



## Occupational and Professional Licensing Administration

ADDRESS ALL COMMUNICATIONS  
TO THE BOARD

**DISTRICT OF COLUMBIA  
Board of Barber and Cosmetology  
1100 4<sup>th</sup> Street SW, Room E-300, Washington, DC 20024  
Wednesday, June 3, 2020  
Meeting Minutes**

The District of Columbia Board of Barber and Cosmetology (Board) held its monthly meeting on Wednesday, June 3, 2020, at 1100 4<sup>th</sup> Street, SW, Room E300, Washington, DC. In this Public Meeting and Executive Session, the Board discussed new business, applications for licensure, complaints and investigations. This monthly Board meeting was held via WebEx Events format.

Anwar Saleem, Board Chair, called the meeting to order at 10:31 a.m.

**Board Members Present:** Anwar Saleem, Mark Wills, Richard DeCarlo, Eric Doyle, Erwin Gomez, Sharon Young, Raymond Kibler, Mable Carter and Nanita Wilson

**Staff Present:** Andrew Jackson, *Board Administrator*; Cynthia Briggs, *Program Manager*; Nicole McClendon, *Program Coordinator for Boards and Commissions*; George Batista, *Investigator*; and Stacey Williams, *Program Support Specialist*

**Legal Counsel:** Marc Nielsen, Esq. and Adrienne Lord-Sorenson, Esq.

**Board Members Absent:** Jared Scott, Vonetta Dumas, Kandace Murray and Isaac Colon

**Agenda Item: COMMENTS FROM THE PUBLIC**

- Kennel Dixon came before the Board expressing concerns about the availability of Coronavirus testing for Barbers and Cosmetologists. Ms. Dixon wanted to know about testing sites and locations. Board member Eric Doyle recommended that Ms. Dixon go to the District of Columbia's Coronavirus testing site ([coronavirus.dc.gov/testing](https://coronavirus.dc.gov/testing)) for information on testing and possible testing sites.
- Latoya Lyles-Walker came before the Board with questions about Health and Safety guidelines. Board Administrator Andrew Jackson informed Ms. Lyles-Walker that Health and Safety guidelines can be found on the Department of Health's website ([doh.dc.gov](https://doh.dc.gov)). Mr. Jackson also emailed Ms. Lyles Walker the Health and Safety guidelines on June 3<sup>rd</sup>.

**Agenda Item: ACCEPTANCE OF MINUTES**

- Upon motion duly made by member Richard DeCarlo, and properly seconded by member Sharon Young, the Board voted unanimously to accept the May 4, 2020 meeting minutes.



### **Agenda Item: CORRESPONDENCE REVIEW**

- There was no correspondence at this public meeting.

### **Agenda Item: OLD BUSINESS**

- Board Chair Anwar Saleem announced that Phase 1 of District of Columbia reopening took place on May 29<sup>th</sup>. This reopening phase included non-essential businesses such as barbershops and salons. Chairman Saleem stated the Board will be implementing educational sessions to focus on reopening strategies within the near future.
- Board Administrator Andrew Jackson conducted research on Mobile Salon requirements across the states. Board Chair Anwar Saleem requested that the Barber Board members review the report Mr. Jackson created and start developing ideas in which the District Columbia can use in the implementation of a Mobile Salon policy in DC. Board Administrator Andrew Jackson will forward Mobile Salon report to Barber Board members. Developments and ideas of implementation to be discuss at the July 6<sup>th</sup> Board meeting.
- Dorothy Thomas from the Higher Education Licensure Commission (HELC) informed the Board that requests for online education is currently being accepted by HELC. Ms. Thomas also notified the Board that HELC is currently working on a reopening strategy for educational institutions.
- Dorothy Thomas from HELC is will be taking the lead on an Educational Task Force which will include collaboration with DC Board of Barber and Cosmetology Board members Richard DeCarlo and Sharon Young. The Educational Task Force purpose will be to focus on curriculum and content for education institutions to administer to current and prospective students. Ms. Thomas will reach out to Board members Sharon Young and Richard DeCarlo to start coordinating task force. Updates of task force development will be given at the July 6<sup>th</sup> Board meeting.
- Legal Counsel Marc Nielsen provided updates to the Special Fund requests by the DC Board of Barber and Cosmetology. The proposed legislation for a special purpose fund for the Board of Barber and Cosmetology will be forwarded to the Executive Office of the Mayor during the next Leg. Fest, when EOM accepts potential bills from subordinate agencies. This usually occurs around June-July but varies each year according to the schedule EOM provides.

