



Arizona State  
Board of Cosmetology

Kim Scoplitte, Executive Director

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**ARIZONA STATE BOARD OF COSMETOLOGY**

**Rules Committee Meeting Minutes  
June 5, 2019**

**TIME:** 9:36 a.m.

**PLACE:** 1740 W. Adams Board Room A, Phoenix, AZ 85007

**I. CALL TO ORDER AND ROLL CALL**

Gary Begley, School Owner  
Jenna Bentley, Public Member  
Brandy Wells, Public Member

**Also in Attendance:** Kim Scoplitte, Executive Director  
Theresa Bunch, Deputy Director  
Mona Baskin, Assistant Attorney General

**II. COMMITTEE BUSINESS:** The Board may vote to go into executive session to obtain legal advice pursuant to A.R.S. § 38-431.03 (A) (3).

A. Approval of Committee Meeting Minutes from April 25, 2019.

**MOTION BY** Brandy Wells to approve the minutes from April 25, 2019, with a correction of SB1288 to reflect SB1404. **MOTION SECONDED** by Jenna Bentley.

Roll Call:

Vote	Gary Begley	Thomas Rough	Brandy Wells	Jenna Bentley	Amber Cepkauskas
Aye			x	x	
Nay					
Recused					
Abstained					
Absent					

**MOTION CARRIED.**

B. Discussion, Consideration and Possible Recommendation on Comprehensive Review and Update of Board Rules A.A.C. R4-10-101 through R4-10-405, for Proposed Rulemaking.

- Executive Order 2019-01; Moratorium on Rulemaking to Promote Job Creation and Customer-Services-Oriented Agencies; Protecting Consumers against Fraudulent Activities.

Article 1. General Provisions

- A.A.C. R4-10-112 – Infection Control and Safety Standards

Committee members reviewed and discussed Article 1. General Provisions A.A.C. R4-10-112 Infection Control and Safety Standards and the following motion was made.

MOTION by Brandy Wells to recommend to the full Board to approve Article 1. General Provisions A.A.C. R4-10-112 Infection Control and Safety Standards which has been updated. MOTION SECONDED by Jenna Bentley.

Roll Call:

Vote	Gary Begley	Thomas Rough	Brandy Wells	Jenna Bentley	Amber Cepkauskas
Aye	x		x	x	
Nay					
Recused					
Abstained					
Absent					

**MOTION CARRIED.**

Article 2. Schools

- A.A.C. R4-10-201 through R4- 10-210

Committee members reviewed and discussed Article 2. Schools A.A.C. R4-10-201 through R4-10-210 and made the following recommendations.

1. Change classes to courses on A.A.C. R4-10-201(A)(6) A proposed schedule of classes courses to be taught at the school.
2. Add refunds to A.A.C. R4-10-201 (A)(9)(c) A school catalog that contains the information required under A.R.S.§ 32-559. Policies regarding leaves of absence, refunds and vacation approval for students.
3. Remove “and its schedule” from A.A.C. R4-10-201 (2) A subject description for each new course ~~and its schedule~~, if applicable.
4. Remove A.A.C. R4-10-201(B)(3) ~~A new operating schedule if the operating schedule will change beginning with the new license year.~~
5. Remove “in each room used” from A.A.C. R4-10-203 (A)(4) An instruction board ~~each room used~~ for instruction.
6. Remove A.A.C. R4-10-203 (A)(9) One container for wet disinfectant for each student performing aesthetics or nail technology.
7. Change “online” to “electronic” for A.A.C. R4-10-203 (C) The school licensee shall ensure students have reasonable access to the following materials whether in a school library or ~~online~~ electronic.
8. Remove “reasonable” from A.A.C. R4-10-205 (B)(1)(2), R4-10-206 (B)(1)(2), R4-10-206.1 (B)(1)(2) and R4-10-207 (B)(5) ~~Reasonable~~ Access to an online electronic or standard textbook for professional (course chosen) and ~~Reasonable~~ access to or a hard copy of the Arizona Board of Cosmetology statutes and rules.
9. Remove A.A.C. R4-10-206 (A)(4) One hooded dryer.

