

MINUTES
COSMETOLOGY AND ASSOCIATED PROFESSIONS
LICENSING BOARD
February 05, 2024
9:00 A.M

Hybrid Meeting

Convened: 9:02 a.m.

Adjourned: 10:30 a.m.

DOPL STAFF PRESENT:

Bobbie Loy, Bureau Manager
Celeste Brinkerhoff, Board Secretary
Bernice Palama, Compliance Specialist-virtual
Neena Bowen-Buckles, Investigator-virtual
Elisa Campbell, Investigator-virtual
Allyson Pettley-Supervisor over bureau 2

BOARD MEMBERS PRESENT:

Kathy Davis-Rees-in person
Shanna Gilchrist—Chair, in person
Shawna Allen-virtual
Darlene Durrant-virtual
Krysti Hammon-virtual
Kathleen Martell-in person

BOARD MEMBERS ABSENT:

Meredith Taylor
Megan Sainz

NOTE: OTHER GUESTS MY HAVE BEEN IN ATTENDENCE ELECTRONICALLY BUT WERE NOT IDENTIFIED

ADMINISTRATIVE BUSINESS: (00:03:15)

Ms. Loy asked the board to make a motion to approve a last-minute amendment to the agenda to include two new oath of offices. Ms. Durrant made a motion to amend the agenda. Krysti Hammon seconded the motion.

Ms. Loy administered the oath of office to Shawna Allen

Ms. Loy administered the oath of office to Kathleen Martell

Review and Approve Minutes (00:05:37)

Ms. Durrant motioned to approve the minutes from the August 07, 2023, meeting. The motion, seconded by Ms. Davis-Rees, passed unanimously.

Investigation Update-(00:06:44) Elisa Campbell and Neena Bowen-Buckles

Ms. Bowen-Buckles provided the board with an investigation update and answered their questions.

COMPLIANCE UPDATE: (00:10:10)

Ms. Palama reviewed her compliance report.

APPOINTMENTS:

Kathryn Steele: (00:10:28)

Ms. Palama reviewed Ms. Steele's compliance report with the Board. Ms. Steele answered questions from the board regarding her compliance. Ms. Gilchrist made a motion to find Ms. Steele in compliance. The motion, seconded by Ms. Kathy Davis-Rees, passed unanimously.

Maria Ledesma: (00:12:00)

Ms. Palama reviewed Maria's compliance with the Board. Ms. Gilchrist made a motion to find Ms. Ledesma non-compliant and cite her a \$250 fee. The motion, seconded by Ms. Christy Hammond, passed unanimously.

Cristina Zollinger: (00:22:40)

Ms. Palama reviewed Ms. Zollinger's compliance with the Board. No payment was made for the citation fee issued. The citation must be paid, payment arrangements offered, work with Kimberly Lesh, email provided by Ms. Loy. Ms. Gilchrist motioned to find Cristina compliant with stipulation for her to pay \$250.00 fine by 11/12/23. The motion, seconded by Ms. Durrant, passed unanimously.

Kiera Siddoway: (00:35:25) and

Ms. Palama reviewed Ms. Siddoway's compliance with the board, she is doing well, no missed check-ins, no missed reports. Ms. Palama asks the Board to make a motion on whether Ms. Siddoway can move to quarterly meetings. Ms. Gilchrist made a motion to find Ms. Siddoway compliant and move her to biannual meetings with the board. The motion, seconded by Kristi Hammon, passed unanimously. Her next meeting with the Board will be May 05, 2024.

Kim Lott Johnson: (00:39:18)

Ms. Palama gave a report on Ms. Lott Johnson's status as a new probationer. Two incidents back-to-back prompted the need for "general supervision", SUD evaluation report due January 28, 2024. She will have to do the drug and alcohol U/A's through the division. Must complete 8 hours of CE's in ethics. Ms. Palama advised that to avoid tolling the board needs to set the number of hours per month. Ms. Durrant motions to set an hour requirement at a minimum of 10 hours per month. Ms. Gilchrist seconded the motion. Called for a motion from the board to have the CE's on ethics completed in 90 days, (February 04, 2024). Ms. Durrant made a motion to set hour requirements for Ms. Johnson at a minimum of 10 hours per month. The motion, seconded by Ms. Martel, passed unanimously. Ms. Gilchrist motioned to find Ms. Johnson in compliance with the board. The motion, seconded by Ms. Davis-Rees, passed unanimously.

Kenneth Brown: (01:03:28)

Mr. Brown and Ethan Morton presented the backstory original infraction on September 2022. Ms. Loy clarified that his instructor license was still valid, and he could finish out any existing apprentices but could not associate with any new apprentices during a 3-year period.

Ms. Natalie Parkin made a motion to speak to the board; she felt like apprenticeships are becoming mini schools, she has seen students not be protected in apprenticeship pathways. Ms. Durrant was curious about the gathering of student apprentices under instructors in salons. Regulation called into question. Mr. Morton spoke to clarify the issue of the citation, stating that Mr. Brown was not directly supervising, but there was a barber onsite practicing without a license. Ms. Martel questioned him about why he did not read the rules and laws related to apprenticeship/instructing. Ms. Gilchrist advised him to stay abreast of the changing laws and rules. Mr. Morton asked about a newsletter. Ms. Loy said "no" to the newsletter, but that there are

public and open meetings related to rule revisions and updates. The division sends out blast emails to license holders pertaining to rule changes. Ms. Loy advised Mr. Morton where he can find the public notice website. Ms. Durrant suggested that apprentice instructors teach the students where to find out the division's laws and rules. She suggests that the board uphold the rule and the 3-year time frame as per the original citation. Ms. Loy offered the division's services doing public outreach as a matter of education to new Savants new apprentices.

Public Commentary (01:35:00)

Ms. Daley, as a member of the public, asked if the board is aware that the Opera group is going to be reviewing cosmetology and related professions. The Opera group is responsible for conducting very in-depth reviews of rules and professions and associations. This will be coordinated with Jeff Shumway. Office of professional licensing will be making recommendations to legislature related to rule changes. Ms. Durrant asked if they are public meetings. Ms. Loy clarified that only the chairs of each board are allowed to comment.

Ashely Martinez: (58:15 and 01:49:00)

Ms. Palama reviewed Ms. Martinez compliance with the Board. Ms. Durrant motioned to find her in compliance and to waive the \$50 fee that the board originally fined her for the missing meeting, since she joined, just late. Ms. Martel had a suggestion which prompted Ms. Durrant to amend her motion. The motion brought by the Board is as follows: To waive the non-compliance fee, Ms. Martinez must be on time and in attendance or the fine will be higher. The motion, seconded by Ms. Gilchrist passed unanimously.

TENTATIVELY SCHEDULED MEETINGS:

-May 06, 2024

-August 05, 2024

-November 04, 2024

ADJOURN: 11:04 a.m. (no motion required)

Note: These minutes are not intended to be a verbatim transcript but are intended to record the significant features of the business conducted in this meeting. Discussed items are not necessarily shown in the chronological order they occurred.

corrected form coming

Date Approved

April 9, 2024
Date Approved

Shanna Gilchrist

[Shanna Gilchrist \(Feb 5, 2024 16:32 MST\)](#)

Chairperson — Cosmetology and Associated Professions

David Wright

Bureau Manager—Division of Professional Licensing