

**CALIFORNIA STATE BOARD
OF
BARBERING AND COSMETOLOGY**

BOARD MEETING

MINUTES OF APRIL 25, 2022

BOARD MEMBERS PRESENT

Steve Weeks, President
Calimay Pham, Vice President
Jacquelyn Crabtree
Megan Ellis
Tonya Fairley
Reese Isbell
Yolanda Jimenez
Derick Matos

STAFF MEMBERS PRESENT

Kristy Underwood, Executive Officer
Carrie Harris, Deputy Executive Officer
Sabina Knight, Board Legal Representative
Alex Torkelson, Licensing and Administration Chief
Nicole Quinn, Enforcement Chief
Allison Lee, Board Project Manager
Marcene Melliza, Board Analyst

1. AGENDA ITEM #1, CALL TO ORDER/ROLL CALL/ESTABLISHMENT OF QUORUM

Steve Weeks, Board President, called the meeting to order at approximately 10:00 a.m. and confirmed the presence of a quorum.

2. AGENDA ITEM #2, PETITION FOR REINSTATEMENT HEARING

- Francisco Lemus, Petition for Reinstatement of License, Barber License #B85000

CLOSED SESSION

a. Pursuant to Government Code Section 11126(c) (3), the Board will meet in Closed Session to Deliberate on Disciplinary Matters.

The Board met in closed session as permitted by law to deliberate on disciplinary matters.

b. Adjourn Closed Session and Reconvene Open Session.

Mr. Weeks reconvened the meeting at approximately 12:15 p.m. and confirmed the presence of a quorum.

3. AGENDA ITEM #3, BOARD PRESIDENT'S OPENING REMARKS (STEVE WEEKS)

Mr. Weeks welcomed the Board members to the meeting, noting that it had been two years since the Board last met in person due to the pandemic. He stated that there is a lot of value in in-person meetings as they drive participation and interaction. Mr. Weeks also noted that the virtual meeting period had proven to be the most productive Board period in the history of the Board. Some of the major accomplishments of the Board during that period included:

- The Sunset Review
- Implementation of Senate Bill (SB) 803
- Implementation of the Personal Service Permit (PSP)
- Reduction of school hours
- Elimination of the practical exam
- The creation of the new haircutting license type
- Reinvigoration of the Board's standing committees
- Reviewing apprenticeship standards
- Updating mobile unit licensing requirements

Mr. Weeks welcomed the new Board members and mentioned that each item on the agenda would be open for public comment.

4. AGENDA ITEM #4, BOARD MEMBER REMARKS (INFORMATIONAL)

Ms. Crabtree wished everyone a happy stylist appreciation day and Mr. Weeks congratulated Ms. Yolanda Jimenez on her appointment.

5. AGENDA ITEM #5, DISCUSSION AND POSSIBLE APPROVAL OF THE JANUARY 24, 2022, BOARD MEETING MINUTES

MOTION: Ms. Crabtree moved to approve the minutes. Mr. Isbell seconded. Motion carried 8 yes, 0 no, and 0 abstain, per roll call vote as follows:
The following Board Members voted "Yes": Steve Weeks, Calimay Pham, Jacquelyn Crabtree, Megan Ellis, Tonya Fairley, Reese Isbell, Derick Matos, Yolanda Jimenez. No public comments were made.

6. AGENDA ITEM #6, EXECUTIVE MANAGEMENT REPORTS (KRISTY UNDERWOOD)

- **Administration and Operations (Alex Torkelson)**
- **Licensing, Examinations, and Disciplinary Review Appeals (Alex Torkelson)**
- **Enforcement, Inspections, and Cite and Fine (Nicole Quinn)**
- **Outreach (Kristy Underwood)**
- **SB 803 (Roth) Implementation Plan (Carrie Harris)**

Mr. Weeks thanked board staff, noting that they had accomplished a lot in the last six months.

