The meeting was called to order at 9:30 AM by Ms. Viens (Chair)

Executive Session CLOSED per M.G.L. c. 30A, § 21(a)(1), Individual Character Rather Than Competence

A MOTION was made by Ms. Tool second by Ms. Talbot to enter into executive session to discuss applicants' characters rather than competence, after which the open meeting of the Board will resume. The Chair called for a Roll Call vote.

Roll call: Ms. Tool (Yes) Mr. Gayzagian (Yes) Ms. Talbot (Yes) Ms. Viens (Yes) Mr. Nunez (Yes) Ms. Saluto (Yes) Ms. Devin (Yes)

The MOTION Passed by unanimous vote of those present.

Open Session 10:15 AM

Housekeeping: Ms. Viens explains the emergency exit procedures.

Read and Accept Minutes of October 11, 2016 Open Meeting.

A MOTION was made by Ms. Devin second by Ms. Saluto to accept the October 11, 2016 Minutes as written.

The MOTION passed by unanimous vote of those present.

Kelly Puccio introduced Laurene Flaherty, a new investigator for the Board.
Executive Director Report

Mr. Bialas discussed the Board’s upcoming visit to the prison barbering programs on December 13, 2016.

Mr. Bialas reviewed the Pearson Vue meeting held at Assabet Valley Vocational School.

Ms. Pham joined the meeting at or about 10:25 a.m.

Board Counsel Report

Ms. Read told the Board that the proposed changes to regulations under Executive Order 562 are being reviewed by DPL and other agencies before they may be published.

Electrology Instructor Exam

Members discussed how the exam will be administered, including how often the exam should be offered. The Chair recognized members of the public, who commented and asked questions regarding the test.

Ms. Dorian joined the meeting at or about 10:45 a.m.

No formal action was taken.

Mobile Services

Ms. Read reviewed the draft Mobile Policy and the Board discussed which services can and cannot be performed while mobile.

Members discussed the overall state of the industry and offered opinions on the new policy.

Ms. Read read an email from a member of the public who expressed concern about the Board not allowing chemical peels to be performed as a mobile service.

A MOTION was made by Ms. Dorian second by Mr. Gayzagian to accept the Mobile Policy with the changes discussed.

The MOTION passed by unanimous vote of those present.

CORI Policy

Ms. Read reviewed and members discussed the policy on review of Criminal Offender Record Information (“CORI”) and the changes made during the last meeting.
A MOTION was made by Mr. Gayzagian second by Ms. Saluto to accept the CORI policy with additional changes. Mr. Gayzagian requested a roll call vote.

Roll Call Vote: Ms. Devin (Yes); Ms. Saluto (Yes); Ms. Pham (Yes); Mr. Nunez (Yes); Ms. Viens (Yes); Ms. Talbot (No); Mr. Gayzagian (Yes); Ms. Tool (Yes); Ms. Dorian (Yes).

The MOTION passed by a majority vote.

School Discretion to Approve Students to Take Exam After 90% of Hours are Completed

Ms. Dorian explained the proposal.

Ms. Dorian and Ms. Read discussed the definition of 1000 hours and how they are completed. Members asked questions.

Mr. Bialas and Ms. Read advised the Board that the proposal cannot go forward under current regulations because 240 CMR 2.01(2) requires Type 2 operator licensees to complete 1000 hours of professional training in a cosmetology school, 240 CMR 4.04(1)(a) requires cosmetology schools to maintain a course of study of not less than 1000 hours, and 240 CMR 4.08 requires schools to permit students to test after “successfully completing the minimum required number of earned credit hours for a hairdressing program (1,000 hours).”

No formal action was taken.

Prohibited Practices Policy

Mr. Bialas suggested that the Board revise the Prohibited Practices Policy because it has not been updated in several years.

Members discussed the policy, suggested revisions and asked the staff to bring a new draft back to the Board. No formal action was taken.

Public Comment

Members of the public commented on the new electronic licensing system and review of applicants who hold licenses issued by other boards or states.

The Board broke for lunch at 1:20 p.m. and returned at 2:05 p.m.

Quasi Judicial Session [CLOSED per M.G.L. c. 30A, § 18]

A MOTION was made by Mr. Nunez, second by Ms. Talbot to exit public session and enter CLOSED quasi-judicial session pursuant to G.L. c. 30A §18(d) to make decisions required in adjudicatory proceedings brought before the Board.

The MOTION passed unanimously.
During the closed quasi-judicial session, the Board voted to take the following actions:

- BR-16-073  Board determined sanction for Final Decision and Order
- HS-15-401  Board determined sanction for Final Decision and Order
- BS-15-156  Board determined sanction for Final Decision and Order
- HS-15-093  Dismissed
- HD-14-237  Board amended sanction for Final Decision

**Cases, Investigative Conferences, Settlement Offers [Closed Session Pursuant to G.L. c. 112, § 65C]:**

A MOTION was made by Ms. Talbot, seconded by Ms. Saluto to exit quasi-judicial session and enter closed session to conduct investigative conferences pursuant to G.L. c. 112, § 65C. The Motion passed unanimously.

During the closed session, the Board voted to take the following actions:

**Review of Cases and Staff Assignments:**

<table>
<thead>
<tr>
<th>Case Number</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>HS-15-490</td>
<td>Revise terms on which Board referred to Prosecution</td>
</tr>
<tr>
<td>HS-15-511</td>
<td>Revise terms on which Board referred to Prosecution</td>
</tr>
<tr>
<td>2016-0817-HS-037-IT-ENF</td>
<td>Refer to Prosecution</td>
</tr>
<tr>
<td>SA-HS-17-013</td>
<td>Dismiss</td>
</tr>
<tr>
<td>2016-000645-IT-ENF</td>
<td>Close as duplicate of HS-16-324</td>
</tr>
<tr>
<td>HS-16-324</td>
<td>Refer to Prosecution</td>
</tr>
<tr>
<td>HD-14-054</td>
<td>Refer for further investigation</td>
</tr>
<tr>
<td>SA-HD-16-063</td>
<td>Open Complaint, Refer for further investigation</td>
</tr>
<tr>
<td>HS-16-030</td>
<td>Dismiss</td>
</tr>
</tbody>
</table>

**Adjournment**

A MOTION was made by Ms. Tool, second by Ms. Devin to adjourn the meeting. The MOTION passed unanimously. The meeting adjourned at 3:14 p.m.

The above Minutes were approved at the open meeting held on December 6, 2016.

Brian Bialas, Executive Director

**Documents Used During the Meeting:**

- Agenda
- Draft Minutes of October 11, 2016 Open Meeting
- Electronic mail Dated November 7, 2016 regarding chemical peels as a mobile service
- Draft Mobile Policy
- Draft CORI Policy
- Current Prohibited Practices Policy