooring according to the North Dakota Administrative Code. Tenalee seconds the motion. Motion carries.

Anh Tran unlicensed worker: Board discusses a fine of \$500 for AJ Nails L.L.C. for allowing an unlicensed worker to practice services in the salon on customers. Tenalee makes a motion to authorize Allison to send a letter to Anh Tran stating a \$500 fine and a 1-year probation period along with a re-inspection. Rebecca seconds the motion. Motion carries

Art of Touch Salon: Board discusses sanitation issues with salon and states a re-inspection should be done. A letter from the board office will be sent to inform Art of Spa that we will be re-inspecting. Board discusses having the office also send the report to the health department, based on multiple sanitation concerns. Tenalee makes a motion to turn inspection over to health department, as well as send Sheila into the salon to do a re-inspect. Rebecca seconds the motion. Motion carries.

Reciprocity for Maria Torres-Bonilla - Board discusses concerns about practical exam being written, but states that since she will be required to take the North Dakota Law exam, as well as having been licensed for 18 years in Florida, in good standing, we will grant the reciprocity. Tenalee makes a motion that we grant

reciprocity to Maria Torres after the successful completion of a law exam. Eunice seconds the motion. Motion carries.

NIC Examiners: Board discusses if there is need for new candidates. Board states there may not be a need for many more examiners as we are currently handling the exams. Tenalee states that having Karen as an examiner to do the nail portion of the exam and possibly as a proctor would be beneficial. Board decides to reach out to Karen and do a GoToMeeting interview with Karen to discuss the position as well as the possibility of her being a proctor. Eunice makes a motion for Megan to contact Karen and set up an interview with Rebecca and Tenalee. Tenalee seconds the motion. Motion carries.

Discussion of Pivot Point curriculum: no approval needed; board completed a review.

Board Member Job Descriptions: Discussion of titles, roles, and duties as written. Board discusses the legal requirement for using the proper protocol for hiring. Tenalee also discusses the concern for redundant positions based on financial issues as well as space issues. She states that the positions seem redundant. Board discusses budget concerns and the need to determine availability in the budget for 3 office positions. Tenalee makes a motion to table these discussions. Eunice seconds the motion. Motion carries.

September 2020 financial statement: Tenalee makes a motion to approve September 2020 financial statement. Rebecca seconds motion. Motion carries

Approval of all licensees: Tenalee makes a motion to ratify the license renewals. Eunice seconds the motion. Motion carries

Old business: no old business

New business: Laci Thomas inquiring about offering plasma skin tightening services. Board discusses having a letter sent by Magen as this does not fall under the cosmetology/esthetics licensing scope. Rebecca makes a motion to have Magen send a letter to Laci stating that the plasma skin tightening services

do not fall under the cosmetology scope of practice and therefore she would need to contact a private attorney for further clarification on the offering of these services. Eunice seconds the motion. Motion carries.

Mari Bennington esthetics scope of practice questions: Board discusses Mari's questions and determines that Allison will send a response to her with the answers and citation from century code. Tenalee makes a motion to have Allison send a letter to Mari Bennington stating she can contact a private attorney and will quote century code. Rebecca seconds the motion. Motion carries

Tenalee makes a motion to add a December board meeting. Eunice seconds the motion. Motion carries

Eunice makes a motion to adjourn the meeting at 12:08pm. Tenalee seconds the motion. Motion carries

Meeting minutes submitted by Rebecca Wood, Board Secretary