10. Change two nail drills to one electric nail file from A.A.C. R4-10-206 (A)(12) ~~Two~~ One electric nail drills file for filing and buffing.
11. Add "student instructor" to A.A.C. R4-10-209 (A) A school licensee shall ensure that only an individual who holds and instructor license or a student instructor is allowed to teach in a school.
12. Remove "hours" for A.A.C. R4-10-302 (A)(1) Orientation and review of the Arizona Board of Cosmetology statues and rules ~~8-hours~~. A.A.C. R4-10-302 (A)(2) Theory, preparation, and practice curriculum development ~~270-hours~~. A.A.C. R4-10-302 (A)(3) Classroom and clinic oversight ~~72-hours~~.

#### Article 4. Salons

- A.A.C. R4-10-401 through R4-10-405

Committee members reviewed and discussed Article 4. Salons A.A.C. R4-10-401 through R4-10-405 and made the following recommendations.

1. Remove A.A.C. R4-10-101 (13) Definitions "~~Establishments~~" ~~mean a business, including mobile unit.~~
2. Add Salon Suites location change \$20.00 to A.A.C. R4-10-102 Fees and Charges.
3. Add including salon suites or unit change for A.A.C. R4-10-402 (A)(1) The salon address changes including salon suites or unit change.

Bring back to the Committee for discussion on the following:

- Adding new section to A.A.C. R4-10-201 (A) If an applicant is a School District.
- Instructor in Charge vs. Director with no license for A.A.C. R4-10-203 (A)(2) A licensed instructor as manager or director.
- A.A.C. R4-10-203 (A)(5) At least two cubic feet of an individual locked area with a different locking device for each enrolled student and each instructor to store personal objects and training kits.
- A.A.C. R4-10-203 (N)(8)(a) If the school has a distant classroom, the equipment in the distant classroom is the same as that required under this Section; and Private postsecondary facilities do not extend the school facilities beyond .5 miles apart as verified by Global Positioning System map readings.
- A.A.C. R4-10-306 (C)(5) 100% of the hours of training received in a cosmetology course toward a hairstylist license (**Committee will determine whether to apportion only those training hours in hairstyling to be credited toward the hairstylist license required hours.**) And A.A.C. R4-10-306 (C)(11) 200-hours of training received for a registered nurse (RN) or clinical nurse specialist (CNS) license towards an aesthetician license.
- A.A.C. R4-10-101 (19) Definitions "Licensed Salon" to include Salon Suites and Mobile Units. "Licensed salon," "salon suites," "mobile units" or "licensed school" means an establishment for which the Board has issued a license to a person under A.R.S. § 32-541 or 32-551, as applicable.

Committee also discussed the following:

- Adding language to A.A.C. R4-10-101 Application for License by Reciprocity, A.A.C. R4-10-201 Application for a License to Operate a School; renewal and A.A.C. R4-10-401 Application for a License to Operate a Salon to read as A.A.C. R4-10-104(A)(2)(g) Application for License by Examination. A statement by the applicant verifying the truthfulness of the information provided by the applicant.

- Adding language to A.A.C. R4-10-111 (F) A salon licensee shall prominently post a notice sign to read, of salon “These services are not regulated by the Arizona Board of Cosmetology” to include a list of services, ~~but provided at the salon.~~

**C. ADJOURN**

**MOTION BY** Brandy Wells to adjourn the meeting at 11:18 a.m. **MOTION SECONDED** by Jenna Bentley.

Roll Call:

Vote	Gary Begley	Thomas Rough	Brandy Wells	Jenna Bentley	Amber Cepkauskas
Aye	x		x	x	
Nay					
Recused					
Abstained					
Absent					

**MOTION CARRIED.**

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