Administration and Operations

Kristy Underwood kicked off her report by thanking and recognizing the presence of some of the staff members, including Deputy Executive Officer, Carrie Harris, Chief of Enforcement, Nicole Quinn, Chief of Licensing and Administration, Alex Torkelson, Board Staff, Marcene Melliza, and Board Project Manager, Allison Lee. Ms. Underwood stated that staff decided to change the format of the report after reviewing how other boards present their meeting materials.

On the Administrations and Operations report, Ms. Underwood reported that a new Administrations Manager was hired. She came from another Board within the Department of Consumer Affairs (DCA). She also stated that there were still three vacancies, noting some challenges with hiring experienced staff. Staff are looking to post the positions on Indeed to increase the number of applications received.

Ms. Underwood stated that staff is struggling to keep up with the high volume of emails received at the general BarberCosmo email address. She explained that public inquiry calls go to the Department of Consumer Affairs call center. The Department's staff are not trained to go into the BreEZe records and fix Board-specific issues, so they instruct the public to email the Board. Staff, therefore, receive an average of 242 emails daily, which is too much workload for the available staff that also process applications. Plans are underway to get additional staff to handle the emails. Mr. Weeks indicated that that might be a prelude to having a call center format. Ms. Underwood agreed, adding that now, an automatic response had been included to the emails telling individuals that they might not get a response for a few days. She further stated that in the past, emails were responded to within 24 hours, but currently, there were over 700 emails that were still unanswered. Mr. Weeks asked whether other Boards have their own call centers. Ms. Underwood stated several, including Registered Nursing Board, Medical Board, et cetera. She added that the Barbering and Cosmetology Board, one of the biggest boards, received more emails due to the high number of licensees.

Ms. Underwood stated that she met with the strategic plan team last week regarding the strategic plan. The team was working hard on the plan and looked forward to developing it for the next few years.

Ms. Underwood further reported that the budget projections and the fund condition had been included in the report. She stated that staff was working with the budget office to determine what will happen with eliminating the practical exam and its facilities. The budget office was also looking at increasing staff, so there is a lot of fluctuation seen in the budget. Mr. Weeks asked if a surplus budget was anticipated. Ms. Underwood responded "Yes," adding that the budget was healthy and solid. She mentioned that the DCA handles the budget, but they were also experiencing the same staffing challenges.

Licensing, Examinations, and Disciplinary Review Appeals

Ms. Underwood reported that some new staff had been hired. She stated that the licensing process was mostly automated now, and paper processes were being eliminated. Some staff was still partially working from home, doing either two or three days in the office.

There are three vacant positions in the licensing unit. Ms. Underwood reported that staff requested permission to hire four limited-term positions. These are two-year positions. They had already been posted, and interviews will begin once the application period ends. Ms. Fairley asked about the frequency of updating the job requirements when the positions were being posted. Ms. Underwood stated that the positions were all standard across the Board, and most departments used a common statewide classification. Only the inspector's position was different. Ms. Fairley pointed out that one of the requirements

for inspectors is a bachelor's degree. Ms. Underwood clarified that an inspector was required to have a certain number of units in criminal justice. Staff was looking to update the requirements. Ms. Fairley indicated that the requirements seem like a barrier that is not in line with what the inspectors do out in the field. She stated that having the positions open for so long means that more establishments and people are not being inspected. Ms. Underwood pointed out that in addition to the requirements, the pay scale also held up the inspector position. She further mentioned that the classification is determined by CalHR, not the DCA. She also stated that there is currently a package for the inspector position.

