

**CALIFORNIA STATE BOARD  
OF  
BARBERING AND COSMETOLOGY**

**BOARD TELECONFERENCE MEETING**

**MINUTES OF NOVEMBER 19, 2020**

**BOARD MEMBERS PRESENT**

Lisa Thong, President  
Dr. Kari Williams, Vice President  
Jacquelyn Crabtree  
Andrew Drabkin  
Derick Matos  
Calimay Pham  
Christie Tran  
Steve Weeks

**STAFF MEMBERS PRESENT**

Kristy Underwood, Executive Officer  
Carrie Harris, Deputy Executive Officer  
Sabina Knight, Board Legal Representative  
Allison Lee, Board Project Manager  
Marcene Melliza, Board Analyst

**1. Agenda Item #1, CALL TO ORDER/ ROLL CALL/ ESTABLISHMENT OF QUORUM**

Lisa Thong, Board President, called the meeting to order at 9:03 a.m. and confirmed the presence of a quorum.

**2. Agenda Item #2, REVIEW AND APPROVAL OF ADDENDUM TO THE SUNSET REVIEW REPORT**

Kristy Underwood, Executive Officer, thanked everyone for taking time out of their day to attend this special meeting. She stated the Senate Business and Professions Committee requested all Boards that are up for sunset review this year to answer five additional questions in response to the COVID-19 pandemic. She noted that not all questions applied to the Board. She stated the questions and responses were provided in the meeting packet and are posted on the website. The Board's responses are due to the Senate and Assembly Committees by December 1, 2020. The Board's Sunset Review Hearing is expected to be scheduled early next year.

Discussion

Mr. Weeks referred to Question 5 and suggested adding a reminder about the significant amount of training that licensees already have, both in school and in their practice.

Ms. Thong asked how changes and additions to the addendum will be handled.

Ms. Underwood stated the need to make requested changes clear so they can be included in today's motion.

Ms. Thong suggested adding information in the outreach section about the postcard that was developed to distribute to licensees, which has been translated into multiple languages.

Ms. Underwood stated an establishment poster was also created. She suggested the language “the Board has also created and distributed a postcard reminding individuals to wear facial coverings and had that translated into seven languages.”

Ms. Thong suggested adding information in the inspections section that all establishments have been in compliance with guidelines.

Ms. Underwood stated, although all establishments have not been in compliance, it is a high percentage - higher than 80 percent - but staff has not run that statistic. She suggested the language “during inspections, Board inspectors have found that approximately 90 percent of establishments are in compliance with health guidelines.” She asked the Board’s motion to give authority to the Executive Officer to enter the correct percentage once that statistic has been run.

Ms. Crabtree suggested stating it is a high percentage since the statistic for establishment compliance fluctuates.

Ms. Underwood suggested the language “during inspections, Board inspectors have found that a majority of establishments are in compliance with health guidelines.” She stated inspectors do not include all California Department of Public Health guidelines in their inspections. Two of the most important new areas of compliance are wearing masks and social distancing. She suggested the language “during Board inspections, the Board has seen that the majority of its establishments are in compliance with the face covering and social distancing mandates.”

Mr. Weeks suggested adding the word “overwhelming” so the language would read “during inspections, the Board has seen that an overwhelming majority of its establishments are in compliance with the face covering and social distancing mandates.”

Ms. Underwood noted that the third bullet at the end of the outreach section needs to be removed since staff has not yet completed a joint inspection with Riverside County Public Health.

Ms. Thong asked for a motion for the Board to approve the addendum to the Sunset Report with the following changes:

- Question 4, Inspections
  - Add “during inspections, inspectors have found that an overwhelming majority of establishments are in compliance with health guidelines, specifically mandates for face coverings and social distancing.”
  - Remove the third bullet at the end of the outreach section.
- Question 4, Outreach
  - Add “the Board has also created and distributed additional postcards, which have been translated into seven languages, and posters to establishments, which have been translated into three languages.”

- Question 5
  - Add “extensive health and safety training that licensees are required to have by the state Board.”

Ms. Thong stated the Board will provide the Executive Officer the authority to make technical adjustments or changes to the additional language.

**Public Comment**

Jaime Schrabec, Ph.D., Owner, Precision Nails, asked, in response to Questions 5, if there will be acknowledgement of the increase in unlicensed activity that has been seen and reported to the state Board, specifically licensees working out of their homes or other places they should not be.

Dr. Schrabec referred to the second paragraph of the inspection section in response to Question 4 and stated it does not seem to give an accurate description of what is happening when talking about compliance with COVID-19 guidelines. Although the speaker agreed with narrowing the scope to face coverings and social distancing, she stated there are other requirements including having a COVID-19 Prevention Plan in place, that inspectors are not checking for.

Susie Wong, Sacramento Nail Association, thanked Marcene Melliza, Board Analyst, for always being responsive to stakeholder questions, especially since most members of the Sacramento Nail Association speak Vietnamese.

Martin Chavez discussed barber shop capes. The speaker’s barber shop currently uses disposable capes to reduce the spread of infection due to physical contact.

**MOTION:** Ms. Thong made a motion, seconded by Ms. Crabtree, that the Board approves the addendum to the Sunset Report with the following changes:

- Question 4, Inspections
  - Add “during inspections, inspectors have found that an overwhelming majority of establishments are in compliance health guidelines, specifically mandates for face coverings and social distancing.”
  - Remove the third bullet at the end of the outreach section.
- Question 4, Outreach
  - Add “the Board has also created and distributed additional postcards, which have been translated into seven languages, and posters to establishments, which have been translated into three languages.”
- Question 5
  - Add “extensive health and safety training that licensees are required to have by the state Board.”

- The Board will provide the Executive Officer the authority to make technical adjustments or changes to the additional language.

Motion carried 8 yes, 0 no, and 0 abstain, per roll call vote as follows:

The following Board Members voted “Yes”: Crabtree, Drabkin, Matos, Pham, Thong, Tran, Weeks, and Williams.

**3. Agenda Item #3, PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA**

No public comment.

**4. Agenda Item #4, ADJOURNMENT**

There being no further business, the meeting was adjourned at 9:32 a.m.