

**South Carolina Board of Barber Examiners
Board Meeting
Agenda
9:00 a. m, October 24, 2022
Via WebEx Teleconference**

1. Meeting Called to Order

- a. Public notice of this meeting was properly posted at the S. C. Board of Barber Examiners office, Synergy Business Park, Kingstree Building and provided to all requesting persons, organizations, and news media in compliance with Section 30-4-80 of the South Carolina Freedom of Information Act. Due to technical constraints, members of the public who wish to attend may do so by telephone. For meeting access information, please email boardinfo@llr.sc.gov.
- b. Rules of the Meeting

2. Introduction of Board Members and All Other Persons Attending

Chairman Paul E. Robinson called the meeting of the S.C Board of Barber Examiners to order at 9:03 a.m. Other Board members participating in the meeting included:

- Christopher Jarvis
- Melissa Jones Horton

Staff members present included: Theresa Brown, Administrator; Mary League, Advice Counsel; Patrice Deas; Rodney Pigford, (OIE); Jennifer Stillwell, (OIE); Sheila Hawkins; Lakin Raulerson; Robynn Devine; Erin Baldwin,(ODC); and Sara Morris, (ODC).

All other persons in attendance: Cara Leigh Richardson, Court Reporter, Eleanor Glover Gladney, Jessica Veerapen, Adam Bryant, Cedric Dendy, Darius Hamilton, David Granger, Edward Love, Hollie Harrell, Ieshia Robinson, Jason Collins, Johnny Booker, Joseph Michaelis, Joshua Wilkis, Kendrick Patterson, Khalid Gadson, Luke Stoudemayer, Nascir McGill, Robert Gathers III, Robert Jordan III, Samoyia Washington, Samuel Myers, Tiffany Canzater, Dinasti Jones, Rico Wilson, Deandre Robinson, Donny Anderson and Kamaron White.

The roll was taken by Patrice Deas.

3. Approval of Excused Absences

Melissa Jones Horton made a motion to approve the absence of Ms. Renee Patton. Mr. Christopher Jarvis seconded the motion and it carried.

4. Approval of Agenda

Ms. Melissa Jones Horton made a motion to approve the agenda. Mr. Christopher Jarvis seconded the motion and it carried.

5. Approval of Meeting Minutes

Ms. Melissa Jones Horton made a motion to approve the OJT Overview meeting minutes for August 1, 2022. Mr. Christopher Jarvis seconded the motion and it carried.

Ms. Melissa Jones Horton made a motion to approve the Barber Board meeting minutes for August 8, 2022. Mr. Christopher Jarvis seconded the motion and it carried.

Ms. Melissa Jones Horton made a motion to approve the Task Force meeting minutes for August 8, 2022. Mr. Christopher Jarvis seconded the motion and it carried.

Ms. Melissa Jones Horton made a motion to approve the OJT Overview meeting minutes for August 15, 2022. Mr. Christopher Jarvis seconded the motion and it carried.

Ms. Melissa Jones Horton made a motion to approve the OJT Overview meeting minutes for September 26, 2022. Mr. Christopher Jarvis seconded the motion and it carried.

6. Chairperson's Remarks – Paul E. Robinson

Mr. Paul Robinson stated that he will give his remarks during the Board Member Reports section of the agenda.

7. Administrator's Remarks, For Information – Theresa Brown

a. Budget/Drawdowns – For information

- b. OIE Report – For Information – Rodney Pigford-** Mr. Rodney Pigford gave this report and stated that this is for information purposes. As of January 2022, received a total of 122 complaints, 9 active cases, and 31 closed cases.

- c. IRC Report – For Approval – Rodney Pigford-**The IRC met on September 26, 2022. Mr. Anthony Gibson and Mr. Tony Holloman were the two IRC members present. The IRC members recommended for 1 case for dismissal, 3 cases for formal complaint, and 3 for consent agreement giving a total of 7 investigation cases for approval.

Ms. Melisa Jones Horton made a motion to approve the IRC report. Mr. Christopher Jarvis seconded the motion and it carried.

- d. ODC Report – For Information -- Erin Baldwin –** Ms. Erin Baldwin introduced Sara Morris as the new attorney for the Barber Board under the Office of Disciplinary Counsel. Ms. Sara Morris presented to the board since the last report, there are 39 open cases currently pending between hearings and agreements. There are 5 pending closure, 1 has been closed since the last report in May, and since the beginning of the year January 1, 2022, 14 cases have been closed.

- e. Inspection Report – For Approval – Jennifer Stillwell-** For the month of August, there were a total of 206 inspections with 176 of those were physically inspected, 6 were permanently closed, 23 were not open at the time of inspection, and that included 1 school. In September, a total of 158 inspections, 128 were physically inspected, 4 were permanently closed, 24 were closed at the time of the inspection, and 2 of those were schools. The total for the year up to September is 1,733 total inspections, shops physically inspected was 1,373, permanently closed is 90, not open at time of inspection is 248, and 22 schools were inspected so far.