Ms. Underwood reported that the Personal Service Permit (PSP) had been implemented after about four years of waiting. Only eight permits had been issued so far. The low number might have been due to the ramifications of COVID and people working from home. Ms. Fairley noted that when a stylist passed the State Board, they do not have to be fingerprinted. However, the PSP required fingerprinting, which might lead to background checks. She noted that that could be why few people were getting the PSP. Ms. Underwood stated that past criminal convictions would not lead to a PSP denial because currently, incarcerated people are being tested and licensed. A PSP would only be denied if someone had a conviction related to their scope. She explained that fingerprinting was added as a security measure for people who go into clients' houses. Mr. Weeks asked if the liability insurance could deny coverage due to a felony conviction and asked about the cost of insurance. Ms. Underwood stated it was a few hundred dollars. Mr. Matos explained that there are insurance carriers that specialize in salons and barbershops. He added that the cost could range from as low as \$50 a month, depending on the size of the salon. Mr. Weeks also wondered if there was an excess carrier or in-between carrier for about \$600 a year. He indicated that there must be ways in which the carriers can do terms.

Regarding statistics, Ms. Underwood presented a breakdown of the exam pass rates and expressed concern once again about the Spanish pass rates. She stated that staff are working on the apprentice regulations to try to improve the program because of the many issues with the Spanish pass rates of individuals coming from the apprentice cosmetologist program. Ms. Pham thanked Ms. Underwood for the breakdown of the pass rates by language categories. She noted that the Spanish pass rate of manicuring was at 77% and wondered if this could give insight on what is working well in those programs and whether that could be applied to the other programs. Mr. Matos stated that removing the practical exam had affected the Spanish community since the written exam had been their primary issue. He asked if there had been an increase in the failure rate since the last report. Ms. Underwood stated that the failure rate had remained consistent from month to month. The rate was being monitored continually. Ms. Pham asked if the written exam is being administered frequently with the removal of the practical. She also asked what the rate of administering was in the past and what can be done in the future. Ms. Underwood stated that in the past, written and practical exams were scheduled to be taken on the same day. The exams would be scheduled 30 days out to give the lead time for the facilities. Then it was changed to allow an individual to schedule different times for their written and practical exams. Now that the practical exam had been eliminated, the individual receives a letter right after their application has been processed. The letter informs them that they can go to PSI, the exam vendor, to schedule an exam date. PSI

also sends out notifications, meaning the individual gets two notifications. They can schedule either online or by calling PSI. PSI has facilities all over the State, and they have certain slots open every day that an individual can pick. The applicants are in control of when and where they can take an exam. Because there are many different sites, staff does not know how many people were being examined on a certain day. Mr. Weeks asked if the examination costs covered the costs for PSI. Ms. Underwood replied "Yes." Ms. Underwood also reported an increase in the number of licenses issued in the first quarter of this year. This indicated a return to normal from the COVID period. She also presented a document comparing the licenses issued in the last five years.

Ms. Underwood reported that DRC hearings were recently held. Many people did not show up for the hearings, so letters were sent out to everyone under appeal, asking them if they wanted to maintain their appeals or withdraw them. Another DRC hearing will be scheduled once staff determine how many people still want to appeal.

Enforcement, Inspections, and Cite and Fine

A new enforcement manager, Macy, joined the team. The Sacramento Area also got a new inspector, Monica Williams. Two vacancies remain in the enforcement unit. They are analysts that work the enforcement cases before the cases go out to an inspector. There are seven inspector vacancies. The supervisor positions are also vacant. One supervising inspector is in the Northern California area.

Mr. Weeks asked if the inspector positions had competitive salaries. Ms. Underwood replied "No," but hopes that changes would be made, noting that the inspectors were not being paid enough to live in some of the cities where they are needed. Ms. Underwood mentioned that the current inspection team was one of the best. She stated that the inspection process had changed to ensure that the inspectors partnered with establishments and assisted on how to avoid violations. Ms. Underwood stated that the inspections program received a lot of legislative interest in the past since numerous complaints had been issued against them. Now, there were few complaints, indicating that the changes made had a positive impact. Despite the many vacancies, the inspectors stepped up to cover all directed inspections.

