



Department of Health

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**STATE OF RHODE ISLAND
CENTER FOR PROFESSIONAL BOARDS AND COMMISSIONS
BOARD OF BARBERS, HAIRDRESSERS, COSMETICIANS,
MANICURISTS AND ESTHETICIANS**

**3 CAPITOL HILL
CONFERENCE ROOM 205
PROVIDENCE, RHODE ISLAND**

**MONDAY, OCTOBER 19, 2015
8:30 A.M.**

OPEN SESSION MINUTES

BOARD MEMBERS IN ATTENDANCE

Stephen Beaman
Vincenzo Carnevale
Beverly Manzi-Greco
Bryant O'Neill

BOARD MEMBERS ABSENT

Normand Demers
Carmen Mirabal
Karen Silva

STAFF MEMBERS IN ATTENDANCE

Linda Esposito, Board Manager
Stacy Mello, Inspector
Sarah Harrigan, Chief of Professional Boards and Commissions
David Heckman, Chief of Program Development

1. Establishment of a quorum

A meeting of the Rhode Island Board of Barbers, Hairdressers, Cosmeticians, Manicurists and Estheticians was held on Monday, October 19, 2015 at the Rhode Island Department of Health, Conference Room 205, 3 Capitol Hill, Providence, RI 02908. A quorum was established and the Open Session

meeting was called to order at 8:45 a.m. on a motion by Beverly Manzi-Greco, and seconded by Vincenzo Carnevale. Motion carried.

2. Board Report

Linda Esposito, Board Manager, introduced staff members to Board members present.

3. Public Comment

No public comment for today's meeting.

4. Presentation of the January 26, 2015 Open Session Meeting Minutes

Motion was made by Vincenzo Carnevale, and seconded by Beverly Manzi-Greco, to accept the Open Session minutes for the Rhode Island Board of Barbers, Hairdressers, Cosmeticians, Manicurists and Estheticians for Monday, January 26, 2015. The Board voted unanimously to approve the Open Session minutes as presented. Motion carried.

5. Summary of Recent Complaints

Linda Esposito, Board Manager, provided a Complaint summary for the Board's information. Since July 1, 2015, 17 Complaints have been received by the Department and were processed, as follows:

- 8 Complaints were Administratively Closed, 4 of which were closed following inspection and a finding of no violation
- 3 Complaints have been referred to the Legal Department for a legal opinion
- 6 Complaints were found to have violations upon inspection. Complaint letters have been sent to the licensees and the department is awaiting responses before presenting before the Board.

6. New Business

Board members present were provided a copy of the Inspection Checklist sheet compiled by Inspector Stacy Mello for the purpose of accurately documenting any violations found during an inspection. The Board was provided an overview of the inspection process and the value of this Checklist in the Complaint process.

7. Old Business

Revising the Rules and Regulations and possible revisions to the statute were discussed at length. Some of the topics mentioned for consideration were:

- Fining authority
- Compliance with sanitation standards
- Posting of licenses
- Continuing education requirements and/or fee incentives
- Sanitation issues
- Renters licenses
- Unlicensed operators
- Beauty supply shops to be notified of expired licenses
- Documentation of apprenticeship hours
- Interstate Reciprocity licensing process

David Heckman, Chief of Program Development, advised that he is available to assist the Board in the process of updating the Rules and Regulations, as well in navigating the legislative process to make any changes to the current statute.

David Heckman left the meeting at 10:20 a.m.

9. Motion to Adjourn to Closed Session

No business was scheduled for Closed Session at this meeting.

12. Adjournment

The next Rhode Island Board of Barbers, Hairdressers, Cosmeticians, Manicurists and Estheticians meeting will be held at a date to be determined. Motion was made by Beverly Manzi-Greco, and seconded by Vincenzo Carnevale, to adjourn at 10:30 a.m. Board voted unanimously to adjourn. Motion carried.

Respectfully submitted,

Linda L. Esposito
Board Manager
State of Rhode Island
Center for Professional Boards and Commissions
Board of Barbers, Hairdressers, Cosmeticians, Manicurists and Estheticians