



## 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**  
**Monday, February 4, 2019**  
**Meeting Minutes**

The District of Columbia Board of Barber and Cosmetology (Board) held its monthly meeting on Monday, February 4, 2019, 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.

Anwar S. Saleem, Board Chair, called the meeting to order at 10:28 a.m.

**Board Members Present:** Anwar Saleem, Richard DeCarlo, Eric Doyle, Vonetta Dumas, Raymond Kibler, Jared Scott, Mark Wills, Sharon Young, Isaac Colon and Kandace Murray

**Staff Present:** - Andrew Jackson, *Board Administrator*; Cynthia Briggs, *Interim Program Manager*; Kevin Cyrus, *Education Coordinator*

**Legal Counsel:** - Kia Winston, Esq.

### **Agenda Item: COMMENTS FROM THE PUBLIC**

- Shannon Rice who currently holds a Cosmetology Instructor and Barber Instructor license inquired about establishing an apprenticeship program. Board Administrator Andrew Jackson informed Ms. Rice that she will be able to setup an apprenticeship program by contacting the Department of Employment Services (DOES).
- Brian Freda came before the Board to express concerns about applying for a tattoo license. Mr. Freda explained to the Board that his application has been denied because he was unable to gain an employment verification from previous employer. Board member Eric Doyle advised Mr. Freda to obtain a notarized affidavit highlighting previous job experience as well as proof of completion of CPR, Blood Borne Pathogens and First Aid. Once all documents have been obtained Mr. Freda can resubmit application for license and sit for the examination.
- Dorothy Thomas from the Higher Education Licensure Commission (HELIC) informed the Board that HELIC would like to establish a quarterly meeting with a Barber and Cosmetology Board member as well as the Education Committee to discuss topics related to schools and education. Ms. Thomas also requested assistance from the Board in understanding what materials are required for barber and cosmetology kits. Ms. Thomas also inquired about the types of textbooks approved to use for educational purposes. Chairman Anwar Saleem informed Ms. Thomas that Milady, Pivot Point and Clic are all approved education materials.



- Board Member Eric Doyle requested to see the updated Body Artist Tattoo examination. Board Administrator Andrew Jackson to follow up with Luladaye Valli of DCRA and Debra Norton to schedule a time for Body Artist Committee to review examination prior to next Board meeting scheduled to take place on March 4<sup>th</sup>.

**Agenda Item: COMMITTEE REPORTS**

- No committee reports at this public meeting.

**EXECUTIVE SESSION – CLOSED TO THE PUBLIC**

Upon motion duly made by Chairman Anwar Saleem, and properly seconded by member, Richard DeCarlo, 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 and/or investigations at this public meeting.

**Agenda Item: REINSTATEMENT and TECHNICAL REVIEW APPLICATIONS – NONE**

**Agenda Item: FINAL RECOMMENDATIONS/ACTIONS**


- Upon motion duly made by member, Vonetta Dumas, and properly seconded by member, Richard DeCarlo, the Board unanimously voted to contact HELC and work with division on requiring schools to report hours of students on a monthly basis.
- Upon motion duly made by member, Isaac Colon', and properly seconded by member, Sharon Young, the Board unanimously voted to request a listing of Instructors from HELC who are currently unlicensed.
- Upon motion duly made by member, Richard DeCarlo, and properly seconded by member, Sharon Young, the Board unanimously voted to approve Milady as a Continuing Education provider.



The meeting adjourned at 12:33 p.m.

The next Board meeting is scheduled for **Monday, March 4, 2019** at **10:00 a.m.**

Respectfully submitted,

 3/4/19  
Anwar S. Saleem, Chair Date

**Prepared by:** Andrew Jackson, Board Administrator