Mr. Weeks asked if the inspection numbers had decreased as compared to 2019. Ms. Underwood stated that the numbers were down, adding that the number of vacancies has always been high. She further stated that besides the required criminal justice units, another issue affecting inspector positions was that applicants must take a test to qualify for an interview. Many send in their applications, but several fail to take the test. Ms. Underwood stated that staff was working on encouraging applicants to take the test. Mr. Weeks asked if the applicants who take the exam can use the results with other boards. Ms. Underwood stated that there might only be two other boards that use the same classification. She added that staff are looking at reclassifying the positions to special investigator, a non-sworn position. A special investigator would handle the extensive investigation of a complainant. More updates will be provided at the next Board meeting.

In response to a question, Ms. Underwood indicated that the aggression cases against the inspectors had reduced, and the change in the inspection culture was a significant contributor. She reiterated that staffing challenges were being felt across the industry. There will, therefore, be fewer individual inspection reports done.

Mr. Weeks requested details of how the inspecting culture had changed. Ms. Underwood stated that the culture had changed in the following ways:

- Inspectors participate in monthly staff meetings
- Inspectors are provided more training, such as customer service training and diversity training
- There is a manager
- There are more one-on-ones with inspectors directly.
- Inspectors are included in more staff communication and virtual meetings.
- Inspectors are trained to look for consumer harm and to work with the licensees.
- Overall, there has been a change of mindset and working to protect consumers.

Ms. Underwood explained that schools also get inspected for health and safety inspections. A complaint lodged against a school is shared with the Bureau. Mr. Matos asked if a school had ever been fined because of a violation that should have been trained in that environment. Ms. Underwood stated that such a case had never occurred. She added that it would probably never happen because the schools are usually only inspected for health and safety regulations. The students are not checked out. Mr. Matos stated that there should be an inspector going out to the schools to inspect the students since externships and apprenticeships had been implemented. The students would be going into professional establishments, and having an inspector check beforehand would help avoid violations.

Ms. Underwood presented charts showing the type of complaints received over time. The charts also included enforcement statistics, inspection statistics, and out-of-business and closed-on-call information. Closed on-call is when an inspector arrives at a salon and finds it closed. The inspector writes an inspection report to say they'd been there. Ms. Underwood indicated that the closed-on-call numbers were being monitored, and they were getting better. In July and August, the closed-on-calls were high because salons were not opening daily due to COVID.

Ms. Underwood also presented the citations and requests for payment notices. She stated that this is new information provided when someone has an outstanding fine. The individual gets three notices before being turned to a franchise tax board for collection of the payments. She also mentioned that legislation had been put together several years ago that allowed people to request a payment plan. The payment plan options had been included in the letters sent out to the people who had pending appeals. The people could opt for the payment plans instead of going to the DRC hearings.

Outreach

Ms. Underwood reported that the Personal Service Permit information was shared on the Board's Facebook page. The Safe Sandal Season 2022 has launched. It is an outreach campaign done every year. The new public information officer working at DCA was

helping with the campaign. Ms. Underwood hopes to get some media attention to reach consumers. The Safe Sandal Season is about making sure people are licensed and tools are disinfected. The PSP aspect will also be included in the outreach campaign to make sure that home injuries are reported.

SB 803 (Roth) Implementation Plan

Ms. Underwood reported that most of the implementation plan of Senate Bill (SB) 803 had been completed. The hairstylist license is progressing forward. The Office of Professional Examination Services is working on the occupational analysis and will have to develop an exam.

The information for estheticians had been updated to the changes in SB 803. With regards to reciprocity, a person with a license in another state can immediately get a license in California. An increase had been seen in the reciprocity applicants. Ms. Underwood stated that there were some concerns with the increase in applicants since most applying for the license are not living in California. The issue will be brought before the Committee to be addressed. Ms. Underwood also reported that there were fraud concerns in the area. She indicated that a meeting with all the executive officers had been scheduled for September to discuss the potential fraud happening in certification letters. Staff wanted to ensure that the licenses were not sold to other people. Data will be compiled and presented to the Licensing Committee to determine what should be done.