Ms. Melissa Jones Horton made a motion to approve the Inspection report. Mr. Christopher Jarvis second the motion and it carried.

8. New Business

a. Consideration for Licensure- OJT Overview

Mr. Paul Robinson discussed the purpose of the OJT training and the requirements for both the instructors and students. During the discussion, Mr. Robinson stated the purpose for OJT Overview is to make sure the instructors and students are aware of the

responsibilities and requirements to be a participant in the program. Over the years, the pass/fail rate has been low. The practical pass/fail rates are improving, however, the theory pass/fail rate from the last report has not improved. Instructors and students need to be aware of what to expect for when the inspector comes to their business and preparation of the examinations.

The applicant is not considered enrolled until the date of issuance of the student OJT permit by the Barber Board. Training can officially begin on today, 10/24/22. Students cannot receive hours prior to the date of issuance of the permit. Training permits are not transferrable. Students cannot switch between instructors and barbershops. If the OJT Instructor has multiple locations, the permit is only good for the address that is listed on the permit. Each student must have the training materials prior to beginning OJT. That includes equipment in the kit for the relevant exam, textbook, workbook, and all tools and implements.

The instructor is responsible for submitting monthly hours to the Board by the 10th of each month. A 10-day grace period is given to submit the monthly hours into the office even if there is 0 hours. An online portal has been created so that instructors may submit hours through it. The portal will keep a total of the hours that the student accrued. Hours can only be submitted online. Instructors cannot submit the hours via mail, email, nor hand delivering to the office. Students should receive a copy of their monthly reports and the monthly reports should be verified by a timesheet. A digital platform and time cards can be used, however, the office has provided a timesheet on the LLR website that requires the instructor's and student's signature. The daily timesheets should equate to the monthly report.

The instructor should maintain a physical copy of the hours on site and the student should take a copy of their monthly report offsite and keep in a safe place. If a student withdraws or completes the program, the training affidavits must be turned in within five (5) days.

If an instructor holds a Register Barber license and a Register Barber Instructor license, they are only allowed to train a student to prepare and take the Register Barber exam. If an instructor holds a Master Hair Care Specialist license and a Master Hair Care Specialist Instructor license, they can train a student to take either the Registered Barber exam or the Master Hair Care Specialist exam.

It is the instructor's responsibility to make sure that only Board approved textbooks and instructional materials are being used for the preparation of that student to take the exam. Other resources can be used, however, when the inspector comes, they are going to look for the Board approved textbook and workbook. It is the instructor's responsibility to complete an assessment to assess the capabilities of the student on the theory and practical examination.

The Board uses the NIC national exam and they have a testing company, PSI, who performs the exam. It is recommended to download the Candidate Information Bulletin from PSI. In the bulletin, it gives an overview on what to expect on the theory and practical. The Registered Barber exam has 5 parts and the Master Hair Care Specialist exam has 9 parts of the practical exam. The approved textbooks are Pivot Point Fundamentals of Barbering 1st edition and Milady Standard Professional Barbering 5th or 6th edition. Students are informed to not use YouTube as their training source. It is encouraged for students to depend on their instructor for preparation.

On the training affidavit, instructors were informed to not submit more than 1920 hours that are required for completion of the program even if the student earns more than 1920 hours. Students should get a copy of their monthly report and a copy of their training affidavit. Students are encouraged again to keep those documents offsite, in a safe place so that they can retrieve it if needed.

Mr. Robinson then opened the floor for questions from the students and instructors. There were questions presented during this time. Discussion ensued.

b. Consideration of Reciprocity

i. David Wilson

Mr. David Wilson represented himself and requested to meet with the Board in regards to his exam application. Mr. Wilson does not have a full set of hours from the Barber College that he attended. He has OJT hours on file from 2014. Mr. Wilson was sworn in by the court reporter, answered the board's questions and gave background information about his set of circumstances.

Ms. Melissa Jones Horton made a motion to go into executive session for legal advice. Mr. Christopher Jarvis seconded the motion and it carried.

Ms. Melissa Jones Horton made a motion to come out of executive session. Mr. Christopher Jarvis seconded the motion and it carried. No votes were taken or made during executive session.

The Board members asked additional questions of Mr. Wilson. Discussion ensued.

Mr. Christopher Jarvis made a motion to go into executive session for legal advice and asked for Ms. Theresa Brown to join. Ms. Melissa Jones Horton seconded the motion and it carried.

Mr. Christopher Jarvis made a motion to come out of executive session. Ms. Melissa Jones Horton seconded the motion and it carried. No votes were taken or made during executive session.