### **Agenda Item: NEW BUSINESS**

- Board Chair Anwar Saleem announced that the DC Board of Barber and Cosmetology will be hosting a Reopening Educational Webinar scheduled for Thursday June 4<sup>th</sup> at 4pm. This Educational Public Seminar will be a recorded session focusing on the best practices of Health and Safety during the reopening of Phase 1.
  - Program Manager Cynthia Briggs informed the Board that notice for Educational Webinar will be posted to the Board's website ([dcra.dc.gov/barbers-cosmetology](http://dcra.dc.gov/barbers-cosmetology)) along with DOH's Health and Safety guidelines.
- Board Chair Anwar Saleem requested that the Board look at strategies for planning a second Educational Webinar. Chairman Saleem wanted to focus on the following strategic planning:
  - Target Educational Webinar will focus on Phase 2 DC reopening
  - Target audience will be Cosmetology Specialty practices



Board member Erwin Gomez expressed concerns about timing of the webinar due to the strict usage requirements and expiration dates of Personal Protective Equipment (PPE).

- Website updates were covered at this Public meeting. All website updates must be vetted and approved by the Office of the Director. Board members Mark Wills and Sharon Young expressed the importance of staying within the guidelines of Health & Safety and steering away from promotional strategies.

#### **Agenda Item: COMMITTEE REPORTS**

- No Committee reports at this public meeting.

#### **EXECUTIVE SESSION – CLOSED TO THE PUBLIC**

Upon motion duly made by member Mark Wills, and properly seconded by member, Eric Doyle, the Board unanimously voted to enter into closed session pursuant to the authority of D.C. Official Code Section 2-575(b) (4) (A) to seek the advice of counsel, D.C. Official Code Section 2-575(b) (9) to discuss disciplinary matters, and D.C. Official Code Section 2-775(b) (13) to deliberate upon a decision in an adjudication action or proceeding.

#### **Agenda Item: COMPLAINTS and/or INVESTIGATIONS**

- No complaints at this public meeting.

#### **Agenda Item: REINSTATEMENT and TECHNICAL REVIEW APPLICATIONS –**

- No Reinstatement and Technical Review applications at this public meeting.

#### **Agenda Item: FINAL RECOMMENDATIONS/ACTIONS**

- Board member Sharon Young provided updates on the Regional and Annual NIC Conferences. The Regional and National Conferences for NIC have been canceled due to the COVID-19 pandemic. Regional and National conferences are expected to take place in 2021 per Board member Sharon Young.
- Board member and NABBA President Mark Wills provided updates to the NABBA Annual Conference. The NABBA Annual Conference will be canceled in 2020 due to the COVID-19 pandemic. The next NABBA Annual Conference is expected to take place in 2021 in Washington, DC. Mark Wills will serve as NABBA President for an additional term.



- Board member Eric Doyle inquired about the Temporary Body Artist application. Program Manager for Boards and Commissions Nicole McClendon informed Mr. Doyle that the application will be placed on a Google Doc due to the Agency currently in the process of switching vendors. Board member Eric Doyle expressed concerns that information required for application was not accurately reflecting what the Board voted on for approval. Ms. McClendon will provide Mr. Doyle progress of the potential application in the coming days.

The meeting adjourned at 11:19 a.m.

The next Board meeting is scheduled for **Monday, July 6, 2020 at 10:00 a.m.**

Respectfully submitted,

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Anwar S. Saleem, Chair    Date

Prepared by: Andrew Jackson, Board Administrator