She also reported that the pre-apprentice training was being worked on. The removal of the pre-app and the practical exam had been completed. Mobile unit updates had also been completed. The school curriculum was also completed, with 188 schools approved with the new programs. The externship still needed some cleanup language to make it even for barbers and cosmetologists. SB 803 addressed cosmetologists but not barbers. Ms. Underwood noted that there had been an increase in the use of the extern program, including in nail salons. Staff wanted to ensure that the externs are used just for cosmetology, barbers, and electrologists.

Ms. Underwood stated that it is hard to monitor the externs because of the lack of authority. Ms. Fairly asked if staff could hold the schools accountable. Ms. Underwood indicated that the schools were within their rights to do what they were doing. Monitoring will be done to ensure that they are not abusing that right. For instance, a school that sends externs to a nail salon and grants them more hours than is allowed would violate their rights. In such a case, the Board will have the authority to investigate and take action. Mr. Matos asked for some instances where schools might violate regulations. Ms. Underwood stated that the Board could take action against a school that sends externs to a nail salon and grants them more hours than they should. Mr. Matos also asked if a student would be required to go back to school if they completed their externship hours or if their externship hours were unbalanced compared to what they should be learning in school. Ms. Underwood stated in such a case, action would be taken against the student, but the Board had no authority to do that. The Board would take action against the school if there were any concerns about a student not completing their required hours.

Ms. Underwood further reported that the online survey was complete. The survey is a practice status survey where people must identify themselves as either an independent contractor or an employee. She stated that currently, the Governor's two-year waiver fee was still in effect, so individuals were not required to renew yet.

Regarding fines, Ms. Underwood stated that the fine schedule was being looked at to determine the impact on consumer safety. The Health and Safety Committee would provide an update on that. Another meeting on that discussion was scheduled for June. Ms. Underwood also reported that all pending miscellaneous items for SB 803 had been completed.

Mr. Weeks inquired about the timing of new appointees to the Board. He also asked about the Board's quorum. Ms. Underwood stated that the quorum for every meeting is currently seven. The Governor's Office and the Department were working on having one or more new board members before the next meeting. Two public members, an esthetician, a manicurist, and an electrologist, needed to be appointed.

The agenda item was opened up for public comment.

- Wendy Cochran, California Aesthetic Alliance, stated that call centers for esthetics were problematic. She indicated that people called the number to ask questions and they were given wrong answers. Regarding the PSP, Ms. Cochran explained that some of the reluctance to get it might be because it only allowed a limited range of services. She indicated that she had talked to some estheticians and students, and most of them had felt that the PSP was not worth all the costs one would have to incur. On insurance, Ms. Cochran stated that her policy covers the PSP through ASEP for about \$259 a year. Ms. Cochran stated that consumers should learn about consumer awareness from the licensees with help from the PR person. She mentioned that most consumers do not know about Safe Sandal Season even though it has been held for several years. She further indicated that her group purposed to educate and inform consumers on what they should be looking out for from licensees. Regarding cleaning up the language in SB 803, she stated that there's a section that says hair stylists could not do skincare. She voiced concern that some schools were doing externships for esthetics. Some online programs and academies also asked licensees to external mentor people who have never gone to a school. The licensees would do tutorials on Zoom, and the schools would then give out credits to people who watch online.
- Mr. Larry reported that the written exam results were very low for out-of-country applicants. He indicated that the problem might be that other countries did not have the same regulations as the United States or California. Most do not have a Board, so they are not receiving the same level of education outside of the U.S.

7. AGENDA ITEM #7, REPORT ON THE MARCH 7, 2022, LEGISLATIVE AND BUDGET COMMITTEE MEETING

Mr. Isbell stated that the committee made position recommendations at the meeting, but some of the information may have changed since. The next Committee meeting is scheduled for May 20. Ms. Underwood gave an overview of the bills.