Ms. Melissa Jones Horton made a motion to approve Mr. David Wilson to move forward with taking the exam. Mr. Christopher Jarvis seconded the motion and it carried.

c. Consideration of New Schools

i. Anderson Career & Technology Center

Ms. Hollie Harrell and Ms. Alison Joye appeared before the board representing Anderson Career & Technology Center. Ms. Harrell and Ms. Joye were then sworn in by the court reporter. Ms. Harrell and Ms. Joye explained their reasoning for wanting to open a school then discussion ensued.

Ms. Melissa Jones Horton made a motion to approve Anderson Career & Technology Center pending inspections by a Board member and LLR inspector. Mr. Christopher Jarvis seconded the motion and it carried.

ii. Collins Barber School

Mr. Jason Collins appeared before the board representing Collins Barber School. Mr. Collins was then sworn in by the court reporter. Mr. Collins explained his reasoning for wanting to open a school then discussion ensued.

Ms. Melissa Jones Horton made a motion to approve Collins Barber School pending inspections by a Board member and LLR inspector. Mr. Christopher Jarvis seconded the motion and it carried.

iii. DLN Barber Hair Academy

Ms. Magdalene Ratcliff and Ms. Dinasti Jones appeared before the board representing DLN Barber Hair Academy. Ms. Ratcliff and Ms. Jones were then sworn in by the court reporter. Ms. Ratcliff and Ms. Jones explained their reasoning for wanting to open a school then discussion ensued.

Ms. Melissa Jones Horton made a motion to approve DLN Barber Hair Academy pending inspections by a Board member and LLR inspector. Mr. Christopher Jarvis seconded the motion and it carried.

iv. Bryant's Barber Academy LLC

Mr. Adam Bryant appeared before the board representing Bryant's Barber Academy LLC. Mr. Bryant was then sworn in by the court reporter. Mr. Bryant explained his reasoning for wanting to open a school then discussion ensued.

Ms. Melissa Jones Horton made a motion to approve Bryant's Barber Academy LLC pending inspections by a Board member and LLR inspector. Mr. Christopher Jarvis seconded the motion and it carried.

v. Taylor's Barber & Beauty Academy

Ms. Jessica Veerapen appeared before the board representing Taylor's Barber & Beauty Academy. Ms. Veerapen was then sworn in by the court reporter. Ms. Veerapen explained her reasoning for wanting to open a school then discussion ensued.

Ms. Melissa Jones Horton made a motion to approve Taylor's Barber & Beauty Academy pending inspections by a Board member and LLR inspector. Mr. Christopher Jarvis seconded the motion and it carried.

vi. Dynamic Barber Institute

Ms. Tiffany Canzater appeared before the board representing Dynamic Barber Institute. Ms. Canzater was then sworn in by the court reporter. Ms. Canzater explained her reasoning for wanting to open a school then discussion ensued.

Ms. Melissa Jones Horton made a motion to approve Dynamic Barber Institute with the necessary corrections to her catalog, dropping the hair braider hours to 6 hours that is permitted by statute, removing the instructor course and pending inspections by a Board member and LLR inspector. Mr. Christopher Jarvis seconded the motion and it carried.

9. Board Member Reports

Mr Paul Robinson stated that he was very pleased with the turnout at the NABBA Conference in Atlanta, GA held on September 17-22. He stated that there were over 14 States that attended and the classes were relevant and powerful. Mr. Robinson thanked Ms. Theresa Brown, staff, and agency for the support that was given to NABBA and himself this past year. Mr. Robinson stated that there is new leadership for NABBA this upcoming year, for president, Mr. John Christopher out of Pennsylvania and for 3rd Vice President, Ms. Melissa Jones Horton. Mr. Robinson thanked Ms. Renee Patton for her assistance with the conference. He also thanked Ms. Melissa Jones Horton for being the State Coordinator and this is the first year that NABBA has utilized that office, Ms. Jones Horton was instrumental in putting a great program together. Mr. Robinson thanked everyone for their support and his time at NABBA. He also stated that Ms. Brown facilitated the administrators' session. Mr. Robinson stated that NABBA is reaching out to States that are not currently participating and they are in a better position than what they were in the past couple of years. Mr. Robinson stated that he will give a written report on the NABBA Conference.

Ms. Melissa Jones Horton stated that she has visited barber schools and barbershops in the state; Chesterfield, York, and North Augusta. Ms. Jones Horton will give a written report on the visits.

Mr. Paul Robinson stated the mid-year meeting will be in Memphis, Tennessee and the next annual meeting will be in Harrisburg, Pennsylvania or Hersey, Pennsylvania.

10. Public Comments

Ms. Eleanor Glover Gladney stated that she had an opportunity to attend the NABBA Conference and discussed her experience.

11. Adjournment

Ms. Melissa Jones Horton made a motion to adjourn the meeting at 11:26 a.m. Mr. Paul Robinson seconded the motion and it carried.