Consideration of Committee Recommendations and Possible Action on Proposed Bills

a. AB 646 (Low, Cunningham, and Gipson) – DCA boards; expunged convictions

This is a department-wide bill based on posting of expunged convictions. It would not have any impact on the Board. The Committee recommended a support position.

MOTION: Mr. Isbell moved to support AB 646. Ms. Pham seconded.

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

The following Board Members voted “Yes”: Steve Weeks, Calimay Pham, Jacquelyn Crabtree, Megan Ellis, Tonya Fairley, Reese Isbell, Derick Matos, Yolanda Jimenez. No public comments were received.

b. AB 1604 (Holden) – The Upward Mobility Act of 2022: Boards and Commissions: Civil Service: Examinations: Classifications

This bill requires boards to have an individual from an underrepresented community as defined. The Committee recommended to watch the bill. The Board recommended staff to continue to watch the bill. No public comments were received.

c. AB 1661 (Davies) – Human trafficking: notice

The bill would require the barbering, cosmetology, and electrology establishments to post a notice regarding slavery and human trafficking. The Committee recommended a support position.

MOTION: Mr. Isbell moved to support AB 1661. Mr. Matos seconded.

Motion tied 4 yes, 4 no, and 0 abstain, per roll call vote as follows:

The following Board Members voted “Yes”: Calimay Pham, Jacquelyn Crabtree, Megan Ellis, Reese Isbell.

The following Board Members voted “No”: Steve Weeks, Derick Matos Tonya Fairley Yolanda Jimenez.

MOTION: Ms. Fairley moved to support AB 1661 if amended to reflect the concerns raised. Mr. Weeks seconded.

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

The following Board Members voted “Yes”: Steve Weeks, Calimay Pham, Jacquelyn Crabtree, Megan Ellis, Tonya Fairley, Reese Isbell, Derick Matos, Yolanda Jimenez.

PUBLIC COMMENT:

- Ms. Cochran stated that most estheticians work in a solo environment with numerous notices posted. She felt that not many people would want to post the notice on their walls. She also expressed concern that the notice implicated that the industry is filled with people who are either trafficked or who are trafficking. Ms. Cochran also felt that the bill is not being all-inclusive since tattoo shops are not required to post the notice.

- Mr. Jones echoed Ms. Cochran's concerns that the bill targeted the beauty industry.

d. AB 1733 (Quirk) – State Bodies: Open Meetings

The bill would change the Bagley-Keene Open Meeting Act to allow the Board to hold teleconference meetings in lieu of in-person meetings. The Board could hold emergency meetings virtually without having to post their home addresses. Ms. Underwood pointed out that the teleconference meetings held during COVID had been successful. They had helped save money and time and encouraged public participation. The Committee recommended a support position.

MOTION: Mr. Isbell moved to support AB 1733. Ms. Crabtree seconded.

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

The following Board Members voted “Yes”: Steve Weeks, Calimay Pham, Jacquelyn Crabtree, Megan Ellis, Tonya Fairley, Reese Isbell, Derick Matos, Yolanda Jimenez.

e. AB 2196 (Maienschein) - Barbering and Cosmetology: Instructional hours.

The Committee recommended a watch position, but the bill has changed. When it went to the Committee, the bill increased education hours for cosmetology from 1000 to 1200. This had been removed and clean-up language had been added. Ms. Underwood recommended a support position since the bill contained the Board’s clean-up language.

MOTION: Ms. Crabtree moved to support AB 2196. Mr. Isbell seconded. Ms. Pham recommended that the Board support the bill if amended to include more of the Board's clean-up language.

Ms. Crabtree withdrew her motion and amended it to support if amended to include the list of things that staff identified as missing language. Mr. Isbell seconded.

MOTION: Ms. Crabtree moved to support if amended to include what staff identified as missing language. Mr. Isbell seconded.

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

The following Board Members voted “Yes”: Steve Weeks, Calimay Pham, Jacquelyn Crabtree, Megan Ellis, Tonya Fairley, Reese Isbell, Derick Matos, Yolanda Jimenez.

Mr. Weeks requested that the Board minutes reflect that the Board had not changed its position on the 1000 education hours, given the bill’s original language to increase to 1200 hours.

PUBLIC COMMENT:

- Mr. Jones indicated that with the reduced number of hours and removal of practical exams, there was an incentive to increase fraudulent selling of hours. He felt that one way to stop the fraudulent selling of hours would be for schools to register their students within 30 days of enrollment with the State Board as part of the proof of training process. When they finish, they would also submit the final proof of training. He pointed out that the Board used to have statutory authorization in the past, so he urged the Board to request the Legislature to have it again. Mr. Jones also suggested that the Board consider having a statute to ensure that schools certify the students' hands-on competency since the industry is dexterity-based.

8. AGENDA ITEM #8, REPORT ON THE MARCH 7, 2022, EDUCATION AND OUTREACH COMMITTEE MEETING.

Ms. Underwood reported that the outreach report reviewed by the Committee was included in the Board packet. At the next meeting, the Committee will look at the materials that are sent out with establishment licenses and handed out during inspections and citations so that the Committee can make recommendations.

9. AGENDA ITEM #9, REPORT ON THE MARCH 14, 2022, HEALTH AND SAFETY ADVISORY COMMITTEE MEETING

Ms. Crabtree confirmed that the Committee met and had scheduled another meeting for June 6, 2022. Ms. Underwood reported that the Committee had approved an update to the health and safety regulations. The regulations have to be reviewed by the legal counsel before being presented to the Board. They may be presented in October. Regarding SB 803, the Committee started to look at the fine schedule and how it related directly to consumer harm. The Committee will make a recommendation to the Board once their review is completed.

10. AGENDA ITEM #10, STATUS UPDATES REGARDING RULEMAKING PROPOSALS:

- a. Rulemaking Proposal to Amend Title 16, California Code of Regulations (CCR) sections 904, 909, 917, 928, 931, 932, 934, 937, 950.1, 950.2, 950.3, 950.4, 962 (SB Clean Up).
- b. Rulemaking Proposal to amend Title 16, CCR sections 913, 913.1, 914.1, 914.2, 915, 917, 918, 918.1, 919, 919.1, 920, 921, 921.1, 921.2, 922, 924, 924.1, 925, 926, 927, (Apprenticeship).
- c. Rulemaking Proposal to Amend Title 16, CCR section 950.10 (Transfer of credit).
- d. Rulemaking Proposal to Amend Title 16, CCR section 961 (Instructional Materials).
- e. Rulemaking Proposal to Amend Title 16, CCR 962, 962.1, and 962.2 (Externs).
- f. Rulemaking Proposal to Amend Title 16, CCR section 972 (Disciplinary Guidelines).
- g. Rulemaking Proposal to Amend Title 16, CCR section 974.1 (Disciplinary Review Committee).

Ms. Underwood reported that the instructional materials regulation package made it to the Office of Administrative Law (OAL), however, OAL found some concerns, so staff withdrew it and will propose the amended language at the next Board meeting.

The rest of the packages are under review or on hold pending clean-up legislation.

11. AGENDA ITEM #11, PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

No public comments were made.

12. AGENDA ITEM #12, SUGGESTIONS FOR FUTURE AGENDA ITEMS

Ms. Fairley stated the Board should provide more guidance for people who petition for reinstatement or get off probation early. It could entail a frequently asked question document on the website informing petitioners on what to bring during a hearing.

13. AGENDA ITEM #13, ADJOURNMENT

There being no further business to discuss, the meeting adjourned at approximately 1:54 p.m.